YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution　　　　　VIVEKANANDA GOVERNMENT DEGREE COLLEGE

- Name of the Head of the institution　DR. GANJI SUKANYA

- Designation　　　　　　　　　　PRINCIPAL

- Does the institution function from its own campus?　Yes

- Phone no./Alternate phone no.　　04029550559

- Mobile No:　　　　　　　　　　9866526619

- Registered e-mail　　　　　　　svsvidyanagar.ejkc@gmail.com

- Alternate e-mail　　　　　　　　ganjisukanya@gmail.com

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

- City/Town　　　　　　　　　　HYDERABAD

- State/UT　　　　　　　　　　TELANGANA

- Pin Code　　　　　　　　　　500044

2.Institutional status

- Affiliated / Constitution Colleges　AFFILIATED

- Type of Institution　　　　　　Co-education

- Location　　　　　　　　　　Urban

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **OSMANIA UNIVERSITY**

- Name of the IQAC Coordinator   **DR.G.BANGLA BHARATHI**

- Phone No.   **04029550559**

- Alternate phone No.   **04029550559**

- Mobile   **9866656278**

- IQAC e-mail address   **iqacsvs@gmail.com**

- Alternate e-mail address   **banglabharathi@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://vivekanandagdc.in/AQAR%20 2022-23%20Approved.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.vivekanandagdc.in/VGD C%20INSTITUTIONAL%20PLAN%202023-2 024.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.10**	**2015**	**01/05/2015**	**01/05/2020**
Cycle 2	**A**	**3.14**	**2022**	**30/08/2022**	**29/08/2027**

6.Date of Establishment of IQAC   **02/03/2014**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**0**

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

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year   `7`

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

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File](#)

10.Whether IQAC received funding from any of the 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)

`Orientation/Induction programme for all First-year students`

`Participation in NIRF`

`Facilitated teachers to apply for CAS and encouraged to submit their PhD.`

`Conducted Workshop for staff on Autonomy and the various committees to be formed including BOS`

`Facilitated 5 Student study projects, JIGNASA to state level`

`Facilitated an interdisciplinary National Seminar by Departments of Mathematics and Physics`

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

Plan of Action	Achievements/Outcomes
New Courses	BBA Retail Operations and BCA were introduced
Strengthening infrastructure	Construction of additional classrooms on 3rd floor
Strengthening Library	Purchased New books and subscribed to e-journals
Applied for Fresh Autonomous Status to UGC	sanctioned autonomy for 10 years with effect from the AY 2024-2025
Strengthening ICT, security	Installed more CCTV surveilance and LCD Projectors.
follow up proposals to start an NCC unit	NCC unit sanctioned in July 2024

13.Whether the AQAR was placed before statutory body?　　**No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	VIVEKANANDA GOVERNMENT DEGREE COLLEGE
• Name of the Head of the institution	DR. GANJI SUKANYA
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• Address	H.NO.1-9-670/A, ADIKMET, VIDYANAGAR
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• Location	Urban
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Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023	29/03/2024

15.Multidisciplinary / interdisciplinary

Multidisciplinary focus of NEP 2020 aims to transform the Indian Higher Education System in Telangana. The National Education Policy 2020 encapsulates the bold reforms that will be implemented in the Higher Education System. Telangana State is in the forefront of introducing NEP in its Universities, Autonomous, Government and Private Colleges through the Online Portal DOST (Degree Online Services of Telangana) ensuring that students can choose courses across Disciplines in Undergraduate Colleges ensuring Higher Education Institutions are

multidisciplinary in nature. The focus on making education multidisciplinary is a significant step that will benefit the students and one that will have far-reaching effects. The Government of Telangana has done a tremendous job in creating an enabling ecosystem for offering multidisciplinary education to flourish and making a difference to students, who in turn will make an impact on the future of our country. The flexibility to choose subjects from sciences and humanities with the ability to also learn fine arts and sports will give students a wide range of subjects to choose without the restrictions they faced earlier before the introduction of NEP 2020. With creative combination of subjects, cutting edge curriculum, flexible options, and multiple entry and exit options during the undergraduate course, students can explore their areas of interest and also choose careers of their choice. In addition, this kind of approach will foster intellectual curiosity, a critical thought process, self-reflection, leadership and teamwork skills, a sense of commitment, professionalism and a heightened sensitivity to one's socio-cultural environment. The steps being taken to train the teachers and faculty through a focused process and planned manner is one of the highlights of the NEP 2020 as they need to be in the know-how of cutting edge pedagogy and ways of delivering high quality content. This kind of interest and investment by the Government both at the Central and State level will go a long way in enhancing the standards of teaching / academia. The NEP has announced an extremely pragmatic step in allowing the top 100 foreign colleges to set up campuses in India. This has propelled the higher education system in Telangana to become truly global. The increased competition will raise the bar for higher education and this was also an opportunity for higher education institutions to collaborate and co-opt with each other which is being facilitated by the Commissionerate of Collegiate Education, Government of Telangana and the biggest beneficiaries will be the students. The Industry will reap the advantages of having a multidisciplinary education in Telangana, which is the IT Hub of India. Students entering the Industry as its workforce will no longer be narrow specialists but generalists with relevant depth of their chosen discipline. The Indian way of learning, acquiring knowledge has always been liberal and multidisciplinary. The formulation and implementation of the NEP 2020 will play a significant role in the shaping of the future of higher education in the country and influence India's growth in the future.

16.Academic bank of credits (ABC):

A new initiative stemming from NEP-2020 is Academic Bank of Credits in Higher Education from the year 2021-2022 which was notified recently by the UGC for implementation. Vivekananda Government degree College, Vidyanagar is an affiliated to Osmania university. Therefore, as soon as Government of Telangana state and Osmania University adopt NEP 2020, the college shall implement based on the guidelines provided by the parent university. However, Students are encouraged to register in Government of India's app DigiLocker to open an account and upload their study certificates, documents, etc., and students are also made aware of various short term online/ MOOCS courses available on SWAYAM portal to accentuate their academics and score credit points.

17.Skill development:

The Choice Based Credit System implemented in the college from the academic year 2016-17 makes it mandatory to introduce Skill Enhancement Courses (SEC). These courses are value based and skill-based and aim to provide hands-on training, building competencies, skills, etc. The students must complete four papers among SEC's during the 3rd and 4th Semesters of the UG- Program. Among the four papers, 2 are UGC Specified Life Skill Courses, and the other two are offered from Department specified courses. The UGC Specified courses include Communication Skills, Professional Skills, Leadership and Management Skills and Human Values. These courses enable the students to develop life skills and employability skills. In addition to these about 9 certificate courses were conducted by the college to enhance the skills of students. Telangana Skill and Knowledge Centre (TSKC) was established in the college by the Commissionerate of Collegiate Education to train students in skills required for the global market. The candidates are prepared to attain good communication, computer, writing, and analytical skills. The objective is to improve the employability skills of Undergraduate students pursuing the conventional B.A. /B.Com/ BBA /B.Sc. Courses. TSKC of the college aims to provide guidance and assistance for the students to achieve their career goals. To meet the global requirement, the Collegiate Education further strengthened TSKCs in the state by entering into an MoU with Telangana Academy for Skill and Knowledge (TASK), Hire Mee, DEET (Digital Employment Exchange of Telangana), IIT Mumbai and Nandi Mahindra Pride etc. This facilitated the students to access industry-relevant and advanced technology courses across different fields of study, thereby enhancing their employability. TSKC of the college thus

facilitates continuous exposure to students to the new programs and innovative pedagogies and addresses all the requirements of the 21st-century workplace. The Entrepreneurship Development Cell (EDC) was established in 2021 as per the Commissioner of Collegiate Education, Government of Telangana's proceedings to provide a space for "Fostering the Culture of Innovation'at Government Colleges of Telangana State through ED Cells". Entrepreneurship Development Cell promotes skill-based training programmes on entrepreneurship. In the coming academic years, the college will implement the NEP -2020 policy to make a revolutionary shift in education, i.e., shifting the emphasis from learning to skill-based education.

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

The dictionary meaning of literature is given as "written works especially those considered of superior or lasting artistic merit". in the context of India, where there is an unbroken living oral tradition with a history of more than at least 5,000 years; the meaning of "literature" for our present purpose has to be extended to mean 'composition' to include the works composed and transmitted orally from generation to generation.The 4 VEDAS, Itihasas, (Ramayana and mahabharatha) and puranas (Vishnupurana, Bhaghavata etc.,)and Dharmasastra (Manusmrti, Yajnavalkya-smrti, parasara-smrti etc.,). Literature in general and languages in particular, influence the way people of a given culture speak with others, including with family members, authority figures, peers, and strangers, and influence the tone of conversation. In order to preserve and promote culture, one must preserve and promote a culture's languages. UNESCO has declared 197 Indian languages as 'endangered'. Various unscripted languages are particularly in danger of becoming extinct. Teaching and learning of Indian languages needs to be integrated with school and higher education at every level. Initiatives, a number of further actions will be taken in tandem at higher education level and beyond. First, to develop and teach many of the courses of the type mentioned above, an excellent team of teachers and faculty will have to be developed. Towards this direction under "Ek Bharat Shrestha Bharat", 100 tourists destination in the country will be identified where educations institutions will send students to study these destinations and their history, scientific contributions, traditions, indigenous literature and knowledge etc as a part of augmenting their knowledge about these areas.There are already hundreds of Academics, museums, art galleries, and heritage sites

in dire need of qualified individuals for their effective functioning. VGDC has taken part and the NSS volunteers learnt about the culture, language, music, songs of Haryana state while Haryana volunteers learnt about Telangana online.' Mana Ooru Mana Charitra'translated as My Village-Our History initiative of the state government was adopted and students went on field work discovering shared history of village and traditional knowledge of elderly in their memoirs. Similarly portals like wikipedia have developed software to provide content, news, articles of general interest in regional languages. Wikipedia has online courses for students of regional languages to train them to freelance as content writers. Telugu, Hindi, Sanskrit, are offered as second language in course curriculum. Student clubs promoting Indian languages, culture are established and online sources will be used to integrate Indian knowledge system in teaching learning process. A certificate course in Spoken Sanskrit was well received by students and the Department of Sanskrit plans to offer it every year to interested students. The college plans to introduce courses offered on SWAYAM and IKS portal from next academic year i.e, 2024-2025 with autonomy.

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

"Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery and assessment are planned to achieve stated objectives and outcomes. It focuses on measuring students' performance i.e outcomes at different levels." VGDC is an affiliated UG college and implements the programs of Osmania University. For outcome-based learning, the required framework model is developed by Osmania University that is followed by the institution. The desired program outcomes and course outcomes are displayed in the college near departments and also on the college website for students to understand what they learn after completion of each course. During the orientation classes the students are informed of the 'learning objectives' and 'learning outcomes' and teachers play the role of advisors/ mentors, facilitators and adopt various teaching methodologies like experiential learning, discussion-based learning, art integrated learning, project-based learning, group discussions, brainstorming, role plays, field-based learning like visits to industrial units, research labs and that are suggested for teaching-learning that promote constructive learning and active involvement of students to achieve the objectives. The college conducts bridge classes, certificate courses and encourages students to intern, volunteer with NGOs and other firms that the college has MoUs with. As assessment is a key to check the

attainment of learning goals, the college has continuous and comprehensive formative assessment (continuous internal assessment) and finally the summative assessment (end semester exams) conducted by the University. Methods like time-constrained tests, open book tests, problem based, assignments, practical assignment reports, portfolios, case-study, presentations, viva-voce interviews, composite MCQ, peer, and self-assessment are adopted to assess learning outcomes. Since the affiliating Osmania University has not mapped Programme objectives to Programme Outcomes, the college has not taken up mapping. As an autonomous institution mapping will be taken up from Academic Year 2024-2025

20.Distance education/online education:

Vivekananda Government Degree College is affiliated to Osmania University and offers courses that are regular. Distance education is not offered by the college. The college does facilitate courses via MOOCS in BA programme like sociology Course of Sociology, Psychology, Mass Communications and Journalism online by providing access to the live stream/ recorded lectures to the students. Links of live stream are shared with the students. In this academic year the college has no MOOCS courses. However, affiliating University, Osmania University has a Distance Education Center (PGRRCDE) that offers UG and PG programmes. The students who cannot pursue education in regular mode are advised to pursue their study through distance mode. But the college has no study center of PGRRCDE (Professor G. Rami Reddy Center for Distance Education), Osmania University. The college has a Study Center of Dr. B.R. Ambedkar Open University of Hyderabad that offers UG and PG courses in Open Education mode. Every Sunday Contact classes are held for working men, women and students enrolled for Open University courses in the campus. The college facilitates the semester wise exams to be conducted in the campus, without clashing with the Regular UG programs and Classes. Students are made aware of the various courses available online in SWAYAM, NPTEL and are encouraged to take up a short term course that can expand their knowledge in the related subjects. Students are made aware of the academic bank of credits to improve their credits if they plan to study abroad.

Extended Profile

1.Programme

1.1	262

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

File Description	Documents
Data Template	View File

2.Student

2.1	**2155**
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	**570**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	**620**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**43**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**43**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**22**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**43.58235**
4.3 Total number of computers on campus for academic purposes	**136**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Vivekananda Government Degree College, affiliated with Osmania University, Hyderabad, maintains an 'A' grade accreditation. Following the university's undergraduate syllabus closely, the college ensures alignment with academic standards. The Internal Quality Assurance Cell (IQAC) and department heads oversee the deployment of the academic year's schedule and action plans. The curriculum is enriched with certificate programs, project-based learning, and skill-enhancement courses, tailored to meet local needs and global trends.

Students benefit from the training provided by the Telangana Skill Development Cell (TSKC), focusing on computer, communication, and soft skills enhancement. Each department meticulously tracks the teaching plan and diary to ensure effective curriculum delivery. Utilizing interactive methodologies and ICT-enabled tools, the curriculum is delivered effectively. Field visits enhance experiential learning opportunities.

Regular feedback from stakeholders informs curriculum enhancements, ensuring continuous improvement. The college fosters a dynamic learning environment that prepares students for current and future challenges, blending academic rigor with practical

skill development.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.vivekanandagdc.in/1.1.1%20Activities%20-2023-24.pdf

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

Vivekananda Government Degree College, holding an 'A' grade reaccreditation, is affiliated with Osmania University, Hyderabad. The college meticulously adheres to the university's Almanac for planning activities, including continuous internal evaluation (CIE), with collaborative efforts from the IQAC, department heads, and faculty. Each semester, the college conducts two internal exams per university norms, alongside final exams administered by the university for common courses. These internal exams, evaluated on a 20-mark basis following university guidelines, are held on Almanac-specified dates. The CIE comprises the average scores from both internal tests and assignment grades. Following examination, the college's Examination Department uploads marks to the university portal after thorough analysis.

Additionally, departments conduct activities like unit tests, assignments, projects, seminars, group discussions, quizzes, paper presentations, and PowerPoint presentations to enrich student learning. Regular academic council meetings, involving the Principal, IQAC, and Department Heads, facilitate ongoing review and provide necessary suggestions for the semester's progress. This commitment to adherence, assessment, and improvement underscores the college's dedication to academic excellence and student development.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://vivekanandagdc.in/quizactivities.php

| 1.1.3 - Teachers of the Institution participate | C. Any 2 of the above |

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

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

1.2 - Academic Flexibility

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

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

18

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

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

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

9

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

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

280

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

280

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

1.3 - Curriculum Enrichment

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

A strong value-based holistic development of students is achieved by VGDC's successful integration of cross-cutting topics pertinent to professional ethics, gender, human values, the environment, and sustainability into its curriculum.

Environmental Studies has been taught as part of the UG I curriculum since 2016-17 to help students understand major environmental issues and raise their awareness of biodiversity. The Eco-club engages in a variety of environmental conservation initiatives and marks environmental important days.

Gender Sensitization: Students are made aware of gender issues and urged to work towards gender equity. To educate boys and girls, gender equity is also covered in the curriculum. The Women Empowerment Cell encourages students to promote gender equality and protects female faculty members and students.

Human Values: To instill values among students and employees, the College organizes blood donation drives and volunteer events.

Professional ethics: The syllabus includes lessons on ethical conduct, such as providing accurate information and taking an objective stance. The Telangana Skill Knowledge Centre and the Entrepreneurship Development cells provide students with skill training and job placement assistance.Basic computer skills are introduced as part of the curriculum for first-year non-computer students to help them enhance their computer capabilities.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

6

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

107

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**D. Feedback collected**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.vivekanandagdc.in/feedback.php

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1140

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

358

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

2.2 - Catering to Student Diversity

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

The college acknowledges the diverse learning capabilities and backgrounds of its students, who enroll in various courses. Consequently, the challenges they face vary. With empathy, the college takes extensive measures to optimize learning outcomes for all.

Initially, the students' class XII scores serve as a baseline indicator of their learning abilities. Further assessments include teacher and mentorobservations, as well as performance in Diagnostic Tests conducted by different departments. Through these methods, both advanced and slow learners are identified based on their academic profiles, classroom interactions, and test results.

To cater to the needs of advanced learners, the college implements several initiatives:

- Provision of advanced study materials
- Offering leadership roles and opportunities to represent the class
- Encouraging participation in writing articles, projects, and seminars
- Motivating students to pursue certificate courses both

offline and online
- Providing guidance for competitive examinations and higher studies

For slow learners, the college provides targeted support:

- Conducting bridge courses, remedial classes, assignments, and intensive coaching
- Facilitating mentor-mentee interactions to address academic and personal challenges
- Assisting students in participating in departmental activities
- Suggesting multiple career options based on their aptitude and interests

Overall, the college strives to create an inclusive learning environment where each student's needs are recognized and addressed appropriately.

File Description	Documents
Link for additional Information	https://www.vivekanandagdc.in/1.1.2-%20Seminars,%20quiz.pdf
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
2155	43

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

To enhance the teaching and learning process, VGDC focuses on adopting student-centric methodologies such as experiential learning, participative learning, and problem-solving approaches

across all academic streams, both within and outside the classroom. Experiential Learning: The college facilitates experiential learning through various activities including field trips, industry visits, and engagement in initiatives like Swachh Bharat Abhiyan and tree plantation programs. Students are actively involved in maintaining a medicinal garden and compost pit on campus. Moreover, they are encouraged to volunteer for initiatives like the HLF (Habitat for Humanity) program. Additionally, students are motivated to undergo training in utilizing smart boards and participate in activities promoting gender parity. Participative Learning: VGDC organizes a range of activities to promote participative learning, such as group discussions, seminars, PowerPoint presentations, poster presentations, jam sessions, role-plays, peer teaching, and elocution competitions. Extension lectures are arranged to enable students to interact with renowned resource persons in various fields. Furthermore, students are encouraged to actively engage in organizing events like fresher's day and farewell day, which helps in honing their management skills. Problem Solving: Teachers involve students in Jignasa Projects, which entail finding solutions to environmental challenges and other pertinent issues. The NSS Cell engages students in addressing social issues, fostering the development of critical problem-solving skills. By employing these methodologies and activities, VGDC aims to create a dynamic learning environment that nurtures students' holistic development and prepares them for real-world challenges.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.vivekanandagdc.in/1.1.1%20Activities%20-2023-24.pdf

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

- VGDC has adopted the new technology into its methodology of teaching and learning. Teachers are trained with basic computer skill to be able to use the digital platform to achieve high academic standards.
- The College is Wi-Fi Enabled Campus which helps the teachers and students to stay connected to the internet and update information.
- Around 60% of the classrooms are ICT enabled, with

- projectors and a virtual classroom. Teachers use the tools for effective teaching.
- Students prepare presentations, assignments, project work and field reports using MSWord, PPT, MS Excel, and other ICT Tools.
- The college Library is fully Automated and teachers and students have access to e-resources.
- Labs with updated technology.
- Students and teachers are benefitted from NPTEL, Spoken Tutorial and SWAYAM online courses.
- During Covid-19, teachers used social media platforms to connect with the students. YouTube video lessons were prepared and uploaded for students to access and stay connected and to enable slow learners to learn and revise at their own pace
- VGDC has adapted blended teaching-learning methodology.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.vivekanandagdc.in/elearning.php

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

2.3.3.1 - Number of mentors

43

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

33

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

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

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

18

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

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

2.4.3.1 - Total experience of full-time teachers

195

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

2.5 - Evaluation Process and Reforms

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

VGDC, affiliated with Osmania University follows the modalities of conducting the Continuous Internal Evaluation as per the University guidelines. The criteria for internal evaluation are displayed on the notice board. At the commencement of each new academic session, students are apprised of the same on the orientation day and it is reiterated in classes as well. The College conducts two internal exams for each semester, while the End exam is conducted by the University. Two internals are conducted on the mentioned dates in the Almanac, for 15marks each and question papers are set by each department as per the university modelled pattern. The average of two internal tests along with Assignment marks constitutes the CIE for each semester.

The Examination Committee circulates the dates for the internal examinations and looks into the arrangements for the examinations. After the examination, the papers are evaluated andmarks are uploaded on to the University portal within the timeframe given by the University. Besides, departments' conducts unit tests, assignments, projects, seminars, group discussions, quiz, paper presentation and PPT presentation for enhancing the knowledge of the students. Thus, throughout the year, the academic performance of the students is evaluated to upgrade them.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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

VGDC is affiliated with Osmania University and it follows the guidelines set by the University for the conduct of examinations. The office of controller of examinations undertakes necessary measures while conducting the internal assessment and addressing the grievances related to the internal examination.

The grievances and are addressed in the following manner: After the examination the answer sheets are evaluated in stipulated time and feedback is given to students regarding the errors they commit. If any grievances are raised by the student regarding the marks awarded to them, the faculty looks into the matter and addresses the grievances and moderate the marks if necessary immediately The final marks are uploaded in the University portal and a copy of the same is given to the teachers to cross check. If

any discrepancy, necessary corrections are made. After final verification, the marks are submitted to the University. Even after rigorous scrutiny, if any errors are noticed in the University marks sheet, the Examination branch assists the students in getting such errors rectified. Hence the College employs a robust multi-tiered mechanism to ensure transparency and objectivity in dealing with grievancesrelated to the internal examination.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Vivekananda Government Degree College adopts the Program Outcomes/ Course Outcomes framed by Osmania University. It is communicated to the heads of the department (HOD'S) in the BOS meeting at the University. The HOD's discusses the program outcomes and course outcomes at the departmental level and aligns with vision and mission of the college. The CO's are carefully prepared by the subject teachers into sessions and devise instructional strategies. They also plan co-curricular and extracurricular activities as value addition to achieve the stated outcomes. Evaluation and attainment of the PO's and CO's are reviewed periodically by the principal in the Departmental meetings. Mechanism of communication to students: The prospectus and college Website showcase the programme and course outcome for students. Admission convenors also explain students of what to expect from various courses. HOD's appraise PO's to the students during the orientation program. The course-specific outcomes are communicated through classroom discussions, expert lectures and practical sessions. The teachers display the PO's and CO's in their departments and website. Program-specific outcomes and career options are further highlighted through Mentors. Teachers provide student feedback and motivate them to achieve the stated outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.vivekanandagdc.in/programoutcomes.php
Upload COs for all courses (exemplars from Glossary)	View File

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

The College evaluates the performance of students through various methods for measuring the attainment of Program Outcomes (PO), and Course Outcomes (CO).

Direct Assessment Measures: As per University guidelines, the college conducts internals and evaluates students on a continuous basis. Presentations on specific topics, individual and group assignment is given to students to measure PO/CO. Practical experiments and Viva-voce, is a part of evaluation for some of the courses. Staff meetings are held to review the progress and ensure ways to achieve optimum learning outcomes. End exam results are analysed and is consolidated at the Examination Branch. The Principal conducts meetings and discuss the result analysis and chalk out remedial measures for below-average students. The Students are further evaluated through certificate courses, quizzes, Project works, competitions and seminars. Indirect Assessment Measures: The TSKC Cell trains and evaluates students in communication, computer and industry-related skills and ensures the attainment of PO/CO through workshops and trainings. Placement Cell prepares and organises drives to students to achieve Professional goals. Alumni interaction to inspire students. The IQAC tracks student feedback to achieve course milestones. The College evaluates the success of PO/CO on the basis of student's result, progression towards higher studies and placement.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.vivekanandagdc.in/programoutcomes.php

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

453

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://vivekanandagdc.in/Summary%20of%20Annual%20Report%202023-24.pdf

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://docs.google.com/forms/d/e/1FAIpQLSfzts6Qu3OJMtzBTbl7yFJmx6MeRDmTV8R65HyNqfHJhfgY1A/viewform?vc=0&c=0&w=1&flr=0

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	[View File](#)

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	https://view.officeapps.live.com/op/view.aspx?src=http%3A%2F%2Fasntsche.brinkster.net%2Fnotices%2F2017%2F1-GuidelinesforSeminarTSCHE%2520.doc&wdOrigin=BROWSELINK

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

2

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

22

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

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

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

31

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

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

Vivekananda Government Degree College has conducted extension activities in the neighbourhood sensitizing citizens on the importance of waste management, like segregating waste into dry and wetthrough its drives. VGDC conducted a free eyecheckup camp, a government of Telangana state initiative titled 'Telanaganaku Kanti Velugu" that was held in college campus for a week and residents in the neighbourhood, students, staff got their eyes tested and vision corrective spectacles were distributed free of cost. Likewise NSS organised a blood donation drive and students and staff donated blood for the cause of thalassemia. During General Elections held in the state, students got enrolled as new voters and exercised their right to vote. about 60 students were appointed as volunteers by Election Commission of India to assist voters and senior citizens near Polling booths for both Assembly and Parliament elections. Students conducted a survey as part of MLMF program by partner NGO Pravah and identified 'safe' and 'unsafe' zones in the neighbourhood and submitted a copy to the local Police station for patrolling during sensitive hours.

File Description	Documents
Paste link for additional information	https://www.vivekanandagdc.in/1.1.1%20Activities%20-2023-24.pdf
Upload any additional information	View File

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

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

4

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

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

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

32

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

`2496`

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

`5`

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

`9`

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College campus is spread over 5500sq yards area of land. It is equipped with modern facilities and learning resources to achieve academic excellence. The Class Rooms and laboratories are extended into two blocks.

The Old Block.

The old block has 12 Classrooms, one is digital Seminar hall and, one computer Lab equipped with LCD projectors, Wi-Fi, and Printer facilities; Library, Reading room with eight computers. Arts staff room; the NSS room have computer systems Wi-Fi and printing facility. Office room is provided with Computers, Wi-Fi, and printer facility.

The New Block-G Plus 3.

Ground floor has Principal's room, virtual classroom, digital classroom, one smart class room and well-equipped computer lab. The ground floor also has the English staff room, Examination branch and IQAC office. All the rooms are provided with internet facility and computer systems. First floor has two digital classrooms, four Science Laboratories equipped with LCD projectors, with staff rooms for languages and Science Departments. Second Floor has four digital classrooms, one smart classroom, a computer lab, Commerce Lab and a staff room for Commerce Department. The Third floor has additional 3 classrooms constructed with a staff room. The available physical infrastructure is optimally utilized to conduct co-curricular activities/extra – curricular activities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.vivekanandagdc.in/elearning.php

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

Sports

The college administration lays emphasis on sports - both indoor games and outdoor games along with academic excellence. There is an open ground utilized by the students for practicing, Khokho, Kabaddi and Volleyball. Students are encouraged to participate in district, university and national level sports. The Physical director also periodically arranges yoga sessions in the college, where students and staff participate actively. Thus, the physical education department aims at providing a safe and healthy atmosphere for its students and staff members.

Cultural

The students are encouraged to participate in various cultural activities inside and outside the campus. The college has constituted committees for various co-curricular and extracurricular activities for identifying, motivating, grooming and encouraging students to participate in various intercollegiate, regional, and state events. The Seminar hall is available for cultural activities. The mentors identify the students interested in cultural activities and get them enrolled in various clubs and committees. To inculcate the cultural and traditional values, the Cultural committee conducts various cultural activities at college level. Students are also encouraged to participate in cultural Competition at District and state level competitions. They are motivated to participate in competitions conducted by Alumni, cultural organizations, University level competitions and college fests.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.vivekanandagdc.in/sports.php

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

20

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

20

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vivekanandagdc.in/elearning.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

43.58235

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

4.2 - Library as a Learning Resource

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

The College provides a library that enhances the quality of academics. It is Wi-Fi enabled and provides e-based learning opportunities.

The library is situated on the ground floor of the old block and has a collection of 7414books, with a reading room. The collection of books includebooks related to curriculum, documents covering a wide range of subjects which help students in acquiring knowledge and values. The library is also equipped with competitive books to help student prepare for various entrance examinations.

The library is fully automated using Koha version 19.11.01.000 in the year 2019-2020. There are 2 computer systems, 1 printer and a scanner in the library. In addition to these, 6 computers and a printer are available for students to browse and take required content for their projects, assignments, and seminars.

Apart from books, the library has 16 periodicals, 6 newspapers in Telugu and English. The library is Wi-Fi enabled and provides e-based learning opportunities, and access to online e- resources. The library subscribes to N-LIST online resources of the INFLIBNET which is a college component of the e-ShodhSindhu consortium with access to 6,000+e- journals, 1,64,300+ eBooks, and 6,00,000 eBooks through the National Digital Library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://www.vivekanandagdc.in/library.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	B. Any 3 of the above

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

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

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

0.28288

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

30

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

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college provides IT enabled teaching-learning environment in the campus round the clock. It has developed IT facilities to meet the Learning requirements of students and faculty.

Computer Labs:

There are 3 computer labs consisting of 121 computers with Internet connectivity for the purpose of the students who opt for computer papers as part of their course as well as for general purpose. All the required software as per the curriculum is installed and updated and the maintenance of the computers is done through AMC, on regular basis. The college upgrades in quantity and quality of the ICT facilities and purchases new equipment for effective teachinglearning process and curriculum transaction

Programming languages:

The programming languages required for Course Curriculum are installed from OERs (Open Educational Resources) each year for conducting Practical classes, and examinations. Wi-Fi network: The entire campus is equipped with Wi-Fi and Local Area Network (LAN) with CAT 6 Fibre Optic Cables, Routers in 2018 and is maintained through AMC. Wi-Fi network in the campus is also maintained through AMC. The college has virtual classroom and 15 LCD projector installed in some of the rooms in every floor. The College has Photocopying machines, and multipurpose printers.

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

4.3.2 - Number of Computers

136

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

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

0.7047

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

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

The College has a well-defined policy and system in place for the maintenance and utilization of all its physical and academic facilities.

Library Committee is constituted to ensure the smooth and efficient functioning of the library. Book binding is carried out for damaged books and weeded out books are disposed. The requirement and list of books is taken from the departments and is duly approved by the Principal and purchased.

The College has an adequate number of computers with internet connections and utility software. The maintenance is done through AMC.

Laboratories are regularly maintained by the attendant. Equipment are maintained properly, and serviced from time to time and

records maintained. Special Fee, Restructured fee, and RUSA funds were utilized for procurement and maintenance of equipment.

The building maintenance committee looks after the maintenance of the building. A Few classrooms are equipped with audio visual aids. The washrooms are regularly cleaned and sanitized by external agencies.

Gardening: Watering of trees and lawn is maintained by gardeners.

The Physical Director, and Sports Committee, give a requisition for games material that is procured from available funds.

The college conducts annual stock verification of library books, lab equipment, and furniture every year.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://vivekanandagdc.in/newsite/policies.php

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1560

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

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

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

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above

File Description	Documents
Link to institutional website	https://www.vivekanandagdc.in/1.2.3-%20certificate%20Courses%202023-24.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

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 has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**C. Any 2 of the above**

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

4

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

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

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

0

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

5

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

VGDC has student representation in different academic and administrative committees of the college. Each academic year, the class teachers motivate students to participate in various committees, clubs and activities that the college has for students. Interested Students are identified and assigned to the respective committee convenors. Students 'opinions are valued in decision making and they regularly mobilize, motivate and cooperate with their classmates and help liaison between college administration and the student community.

Academic:. Students are admins of their respective WhatsApp groups and motivate their class to be forthcoming with their issues. They bring grievances to the notice of Mentors. These recommendations are redressed by the Mentors and the Principal.

Literary, Cultural and Sports Committee: Students of VGDC are Members of the Editorial Board of the Annual College Magazine and assist the committee in selecting pieces for Wall/ college Magazine; Help convenors to select college teams for cultural and sports competitions various levels; Proactive NSS student volunteers involve in all the activities of college. Students are members in Administrative Bodies like Restructured fees, Special fees, Alumni committees, and are made aware of the expenditure incurred for maintenance of equipment, academic and Physical facilities.

File Description	Documents
Paste link for additional information	https://vivekanandagdc.in/committees%20202 3-24.pdf
Upload any additional information	View File

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

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

6

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The aim of Alumni is to bring together all graduated students to form an Association in order to support, help, and raise the funds to develop the profile of the College. VGDC provides a platform to the Alumni members to render their services as Resource Persons by organizing Extension Lectures, Seminars, and Guest lectures on the curriculum topics to guide students in respect of their career opportunities. VGDC has a registered Alumni Association that contributes significantly to the development of the Institution through Financial Resources. The Alumni Association was registered on 25th September 2019, under the Telangana Societies Reorganization Act 2001 with no. 445 of 2019, with Dr. C.H KishorKumar as a coordinator to look after the needs and facilities of the students and the College. The members of the

Alumni are eminent personalities from different walks of life. The Alumni Association has been rendering advisory service and extends their cooperation for the development of the college. In the academic year 2021-2022 Alumni meet was held on 08-05-2022.All the Alumni members have attended and welcomed the newly enrolled members. In 2022-23, the alumni supported the Self defense course for girl students and during the interactionwith NAAC Peer team members promised its support for the development of the college.

Constitution of Alumni Association of VGDC

Name

Designation

Mr.Upender

President

Mr. A. Satyanarayana

General Secretary

Ms. Hemalatha

Joint Secretary

Mr. Shiva

Treasurer

File Description	Documents
Paste link for additional information	https://vivekanandagdc.in/alumni%20registration.pdf
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

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

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

Nature of Governance-The College is funded by the Government of Telangana, under the aegis of CCE.The Principal is the Head of the Institution and provides direction to the entire organization to fulfill its vision and mission.The Staff Council constituted with Heads of Departments, meets periodically to make key decisions.IQAC comprising of Principal, Co-ordinator and senior faculty play a vital role in framing strategies to maintain the academic culture.Important policy decisions are taken in Staff Council, IQAC, and General Staff Meetings.Digital learning environment is encouraged by providing Internet and Wi-Fi facility on thecampus.

College planned for strengthening academics and infrastructure. Construction of additional classrooms on 2nd and 3rd floor was completed with funds from RUSA and Internal funds.CBCS system implemented from the Academic Year 2016-17.New courses in 2019-20, 2021-22 and 2023-2024 led to incremental growth in student strength and Faculty strength.

File Description	Documents
Paste link for additional information	https://vivekanandagdc.in/vision.php
Upload any additional information	No File Uploaded

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

Vivekananda Government Degree College practices decentralization and participatory management in keeping with its belief that

'Teamwork makes the Dreamwork.' The college constitutes various committees to decentralize the work and involve all towards the college's vision and mission. The Principal along with the Teaching/Non-Teaching Staff works as a team and participates in the policymaking, planning, and administration of the college.

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

File Description	Documents
Paste link for additional information	https://vivekanandagdc.in/organogram.php
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

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

Strategic Plan:

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

•The Infrastructural development involved in construction of additional classrooms and procuring equipment for effective implementation of the Curricular, Co-curricular, and Extra-Curricular activities.

•The teaching-learning environment will be strengthened with the introduction of new programmes: in 2023-2024 BCA and , BBA Retail operations were introduced.

•Linkages, MOUs, and collaborations with Public and Private Sectors and Research Institutions willenhance the Academia-Industry readiness/preparedness of the students. College has 7 MoUs.

•The proposed second cycle NAAC in 2022 and the proposal for

Autonomous Status in 2024 will give VGDC the necessary impetus to emerge as a leading Government College in Telangana State and college has applied for fresh autonomous status that was granted by UGC

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://www.vivekanandagdc.in/VGDC%20INSTITUTIONAL%20PLAN%202023-2024.pdf
Upload any additional information	[View File](#)

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

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

Administrative Setup-The College is administered by the Principal and several committeesframed with Teaching/Non-teaching staff and studentsensure decentralization and effective management.The Principal regularly monitors the functioning of the office by convening meetings with teachingand non-teaching staff.The Various committees help in decentralizing work and ensuring the Institution's smooth functioning.

Statutory and Non statutory Committees: ensure effective and aid in efficient administration.

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

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

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

File Description	Documents
Paste link for additional information	https://vivekanandagdc.in/committees.php
Link to Organogram of the Institution webpage	https://vivekanandagdc.in/organogram.php
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

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

Existing Welfare Measures for Teaching and Non-teaching staff: Encouraging to attend Orientation/Refresher/FDP programs Increments/Pay revision Annual and Special increments and pay revision are sanctioned on total emoluments as per UGC/State government rules.

Pension and Gratuity benefits for Teaching and Non-teaching staff sanctioned as per rules. Leave: Casual leave, Maternity, Paternity, Child care, Medical leave, Earned leave, Study leave as per rules. Incentives The Institution felicitates the Faculty who are conferred with National and International awards. Leave Encashment is provided for un availed earned leaves to nonteaching staff. Financial Support The non-teaching staff is sanctioned the Festival advance on request. Medical Assistance EHS (Employee Health Scheme) cashless treatment scheme is provided to the Teaching and Non teaching staff.

Staff Club The Staff Club at VGDC is a family and focuses on promoting social interaction and catering to the recreational needs of the staff. Grievance Redressal Grievance redressal of the staff is taken care of by the Grievance and Redressal Cell and addressed immediately to sustain the pleasant environment.

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

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

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

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)	View File

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

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

2

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

10

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

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

Vivekananda Government Degree College (VGDC) has a Performance Appraisal System for teaching and non-teaching staff. The performance of each faculty member is assessed every year according to the API scores. The Institution besides following the

evaluation process as per established norms identifies thepotential aspect of each teacher and helps them grow professionally. The Non-Teaching Staff are also assessed through annual confidential reports and annual performance appraisals. The Regular, Faculty should possess the UGC and State regulations of minimum qualifications. The appointment of Guest Faculty are done accordingly. The performance appraisal of the Teaching and Non-Teaching faculty is done on the following parameters:

Every year it is mandatory for each teacher to furnish the self appraisal form /API which provides the annual performance of individual teacher that include their efforts towards teaching learning and evaluation, curricular and co-curricular activities, professional development related activities and research and academic contribution. The API appraisal form is assessed by the principal on the parameters mentioned as per 7 criteria and API scores are awarded. Promotions and Career Advancement Schemes (CAS) are based on the API scores. Every year the Commissioner of Collegiate Education nominates senior Principals/ teachers as Academic Advisors Colleges to assess and award scores on teacher's individual academic performance and institute's performance for the academic year.

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

6.4 - Financial Management and Resource Mobilization

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

Office of the Accountant General, (AG) Audit: The external financial audit of the utilization of funds is done by the government auditors, whenever the incumbent principal retires or is transferred.Their report is submitted to the government for further consideration.

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

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

Internal Audit: Annual physical stock verification is done at the end of every academic year. Financial valuation of damaged, obsolete, repairable, or unserviceable items is evaluated. Annual academic audit is done by committee drafted by Principal. Scholarships Audit. Adequate measures are taken to disburse the scholarship amount and an internal audit is conducted by the office followed by an external audit.

ISO audit

File Description	Documents
Paste link for additional information	https://vivekanandagdc.in/Latest%20ISO%20certificate.pdf
Upload any additional information	View File

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

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

0.5

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Vivekananda Government Degree College is a Government Institution; as a result, most of the funding is from government agencies.

However, the Institutions also mobilize funds from philanthropists and Alumni donors. The following funds are allocated to government Institution under the below-mentioned heads:

Special Fee & Tuition Restructured Fee, CPDC Account, UGC grants, RUSA funds, fundsfrom Alumni donors- Funds generated from the above sources are primarily used for the maintenance and development of the Institution.

Salary Funds: The Principal is the Drawing Officer of the Institution. Since our Institution is a Government Institution, it receives salary grant from the State Government.

Optimal Utilization of Funds is done as follows: The fund received under different heads is utilized for Academic and Administrative purposes. Adequate funds are allocated for effective teaching-learning practices and the conduct of seminars, workshops, Field trips, and Extension lectures. Adequate funds are utilized for the development and maintenance of the infrastructure of the Institution. The funds are utilized to meet day-to-day operations and administrative expenses such as stationery, cartridges, registers, teaching diaries, etc. Funds are allocated for the up-gradation of Library, networking, and E-library facilities every year.

The college, to expand its infrastrucure seeks administrative sanction from CCE to utilise its Accumulated funds. In 2023-24 a sanction was given to construct additional 4 classrooms inG + 1 floor.

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

6.5 - Internal Quality Assurance System

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

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

the quality of education.

Practice - 1-Introduction of Certificate Courses- The IQAC plays a crucial role in motivating various departments to conduct certificate courses in a phased manner catering to the increasing student strength. The courses designed were novel and skill-oriented.

Practice - 2 Overall wellbeing of students and staff.IQAC has facilitated awareness programs and workshops for physical and emotional well being of students and staff. Online Yoga classes for women staff for over a year developed mutual cooperation.Free Eye check ups, workshops on financial management for future, stock markets were conducted.

IQAC facilitated activities under MoUs and involved students and staff. and also facilitated Job melas and Campus Placement drives.IQAC has encouraged staff members to attend FDPs, RCs, OCs, Online and offline trainings and submit their PhDs. In 2023-24 about 3 teachers submitted their PhDs and will be awarded by 2024-25.

Thus, the IQAC strived for institutionalising quality assurance.

File Description	Documents
Paste link for additional information	http://www.vivekanandagdc.in/IQAC%20Report%202023-24.pdf
Upload any additional information	View File

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

The Institution underwent change both in terms of quality and quantity after the Accreditation. Criterion Peer Committee Recommendation Progress made by the institution reforms in terms of quality

I - Curricular aspects: Introduction of new degree programmes may be explored - introduced and implemented BCA and BBA Retail .

II- Teaching-learning and evaluation The faculty members are highly experienced, and dedicated.IQAC ensures the updation of

their Teaching diaries online in CAIIMS portal.

III- Research, Consultancy and Extension Teachers areencouraged and motivated to apply for project work and to publish in reputed journals- in 2023-24 about 11 papers and 29 books were published

IV- Infrastructure and Learning resources Expansion of infrastructure must be taken onpriority basis. Accomplished with State and RUSA funds. proposal to construct additional classrooms, complete automation of library is taken up. E-corner is established.

V-Student Support and Progression Centre for Competitive Examinations can be established for Banking and Civil services. Examination Centre for Competitive Examinations where the students training to get admission into national gain entry into services is being launched.

VI-Governance,Leadership and Management Office automation is completely done. CAIMS – Automation software of Commissionerate Collegiate Education is in operation.

VII -Institutional Values and Best Practices To empower girl students and conduct skill enhancement programsand develop overall well being of students and staff- achieved

File Description	Documents
Paste link for additional information	http://www.vivekanandagdc.in/iqacdata.php
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://vivekanandagdc.in/annualreports.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

VGDC Women Empowerment Cell (WEC), spares no effort in promotinggender equity among students. Boys and girls are treated on equal terms and are involved in all the workshops and activities.WEC ensures to deal with gender-related issues. Moreover, awareness on gender equity is spread through posters, programs, and interactive sessions. Separate sessions are held for boys (by Gillette) and girls (by HUL).

Safety and Security: The college has installed CCTV cameras and the Anti-Ragging committee is vigilant 24/7. WEC conducts counselling sessions and provide contact numbers of NGO partners and TELANGANA POLICE helpline for their personal help and counselling.WEC works in tandem with the Grievance Redressal Cell and Internal Complaints Committee and look into grievances .The College has a zero-tolerance policy on issues concerning gender, ragging, sexual harassment etc. Counselling: WEC continuously counsel students on issues relating to young adults and help in takingdecisions in their personal and professional lives.The teaching Staff also gives counselling to the needy students apart from mentoring sessions.

Malabar Gold Sponsorhip:As a part of Corporate Social Responsibility and promotional initiative Malabar Gold Company sponsored prizes for "Best Bathukamma" during Bathukamma competiions where manyGirl students participated and applied for merit scholarships.

File Description	Documents
Annual gender sensitization action plan	https://vivekanandagdc.in/WEC%20Action%20Plan%2023-24.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.vivekanandagdc.in/wec%20activity%20reports%2023-24.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above

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

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

Environmental protection and ways for sustainability form the prime focus of VGDC. The college Shoulder the responsibility of keeping the premises clean and green.

1. Solid Waste Management:

i) The college has placed dust bins at different corners of the campus and the MCH workers collect the segregated waste segregated by the gardener. ii) The NSS volunteers organise a cleanliness driveand clean the campus once a month. iii) The College has plants and trees around the campus and departments of Life Sciences maintain a composting pit. iv) The Eco Club ensures a plastic-free campus. v) The college minimizes the use of paper by using social media for official communications vi) The Office updates its files in CAIMS software.

2. Liquid Waste:

i) Plumbing maintenance of taps is done on regular basis to arrest wastage of water.

ii) Posters on water conservation are displayed around the campus
iii) Rainwater harvesting pits are dug at different locations.

3. E-Waste/hazardous waste: i)The broken furniture is brought in reuse after assembling the useable parts. ii) Other E-waste materials are stored in a separate room, and later, disposed of as per the CCE instructions. iii) AMC ensures minimum e-waste. iv) The hazardous waste is minimal, and science departments manage disposal as per standard norms and procedures.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://www.vivekanandagdc.in/LED%20lights, energy%20efficient%20Fans,%20ICT%20geo%20tagged%20pics.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**

C. Any 2 of the above

3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	**No File Uploaded**

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

VGDC has always been at the forefront in sensitising students to the cultural, regional, linguistic communal and socio-economic diversities. The college organizes several activities to build and promote tolerance and harmony towards cultural, regional,linguistic, communal socio-economic and other diversities among the students and staff.

1. Commemorative days are celebrated on the campus to generate the feeling of oneness and social harmony.
2. Teachers motivate Students to celebrate different festivals to impart social and religious harmony.
3. The college celebrates Telangana Formation Day on 2nd June, to honour the formation of state.
4. Bonalu and Bathukamma centuries-old traditional festivals are celebrated to keep its cultural heritage alive.
5. Students are encouraged to participate in inter-collegiate literary and cultural festivals, and Hyderabad Literary Festival events.
6. VGDC promotes communal harmony by conducting workshops incollaboration with Samskruthi Foundation, NGO to help students embrace unity in diversity.
7. To deliberate linguistic harmony, VGDC celebrates Hindi Dinostav, Telugu Dinostavam, Mother Language Day, English Language Day .
8. Republic Day and Independent Day are celebrated every year in the College.
9. VGDC celebrates Ekta Diwas, to inculcate the feeling of oneness among the Staff and Students.
10. The College strictly follows the reservation policies for admissions of students and appointments of staff.

11. The NSS unit of VGDC has actively participated in regular and special camp activities.

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

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

VGDC takes all possible initiatives in organizing various events andprogrammes to sensitize students and employees to the constitutional obligation.Various departments observe the following days: i)National Unity day: The Social Science department of VGDC administers the Rashtriya Ekta Diwas pledge to the staff and students and motivates them to strive to maintain the unity and integrity of the country on the 31st of October ever year. ii) Constitutionday: The College celebrates Constitution Day on 26th November every year to commemorate the adoption of the Constitution of India. iii) Aids day: The College observes Aids day on 1st December, the Staff and Students support a global effort to prevent new HIV cases. iv) Human rights: The College observes Human Rights Day on 10th December every year. The teachers focus on "be the change you want to see". v) National Voters Day: The College celebrate National Voters Day on 25th January, every year to make the students aware about their Right to Vote and emnroll students as voters.

vi)Republic day: The College Celebrates, 26th January, every year to honour the establishment of the Indian constitution.

vii INTERNATIONAL DEMOCRACY DAY: The college celebrates the International Democracy day every year on 15th September

File Description	Documents
Details of activities that inculcate values; necessary to render students in to 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 programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

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

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

i) The Staff and Students of VGDC all come together under one umbrella to celebrate important days to commemorate the ideology of nationalism and to pay tribute to our great National Leaders.

ii) The College celebrates the following days:

The International Youth Day is celebrated on January 12th to inspire young students,Republic Day is celebrated on January 26th to pledge to uphold the honour integrity and diversity of India.

National Science day on 28th February to mark the discovery of the Raman effect.

VGDC celebrates International Yoga Day on 21st June to know about the benefits of practicing of yoga 22nd July – Mendel's Birthday to commemorate Father of Genetics' contributions.

The College celebrates 15th August every year and acknowledge the

sacrifices of the leaders.

To deliberate linguistic harmony 29th August – Telugu Basha
Dinotsavam and 9th September Language day are celebrated.
Teachers' day is celebrated on 5th September, to honour teachers.

The College observes Hindi Diwas on 14th September to mark the
popularity of Hindi as national official language.

VGDC celebrates Ekta Diwas on 31st October to show their
solidarity and unity in diversity.

The Departments of Social Sciences on 14th April organizes
programs in memory of Dr.B.R. Ambedkar .

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice -1 Name of the Best Practice: Mentor –Mentee
counselling with Certificate Courses

Objectives:To help students maintain academic well being and cope
the academic lag and update their knowledge. Context: Academic
disruption,post pandemic issuesresulted in restlessness among
students affecting their academic,physical and emotional well
being.Thusthe College has decided to provide Mentor- Mentee
services and certificate courses to help students bridge the gap.

Practice: The mentors counselled the students over phone and
WhatsAppand helped students cope with the academic lag. Students
were given access to video lessons to help them learn and revise
at their pace and and certificate courses offeredto update their
knowledge.

Success of the Practice:The students bridged the academic lag and updated theirknowledge as a teamand were to help fellow students.

Beat Practice 2:Overall well being of students and staff:

Objectives: To focus on physical, emotional and financial fitness of students and staff

Context: After effects of pandemic affected the overall well being of family and individual. Students and staff often fell sick and felt low as they spent their savings on health and medication.

Practice: awareness programmes, free online yoga, meditation classes were shared with Students and staff to encourage them to engage in physical and emotional fitness. sessions from experts were conducted on best investment plans, SIP-Stock, health insurance to secure their future and face emergencies. The practice was successful as students and staff managed their overall fitness.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

VGDC has adopted a five-pronged approach to bring about consistent growth in academics and strengthen it with infrastructure development to provide students from socially and economically weaker sections of society and often first-generation learners with facilities that would equip them to face the challenges of life with boldness and courage.

1. Introduction of new courses in CBCS: this year the college introduced BBA Retail Operations and BCA

2. Introducing certificate courses and 5 Student study projects at state level among which one project won second prize

3. Increase in student strength from 1973 in 2021-22 to 2062 in 2022-23, the strength increased to 2155 in 2023-2024.

4. Teaching Faculty- to meet the educational demands of increased student strength, the college engaged services of qualified guest faculty and this year about 3 teachers have submitted their PhD research work and completed Viva Voce too.

5. Infrastructure expansion- College initiated construction of 3 additional classrooms on 3rd floor and received administrative sanction for construction of 4 additional classrooms..

Thus Expansion has been the priority of the college and the performance is quite satisfactory.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
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7.3.2 - Plan of action for the next academic year

The college plans to implement autonomy with effect from the next academic year 2024-2025 for the semesters 1 and 2 of all the UG programs.

The College plans to strengthen its infrastructure by constructing additional classrooms.

The college plans to establish an NCC unit as it was sanctioned.

The college plans to introduce new programs- a) BCOM Finance,b) BA Local Administration and c) increase student intake in Arts.

The college plans to encourage faculty to submit their PhD thesis for award of degree. About 3 teachers have submitted and 3 have enrolled for PhD programmes.

The College Plans to get additional teaching posts sanctioned to balance the Student Teacher ratio.