

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

1. Details of the Institution

1.1 Name of the Institution

Vidya Vikas Education Society's
VIKAS NIGHT COLLEGE OF ARTS, SCIENCE & COMMERCE

1.2 Address Line 1

VIKAS HIGH SCHOOL MARG, KANNAMWAR NAGAR- 2

Address Line 2

VIKHROLI (EAST)

City/Town

MUMBAI

State

MAHARASHTRA

Pin Code

400083

Institution e-mail address

vikascollegeprincipal@gmail.com

Contact Nos.

022-25783540, 022-25784267

Name of the Head of the Institution:

PRIN. (DR.) RANJAN KUMAR PATRA

Tel. No. with STD Code:

022-25783540

Mobile:

9892299780

Name of the IQAC Co-ordinator:

MR. VIVEK D. KURAMBHATTI

Mobile:

9820385580

IQAC e-mail address:

vikascollegeprincipal@gmail.com

1.3 NAAC Track ID (For ex. MHCogn 18879)

15132

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/63/RAR/30 dated 23-03-2013

1.5 Website address:

vikascollege.org

Web-link of the AQAR:

http://www.vikascollege.org/IQAC/iqca_pdf/2013_14pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	NA	2005	5 Years
2	2 nd Cycle	A	3.15	2013	5 Years
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :DD/MM/YYYY

27/06/2005

1.8 AQAR for the year (for example 2010-11)

2013-14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR____ 2012-13 Submitted to NAAC on 28/09/2013____(DD/MM/YYYY)
- ii. AQAR_____ (DD/MM/YYYY)
- iii. AQAR_____ (DD/MM/YYYY)
- iv. AQAR_____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

UNIVERSITY OF MUMBAI

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="00"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
2.8 No. of other External Experts	<input type="text" value="00"/>
2.9 Total No. of members	<input type="text" value="13"/>

2.10 No. of IQAC meetings held : - 03

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. To Promote research among faculty members.	1. Five faculty members have been registered for Ph.D.
2. To Promote research among students.	2. Project work is with 40% weightage in the curriculum at PG. Level.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	00	00	00	00
PG	05	00	05	00
UG	08	00	06	00
PG Diploma	00	00	00	00
Advanced Diploma	00	00	00	00
Diploma	00	00	00	00
Certificate	00	00	00	00
Others	00	00	00	00
Total	13	00	11	00
Interdisciplinary	00	00	00	00
Innovative	00	00	00	00

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	13
Trimester	00
Annual	00

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The syllabus of all subjects at Third Year level of Undergraduate Programmes was revised.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	13	06	06	01	00

2.2 No. of permanent faculty with Ph.D. 01

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	83	08	06	00	01	00			90	08

2.4 No. of Guest and Visiting faculty and Temporary faculty 02 14 00

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	14	07
Presented papers	01	08	02
Resource Persons	NIL	01	NIL

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Project based Learning, interactive Method and computer assisted Learning is adopted.

2.7 Total No. of actual teaching days during this academic year 187

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Bar Coding & Photocopy

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 01 00 03

2.10 Average percentage of attendance of students 76%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com.	359	02	16	190	---	58%
B.M.S.	55	---	05	23	---	50.90%
B.Com (Acc & Fin)	22	---	04	10	---	63.64%
B.A.	48	---	03	23	01	56.25%
B.Sc.	29	01	02	04	---	24.13%
B.Sc (Bio-tech)	31	---	04	16	---	64.52%
B.Sc (IT)	157	---	11	109	---	76.43%
M.Com	29	---	09	16	---	86.21%
M.Sc (Chemistry)	08	---	02	02	---	50%
M.Sc (IT)	12	---	03	05	---	66.66%
M.Sc (Bio-tech)	08	---	02	01	---	37.50%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

The college has an Academic Review Committee functioning under the IQAC, which constantly monitoring and reviewing the academic progress of the college.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	00
UGC – Faculty Improvement Programme	01
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	00

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	42	00	NIL	02
Technical Staff	09	00	00	00

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

* Special fund is sanctioned in the college budget for research activities

*In-house workshops were conducted on Research Methodology

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	01	01	03
Outlay in Rs. Lakhs	165000	125000	140000	165000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	03	00	00
Non-Peer Review Journals	00	00	00
e-Journals	03	00	00
Conference proceedings	00	05	00

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	02	UGC	140000	140000
Interdisciplinary Projects	N.A.	N.A.	00	00
Industry sponsored	N.A.	N.A.	00	00
Projects sponsored by the University/ College	N.A.	N.A.	00	00
Students research projects <i>(other than compulsory by the University)</i>	N.A.	N.A.	00	00
Any other(Specify)	N.A.	N.A.	00	00
Total	01		140000	1400

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

Level	International	National	State	University	College
Number	00	01	00	00	01
Sponsoring agencies	N.A.	UGC	N.A.	N.A.	Management

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	00
	Granted	00
International	Applied	00
	Granted	00
Commercialised	Applied	00
	Granted	00

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
01	00	01	00	00	00	00

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

00
00

3.19 No. of Ph.D. awarded by faculty from the Institution

00

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF 00 SRF 00 Project Fellows 00 Any other 00

3.21 No. of students Participated in NSS events:

University level 200 State level 00
National level 00 International level 00

3.22 No. of students participated in NCC events:

University level 00 State level 00
National level 00 International level 00

3.23 No. of Awards won in NSS:

University level 01 State level 00
National level 00 International level 00

3.24 No. of Awards won in NCC:

University level 00 State level 00
National level 00 International level 00

3.25 No. of Extension activities organized

University forum	01	College forum	02		
NCC	00	NSS	18	Any other	NII

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Blood Donation and Health Check up Camp.
- Youth for Rural Development Camp.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area (in acres)	2.98	00	00	2.98
Class rooms	26	00	00	26
Laboratories	09	00	00	09
Seminar Halls	01	00	00	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	00	00	00	00
Value of the equipment purchased during the year (Rs. in Lakhs)	00	00	00	00
Others	00	00	00	00

4.2 Computerization of administration and library

The college administration and library as semi-computerized

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13133	2626609	2550	341030	15683	2967639
Reference Books	14651	2930208	952	355795	15359	3286003
e-Books	00	00	00	00	00	00
Journals	46	53525	00	56006	46	109531
e-Journals	3578	15000	00	00	3578	15000
Digital Database	00	00	01	5000	01	5000
CD & Video	68	19875	00	00	80	19875
Others (specify)	00	00	00	00	00	00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	187	145	187	00	00	07	08	05
Added	00	00	00	00	00	00	00	00
Total	187	145	187	00	00	07	08	05

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

In house training programmers were conducted by the faculty members form the department of Computer Science in regular intervals.

4.6 Amount spent on maintenance in lakhs :

i) ICT	40200
ii) Campus Infrastructure and facilities	946865
iii) Equipments	121403
iv) Others	12080
Total :	1120548

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- * Career counseling workshops were conducted.
- * Remedial coaching is introduced for slow learners.
- * Class teacher system is introduced to minimize the communication gap between students and teachers.

5.2 Efforts made by the institution for tracking the progression

- * The system of continuous monitoring of individual and departmental performance and feedback for improvement is introduced.
- * Periodical review of growth on post accreditation period and an MIS system was introduced by the Management.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2620	183	00	00

(b) No. of students outside the state

09

(c) No. of international students

NIL

Men	No	%
	1920	68

Women

No	%
883	32

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1672	601	98	412	00	2783	1649	594	106	453	01	2803

Demand ratio 1:1.6

Dropout % 0%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Entry Level coaching classes were conducted under the UGC funding scheme.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

* The college has organized two career guidance programme.
* Resource persons were invited from the field of Accountancy and Banking.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
05	107	14	08

5.8 Details of gender sensitization programmes

The women Development Cell has conducted two programmes on gender sensitization during the year.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	03	13700
Financial support from government	567	72,76,425
Financial support from other sources	00	00
Number of students who received International/ National recognitions	00	00

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____NIL_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: To be an accredited autonomous, and proactive centre for excellence, combining knowledge with innovation leading to an all round development of students, especially belong to the weaker sections of the Society in their chosen area of specialisation.

MISSION: To reflect the vibration of social aspirations on education.

6.2 Does the Institution has a management Information System

YES: The college has a MIS system relates to student admission, Student records, Finance and Routine Administration.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Introduction of value based career oriented programmes at Diploma, Degree and Postgraduate Degree level.

6.3.2 Teaching and Learning

A transparent admission system, College Academic Calendar, Department wise teaching plan and feedback, Remedial coaching and use of ICT.

6.3.3 Examination and Evaluation

Semester Examination system with 40% weightage on internal assessment, Case Study, and Project Evaluation, as per the examination rules of University of Mumbai.

6.3.4 Research and Development

- *Planning to establish a Research Centre in the faculty of Commerce.
- *Regular discussion and workshops on research orientation.
- *Budgetary provision for research and development in the college budget.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Automation of the library system, Wi-Fi Internet connection, E-Journals, Way-2 SMS mode for staff and students, INFLIBNET connectivity to individual staff, and use of LCD projectors in the class rooms.

6.3.6 Human Resource Management

- *Financial aid to teaching faculty for research work.
- *Loan facility from Employee's Co-op Credit Society.
- *Preference to student to join as faculty and staff after acquiring required qualifications.

6.3.7 Faculty and Staff recruitment

Preference is given to our pass-out students during faculty and staff recruitment.

6.3.8 Industry Interaction / Collaboration

- *Interaction and collaboration with industry for industrial visit, student's project work, placement, and funded research projects.

6.3.9 Admission of Students

Help Desk is setup for guiding, counselling and providing admission related information to the students.

6.4 Welfare schemes for

Teaching	Employee's Co-operative Credit Society.
Non teaching	Employer's Co-operative Credit Society.
Students	* Free medical Advisory Centre * Instalment facilities on payment of fess

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	No	NA
Administrative	No	NA	No	NA

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

N.A.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N.A.

6.11 Activities and support from the Alumni Association

- *Formally established Alumni Association.
- *Formal meeting with the alumni twice a year for Annual plans.
- *Informal interaction with and support from alumni, when and where requirement.

6.12 Activities and support from the Parent – Teacher Association

- * Formally established Parent – Teacher Association.
- * Formal meeting once in each term (twice in a year).
- * Informal interaction of parents with class teachers, when and where required.

6.13 Development programmes for support staff

- * Encouraging them to pursue higher education by providing financial support and concession in duty hours.
- *Preference in taking admission in courses conducted by the institution.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- * Garbage free campus with installation of an eco-friendly garbage collection box in collaboration with “STREE MUKTI SANGATHAN” an NGO.
- * Zero plastic campus.
- * Use of dust-free chalks and white board.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- * Promoted research environment among staff and students
- * Student with economically poor background are permitted to take admission by paying fees in instalment.
- * The University Examination forms of the students are verified by the senior member of examination committee before submission to ensure accuracy and to minimize future complications in examination and result.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- * The college has applied for a new career oriented programme at graduation level i.e. - “B.A. in T.V. Film and Media Production” to University of Mumbai.
- * The college has also applied for B.Voc. Programme i.e. - “Media Production”, and “Medical Laboratory Technology” to the UGC.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

*Instalment facilities to the students on payment of college fees.
*Group Book Bank Scheme.
(Refer annexure- - II)

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

*Tree Plantation by village the NSS unit in the campus
and in rural camp at Vangani, Dist- Thane, Maharashtra

7.5 Whether environmental audit was conducted? Yes

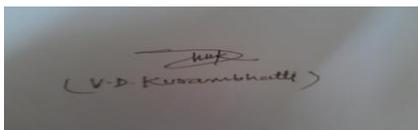
No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

8. Plans of institution for next year

- * To start career oriented programmes.
- * To promote Research environment in the college.
- * To establish a Staff Academy.
- * To poster skill development among the staff.
- * To conduct ICT training programme for teaching and non-teaching staff.
- * To establish Web Server and E-Mail server of the college.
- * To have Wi-Fi network in the college premises.
- * To develop student's portal and to make online study material available to students.
- * To review and restructure the functioning of the Career Counseling and Placement Cell of the college.
- * To strengthen alumni association and is develop a mentioning system in specialised skill based areas.
- *To conduct NAAC sponsored seminar on "Enhancement of quality in higher education".

Name **Mr. Vivek D. Kurambhatti**



Signature of the Coordinator, IQAC

Name **Dr. Ranjan K. Patra**



Signature of the Chairperson, IQAC

Annexure I

VIDYA VIKAS EDUCATION SOCIETY'S
VIKAS NIGHT COLLEGE OF ARTS, SCIENCE & COMMERCE, VIKHROLI.
ANNUAL ACADEMIC CALENDER
ACADEMIC YEAR 2013-2014

01	College Re-opening	11 th June 2013
02	First Term Lecture Start S.Y.& T.Y. Classes	11 th June 2013
	F.Y. Classes	27 th June 2013
	M.Sc.-I	25 th July 2013
	M.Sc.-II	4 th July 2013
	M.Com.-I	25 th July 2013
	M.Com.-II	4 th July 2013
	Induction Programme for F.Y. Classes	5 th July 2013
	Meeting of Student Council	3 rd August ,2013
	Meeting of Parent Teacher association	7 th August 2013
	Internal Class Tests (1st Term)	16 th ,17 th ,18 th August 2013
	Meeting of Student Council	7 th September, 2013
	Meeting of Parent Teacher association	8 th September, 2013
04	Last Instructional Day of First Term	
	S.Y Classes	27 th September, 2013
	F.Y Classes	10 th October,2013
	T.Y Classes	16 th October,2013
05	First Term / Semester Examination	4 th October, 2013
	Paper Assessment & Moderation	10 th October, 2013 to 24 th October, 2013
	Result Declaration	21 st November, 2013
06	Term End Staff Meeting	27 th October, 2013
07	Diwali Vacation	5 th November 2013 to 18 th November 2013
08	Second Term Lecture Start	19 th November, 2013

	Meeting of Student council	21 st November 2013
	Meeting of PTA	22 nd November 2013
09	College Days	24 th November, 1 st , 8 th , 15 th , 22 nd December 2013
10	Study Tour	8 th December 2013
	Re-exam (1st and 3rd semester)	10 th December 2013 to 18 th December 2013
	Re-exam (1st and 3rd semester) paper assessment	12 th December 2013 to 24 th December 2013
	National Commerce Conference	20 th December 2013
	Winter Vacation	26 th December 2013 to 1 st January 2014
	NSS Camp	23 rd December 2013 to 29 th December 2013
	Re-exam (1st and 3rd semester) Result declaration	10 th January 2013
	Internal class Test(2nd Term)	2 nd , 3 rd , 4 th January 2014
	Meeting of Student Council	5 th January 2014
	Meeting of PTA	7 th January 2014
	Annual Function	10 th January 2014
11	Blood Donation Camp	16 th January 2013
12	College Sports	17 th , 18 th , 19 th January 2014
13	Practical Examination of Second Term	1 st March 2014 to 31 st March 2014
19	Last Instructional Day of Second Term F.Y Classes S.Y Classes T.Y Classes	28 th February, 2014 28 th February, 2014 10 th March, 2014
20	Second Term/ Semester Examination	4 th March 2014 to 20 th March 2014
	Paper Assessment	6 th March 2014 to 27 th March 2014
	Result Declaration	8 th April 2014
	Mark Sheet Distribution	8 th April 2014
	Re-exam (2nd and 4th semester)	15 th April 2014 to 23 rd April 2014

	Re-exam (2nd and 4th Semester) paper assessment	17 th April 2014 to 25 th April 2014
	Re-exam(2nd and 4th semester) result declaration	29 th April 2014
21	Issue of Admission Form (S.Y. & T.Y. classes)	15 th April 2014 to 18 th April 2014
22	Admission (S.Y., T.Y. classes)	16 th April 2014 to 25 th April 2014
23	Term End Staff Meeting	30 th April 2014
24	Celebration of Maharashtra Day	1 st May 2014

Copy to:

- 1] The Secretary, V.V.Edu. Society.
- 2] The Joint Secretary, V.V.Edu. Society.
- 4] Prof. Shaji Mathew, Vice-Principal.
- 3] Prof. V. V. Mulay, Vice-Principal.
- 5] All Head of the Departments

BEST PRACTICE NO. 1

1. Title of the Practice

INSTALLMENT FACILITIES TO THE STUDENTS ON PAYMENT OF COLLEGE FEES

2. Goal

Help to provide education to the underprivileged classes and serving students to bring social reformation.

3. The Context

- A majority of our students are from very economically poor background.
- Mostly, they are the children (first generation learners) of slum dwellers, daily workers, house maids and the people doing odd jobs.
- The annual colleges fees of the aided courses are around Rs. 5000 and of the unaided courses are around Rs. 20000, which is beyond their capacity to pay at a time.
- Though the college is not financially rich to provide financial concession to them, but has planned to help them in the form of encouraging them to continue higher education by paying annual college fee on easy instalments.

4. The Practice

- Usually a notice is displayed on the main gate to inform the students that they may approach the principal along with their parent, for instalment payment facility.
- On meeting the students and the parent, the principal judge and take the decision on case-to-case basis.
- Applications of students are considered and they are allowed to pay the fees in planned and easy instalments.
- The college borrows the required fund from the College Management to pay the share of fees of the said students to different agencies concerned.
- On collection of the instalments from the students, the college repays the amount borrowed to the management.

5. Evidence of Success

During the academic year 2013-2014 the total fees number of student benefited from this practice is as:

Art Section (Aided)	-	19 Students
Commerce Section (Aided)	-	83 Students
Self Finance Section	-	<u>77 Students</u>
Total	-	<u>179 Students</u>

6. Problems Encountered and Resonances Required

- In some cases, the college faced problems on recovery of instalments.
- Limitation of the financial resources of the college is a matter of limitation to enhance the coverage of the system.

7. Notice (Optional)

The Management of the college is strongly supporting the practice and has assured to enhance its support to achieve the goal.

8. Contact Detail

Name of the Principal: Dr. R. K. Patra

Name of the Institution: Vidya Vikas Education Society's Vikas Night
College of Arts, Science & Commerce

Accredited Status: Reaccredited Grade – A with CGPA 3.15

Work Phone: 022-25783540, 022-25784267 Fax: 022-25796196

Website: www.vikascollege.org E-mail: vikascollegeprincipal@gmail.com

Mobile: 09892299780

BEST PRACTICE NO. 2

1. Title of the Practice

GROUP BOOK BANKS SCHEME

2. Goal

To extent support the economically poor students for higher education.

3. The Context

- The Group Book Scheme is a special book bank scheme of the college to provide books and study materials to economically poor students, on annual lending basis, at free of cost.
- The scheme is function along with the regular University Book Bank scheme.
- The books under this scheme are purchased from the special funds sectioned by the Management and books donated by the teachers and well-wishers.

4. The Practice

- At the beginning of the academic year, a notice is circulated to invite applications from the groups of two economically poor students, those who want to avail the benefits the scheme.
- Applications are scrutinized on the basis of need of the group and availability of books.
- The selected groups are allowed to borrow a full set of books, as per their curriculum, for a period of full term for home study.
- Both the partner of a group has to exchange the book among each other mutually, as per their requirements.
- They have to return the books at the end of the term.

5. Evidence of Success

During the academic year 2013-2014 the total number of student benefited from this scheme are:

- Total books in the scheme:1891
- No. of student benefited: 418

6. Problems Encounter and Resonances Required

Financial constraint is a factor of limitation to expend the coverage of this scheme.

7. Notice (Optional)

The college is associating to same selected Alumni to enhance their support to the scheme.

8. Contact Detail

Name of the Principal: Dr. R. K. Patra

Name of the Institution: Vidya Vikas Education Society's Vikas Night
College of Arts, Science & Commerce

Accredited Status: Reaccredited Grade – A with CGPA 3.15

Work Phone: 022-25783540, 022-25784267 Fax: 022-25796196

Website: www.vikascollege.org E-mail: vikascollegeprincipal@gmail.com

Mobile: 09892299780

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
