



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

VIVEKANANDA MAHAVIDYALAYA

VIVEKANANDA MAHAVIDYALAYA, VILLAGE- HARIPAL, POST-
KHAMARCHANDI, DIST- HOOGHLY, PIN- 712405, WEST BENGAL
712405

vmharipal.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

August 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

VIVEKANANDA MAHAVIDYALAYA, HARIPAL, HOOGHLY started under the guidance of “Vivekananda Samsad”. The “Vivekananda Samsad” started functioning in the year 1963 with the sole motto of socio-cultural and educational upliftment of the adjoining rural areas of Haripal under the leadership of Pandit Dharanath Bhattacharyya. The college started its journey from the 8th day of August 1966.

Vivekananda Mahavidyalaya is affiliated to the University of Burdwan (vide University communication no I/c/2067(4)/66 dated 08/08/1966) and started its journey from the 1966-67 academic session. The college starting from a quaint rural neighbourhood has eventually grown into a bustling institution with 19 departments educating nearly 5000 students every year to modern pedagogy, emerging technologies, rich and cultural heritage of our country etc. The college has recently adopted NEP 2020 as per the curricula framed by the University of Burdwan.

The objectives of the institution is to fulfil the aim of the founder Pandit Dharanath Bhattacharyya, by spreading value-based education to the remote area, specially to weaker section in order to establish them in their field of work.

In addition, college NSS unit and games and sports department are doing their best performance with the active help of teaching as well as non-teaching staff and also with the neighbouring area of the college to inculcate the spirit of sound body and sound mind of the local youths.

Imparting education not only enlightens the receiver but also broadens the giver – the Teachers, Parents and the Friends. The effectiveness of an Institution can be conceived in terms of five main aspects as follows –

1. Achievement of Goals.
2. Development of the people.
3. Expansion.
4. Self renewal.
5. Impact on the larger community.

Taking the above points into considerations, the Internal Quality Assurance Cell is working relentlessly to achieve the basic motto of “Quality Enhancement and Sustenance” in Teaching –Learning and other aspects.

Vivekananda Mahavidyalaya has its strength, weakness, opportunities and challenges.

We as an institution firmly believe that evaluation by accreditation agencies like NAAC is essential for the achievement of institutional objectives. In this regard we have taken the venture twice in 2005 and 2015. We have been accredited twice with a grade B by NAAC. The College has been recognized under Section 2(f) and eligible for receiving central assistance (UGC grant) under Section 12 (B) of UGC Act. The College has been awarded grants UGC and from RUSA 2.0 for development plan of our institution.

We look forward for accreditation for the 3rd Cycle and are striving hard to become a “SMART INSTITUTION” with full Accountability, reliability and Transparency.

Vision

The vision of the institution is to provide the maximum educational facilities to the learners belonging to the weaker and underprivileged section of the society, coming from remote area and to enrich them in their academic field as well as carrier-oriented field. Following the footsteps of Swami Vivekananda our VISION is “Meritum Ethicus” i.e. merit and ethics.

Mission

The mission of the institution is to produce a good number of excellent students who will enlighten the college as well as the society in the field of higher study / research/carrier-world.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. The College has a long and enriched history in providing quality education to the local students in consonance with the motto of atmanan vidhi. The institution imparts higher education to students with a significant percentage from first generation and woman learners, coming mostly from socially and economically backward communities.

2. Infrastructure and academic environment: Existence of favourable academic environment with good ambiance and clean environment with well-maintained infrastructural facility in the campus.

3. Highly qualified Teachers with different specialized fields are recruited strictly following the UGC and State government rules and regulations. Students' admission is strictly on merit- basis

4. Geographical location is advantageous. Well connected by rail and bus.

5. Diversity of learning 19 subjects under regular curriculum is offered.

6. Library equipped with a rich & large archival section, full automated with SOUL 3.0 digital cataloguing facilities, subscription to different academic and research based e-resources (N-list).

7. Regular organization of seminars, capacity building and skill enhancement programmes.

11. Evidence of inclusive education with minimum drop out ratio. The academic performances in terms of pass-out percentage, progression to higher studies as well as placement in services are appreciable. Besides, the students also receive awards and recognitions in different curricular and extra-curricular activities.

12. Students and staff come from communities and areas that are socially, economically or culturally less-privileged. This helps the institution to identify the diverse ideas of thinking inclusively and globally as well as promote better personal and professional growth among the students.

13. Institutional Facilities:

1. Clean & purified drinking water facility for all

1. Own dedicated Electrical Transformer.

2. High speed internet facility and ICT enabled rooms and smart classes

3. Barrier-free environment for physically-challenged persons with the aids of wheel-chairs, and ramps.

4. Well-equipped Computer lab- and Central Instrumentation Facility for conducting

Research works. Three teachers are recognized supervisors for PhD students.

1. E-Learning Management System beyond classroom teaching.

2. Large playgrounds for outdoor sports Indoor Games Facilities, Multi - Gymnasium and space for Yoga, Basketball, Badminton

3. Seminar and Auditorium for conducting different seminars, workshops and conferences, meetings and cultural programmes.

4. Medicinal Plant Garden and Biodiversity incubation centre.

14. Environmental awareness and protection activities through:

1. Plantation of trees throughout the campus.

1. Plastic-free campus.
2. Neat and clean campus environment through regular management of the solid, liquid and e- wastes.

15. Different Extension and Social Outreach programmes in neighbouring adopted villages CHANDIPUR & RAGHUBATI.

16. Feedbacks from its stakeholder's analysed and necessary action taken for improvement.

Institutional Weakness

1. **Limited Curricular Autonomy:** The institution faces a significant weakness in its limited ability to develop curricular contents for various programs, as it is guided by university curricula.
2. **Inadequate Non-Teaching Staff:** Insufficient supporting staff, particularly in the Office, hampers daily operations and smooth execution of academic activities. Efforts to recruit casual staff have been made but remain inadequate.
3. **Limited Industry Tie-ups for Training:** There is a shortage of collaborations with industries for providing students with hands-on training in various skills
4. **Underutilized Girls' Hostel:** Despite having a Girls' Hostel, the number of applicants opting for hostel facilities is low.
5. **Need for Rural Technology Courses:** There is a pressing need for courses and training programs focused on rural technology.
6. **Inter-departmental and Inter-college Collaboration:** Initiatives are needed to promote interdisciplinary exchange among departments and neighboring colleges to enhance social connectivity.
7. **Reformation of Career Counseling Services:** The institution plans to reform its career counseling cell to better serve its students.
8. **Challenges in Staff Recruitment:** Management faces difficulties in filling vacant positions for non-teaching staff, despite placing necessary requisitions with competent authorities.
9. **Enhancing Computer Literacy:** There is a recognized need to increase computer literacy among both teaching and non-teaching employees.
10. **Lack of Non-Teaching Staff Appraisal:** There is currently no system in place for performance appraisal of non-teaching staff.
11. **Absence of Staff Quarters:** The college lacks staff quarters, posing a challenge for accommodating faculty and staff.

Institutional Opportunity

1. There is a promising opportunity to expand our offerings with a wider array of extracurricular Add-on programs and Skill-oriented Certificate Courses that go beyond the standard curriculum.
2. Our faculty members have the potential to significantly increase their involvement in research projects and publications, contributing to academic advancement and innovation.

3. Enhancing remedial and tutorial classes, along with implementing regular class tests, will provide crucial additional support to students who may require it, promoting their academic progress at the undergraduate level.
4. There is potential for teachers to develop e-content by upgrading existing e-learning tools, enhancing the educational resources available and enriching the learning experience for students.
5. Despite the installation of a 3KVA Solar PV module, the substantial potential of Solar Power remains largely untapped. Consideration is now being given to further augmenting our solar energy capacity to maximize its benefits.
6. The introduction of the New Education Policy has created an opportunity for the college to engage in interdisciplinary and multidisciplinary research and academic activities, fostering collaborative learning experiences for both students and faculty members alike.

Institutional Challenge

1. Establishing academic partnerships with renowned institutions and industries to enhance career prospects for our students presents a significant challenge.
2. Ensuring regular recruitment drives to increase placement opportunities for graduating students is a priority.
3. Limited funding poses obstacles to organizing national seminars and conducting minor/major research initiatives.
4. Despite a favorable teacher-student ratio, the current staffing levels may not adequately support the additional functions required for smooth college operations.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Vivekananda Mahavidyalaya Haripal, Hooghly is an affiliated college under The University of Burdwan. The college takes great care in ensuring that the curriculum is well implemented. Being an affiliated undergraduate college, our institution depends solely on the curricular framework and guidelines provided by the parent university. The institution adheres to an Academic calendar based on the University academic calendar and runs from June 1st to May 31st of the following year.

The University introduced new Semester-wise Course Structures of B.A./B.Sc./B.Com. under the Choice Based Credit System (CBCS) since 2017-2018 Academic Session. The academic year begins with a Teachers' Council meeting, where the syllabus for the upcoming year is discussed. Each department takes this information and further dissects the syllabus among respective faculty members of the specific subject. Each faculty member prepares a lesson plan for the upcoming semesters and follows the same throughout the session. The institute follows continuous assessment of students. The use of online platforms such as Google Meet and LMS portals helped to create flexible and accessible learning environment, allowing students to access materials and complete assessments from anywhere with internet connection.

The institute is committed to integrating cross-cutting issues relevant to professional ethics, gender, human values, environment, and sustainability into the curriculum. A compulsory core course on Environment studies is included in all UG programmes. Science Departments like Chemistry and Zoology has paper where the students will learn topics of Environment, sustainability and Ecology. The courses focus on green chemistry,

which is an important area of study that promotes the development of processes that reduce or eliminate the use and generation of hazardous substances. The courses also focus on understanding the relationships between living organisms and their environment. Arts departments of English, History, Political Science, Philosophy, Sanskrit and Education cover topics of human values, ethics, gender studies and women empowerment.

The institute collects feedback reports on innumerable curricular facets, infrastructure, education and library of the college from different stakeholders such as the students, alumni and faculty using questionnaire arrangement. Analysis of feedback is prepared through graphical presentations.

Teaching-learning and Evaluation

Criterion II Summary

Student Enrollment and Profile: Admission is merit-based through counselling, adhering to the guidelines of the Higher Education Department of the Government of West Bengal and the university's rules. The college attracts students from various districts of West Bengal, representing diverse languages, religions, and castes, which is reflected in the student profile.

Student-Teacher Ratio: In the 2020-21 academic year, 2725 students were admitted out of 2927 available seats, with 102 professors, resulting in a student-teacher ratio of 1:27. In the 2021-22 academic year, 1991 students were admitted from 2927 seats, with 101 professors, resulting in a ratio of 1:20.

Teaching-Learning Process: The institution follows a student-centric approach to teaching, aiming to provide necessary knowledge and skills. It is well-established in Information and Communications Technology (ICT), integrating modern technology with traditional teaching methods.

Teacher Profile and Quality: In the 2021-22 academic year, the college had 101 teachers, with 28 holding Ph.D. degrees. Many faculty members have participated in national and international seminars, served as resource persons, published books, and contributed to UGC-approved journals.

Evaluation Process and Reforms: Examinations are conducted through the CBCS system approved by the university. Internal examinations are held every semester, and student merit is assessed through various methods, including field surveys, interviews, study tours, and project reports.

Student Performance and Learning Outcomes: Students have excelled in academics, sports, and science forums. Many have come from remote rural areas and have established themselves in various fields.

Student Satisfaction Survey: A Google form is regularly used to gather student feedback on teaching and quality standards, consistently receiving adequate positive responses.

This summary outlines the college's focus on diverse enrollment, effective student-teacher ratios, a holistic teaching approach, a qualified teaching faculty, robust evaluation reforms, strong student performance, and positive student satisfaction.

Research, Innovations and Extension

Vivekananda Mahavidyalaya, Haripal, a rural college in West Bengal, addresses the educational needs of the surrounding community. While the primary focus is on teaching, learning, and evaluation, faculty members strive to promote research and innovation to enhance teacher quality and institutional social responsibility. The institute encourages faculty to publish regularly in UGC-notified journals. Despite the heavy workload, faculty mentor students who choose project papers. Given the college's limitations, NAAC assigns lower weightage to research and innovations.

Affiliated colleges are expected to engage in activities involving faculty and students to serve the neighborhood and society, which is given higher weightage. Vivekananda Mahavidyalaya plans and executes various extension activities involving students, teachers, and non-teaching staff. These include seminars, cleanliness programs, awareness programs on Intellectual Property Rights and Thalassemia screening, organized independently or through NSS and the Red Cross. Students have also participated in and won awards in various competitions.

The college explores collaborative opportunities for mutual benefits, such as on-the-job training, placements, and resource sharing. Career-oriented courses are also offered to prepare students for the future.

This criterion is primarily quantitative, with data from the last five academic years (2018-19 to 2022-23) summarized below:

1. **Grants received for Research Projects:** Nil
2. **Seminars/Conferences/Workshops conducted:** 15
3. **Papers published in Journals:** 96
4. **Books and chapters published/papers in conference proceedings:** 57
5. **Extension and Outreach Programs:** 47
6. **Awards and Recognition received:** 9
7. **Collaborations/Linkages for Faculty & Student Exchange, Field-trip, Internship, On-the-job training, etc.:** 34
8. **Functional MoUs:** Nil

In summary, Vivekananda Mahavidyalaya, despite its rural setting and teaching focus, actively engages in research, innovation, and extension activities. The college emphasizes community service, career readiness, and the holistic development of its students and faculty, contributing positively to the neighborhood and society.

Infrastructure and Learning Resources

The college boasts ample infrastructure and facilities conducive to effective teaching and learning. It comprises a three-story main building and a separate building for the women's hostel. The ground floor houses the science departments, a well-equipped central library, and the geography department. On the first floor, one finds the humanities, social sciences, commerce departments, and administrative offices. The second floor accommodates the computer science and self-financed BCA departments. The campus features 51 classrooms, a seminar hall equipped with ICT facilities, six smart classrooms, and three additional ICT-enabled classrooms, all interconnected via Wi-Fi.

Science departments such as Chemistry, Physics, Botany, Zoology, Nutrition, Electronics, and Mathematics boast dedicated laboratories with comprehensive equipment. The college enrolls 975 students in honors programs across all departments, 3,454 students in general courses, and 64 students in the BCA department,

totaling 4,493 students for the 2022-2023 session.

The college's cultural committee organizes various cultural programs as mandated by the government and fosters cultural awareness among students. In sports, the college excels in football and athletics, with facilities including a large playground and a basketball court, complemented by a well-equipped gymnasium on campus.

The college library houses over 35,000 books, including 1,258 reference books and 18 periodicals, and is digitally managed using UGC_INFLIBNET's SOUL3.0 software. The library offers e-resources such as e-journals and e-books through the N-LIST program, benefiting all stakeholders.

Continuously striving to enhance IT facilities, the college ensures uninterrupted internet connectivity throughout the campus, with each academic department equipped with desktop computers, LED projectors, and smart class facilities for effective teaching.

Student Support and Progression

Vivekananda Mahavidyalaya, Haripal, has implemented various initiatives to ensure student success, focusing on scholarships and financial support, guidance for competitive examinations and career counseling, mentorship programs, sports and cultural activities, tutoring services, and career guidance.

From 2018 to 2023, most students, especially girls, received financial support through various national and international scholarships. The college enrolled a significant number of students in capability enhancement schemes and provided guidance for competitive examinations and career counseling. Many students progressed to higher education in programs like M.A., M.Sc., M.Com, M.C.A., D. EL. ED., and B. Ed.

To address student grievances, including cases of sexual harassment and ragging, the institution follows strict guidelines from statutory bodies and conducts regular awareness programs emphasizing zero-tolerance policies. Students can submit grievances both online and offline. Committees like the Internal Complaint Committee (ICC) and the Anti-Ragging Committee ensure timely resolution of grievances, fostering a safe and supportive environment. Regular monitoring and reviews are conducted to ensure the effectiveness of these mechanisms.

The college organizes various sports and cultural activities annually, including the annual cultural festival, Saraswati Puja, college foundation day, Independence Day, Republic Day, Teacher's Day, Women's Day, Sampriti Saptaha, and Swami Vivekananda's birthday. These events see maximum student participation. Additionally, activities like blood donation camps, cleaning, plantation, and gardening in both the college campus and adopted villages are conducted through NSS. The institution also provides medical support to students during illness and maintains peace, silence, cleanliness, and the college playground.

Overall, Vivekananda Mahavidyalaya is committed to student support and progression, ensuring student success and achievement. The college has seen satisfactory student participation in sports and cultural activities, with many students winning awards and medals for their outstanding performance at national and international levels. These efforts reflect the institution's dedication to fostering a supportive environment and enhancing the overall student experience.

Governance, Leadership and Management

Vivekananda Mahavidyalaya, Haripal is dedicated to imparting education infused with universal principles and moral values to develop intellectually sound, morally upright, and socially motivated individuals. The institution has a comprehensive development plan focusing on both academic enrichment and non-academic skill development for teachers, students, and non-teaching staff, aligned with the institution's vision.

Teachers are encouraged to participate in Faculty Development Programs (FDPs) and administrative training programs organized by the government. Non-teaching staff also engage in government-organized training programs. The college emphasizes administrative competence, accountability, and collective responsibility, practicing effective leadership through participative decision-making. E-governance is implemented in key areas such as administration, finance, accounts, student admission, support, and examinations.

The Governing Body meets regularly to make important policy decisions related to academic, administrative, and financial matters. The institution operates democratically, emphasizing transparency and stakeholder accountability. The Principal, as the head of the institution, provides strong leadership in this regard.

The Internal Quality Assurance Cell (IQAC) plays a crucial role in providing leadership and expertise in academic matters, holding regular meetings, formulating and implementing quality initiatives, and interacting with the Governing Body, faculties, and office staff. Various committees also assist in the smooth functioning of the college.

As a Grants-in-Aid college, planning and allocation of financial resources are paramount. Expenses are regularly monitored to ensure prudent use of financial resources. Casual non-teaching staff receive festival bonuses from the college fund. Financial transparency is maintained through regular internal and external audits of income and expenditure. Additionally, the college conducts regular academic and administrative audits.

The college has participated in the National Institutional Ranking Framework (NIRF) since 2020 and continued its participation in 2022, 2023, and 2024.

Overall, Vivekananda Mahavidyalaya ensures a well-organized governance, leadership, and management structure for academic and administrative purposes, promoting effective leadership, transparency, and accountability. This structure supports the institution's mission to foster a holistic development environment for all its members.

Institutional Values and Best Practices

Gender Equity Vivekananda Mahavidyalaya promotes gender equity through seminars, debates, Women's Day celebrations, and classroom dialogues. A three-day self-defense camp for female students trained them in Kung-Fu techniques. Committees such as the Anti-ragging committee, Grievance Redressal Cell, Internal Complaint Committee (ICC), and Backward Class Welfare Committee operate per statutory regulations. A surveillance system with 24/7 monitoring is in place. An incinerator in the Girls' Common Room disposes of used sanitary napkins. The Women's Cell conducted a Gender Audit to identify gaps and design a Gender Equality Plan.

Environmental Consciousness and Sustainability The college engages in tree planting and nurturing on campus. Seminars and awareness camps by various departments and NSS promote sustainable living. NSS volunteers lead campus cleaning drives. The college maintains a medicinal plant garden and water bodies, encourages the use of reusable plastics, proper waste management, and renewable energy sources, including solar panels and energy-efficient equipment.

Divyangjan Friendliness The college provides ramps and human assistance for differently-abled individuals on campus.

Environmental Promotional Activities Students are encouraged to participate in environmental activities through the NSS unit.

Green Campus Initiative The college restricts automobile entry, promotes bicycle use, pedestrian-friendly pathways, bans plastic, and maintains a smoke-free campus with landscaping.

Inclusive Environment and Constitutional Obligations The institution fosters an inclusive environment celebrating cultural, regional, linguistic, and socioeconomic diversity. Students participate in cultural programs regardless of category. Activities like the Electoral Literacy Club and Youth Parliament sensitize students and employees to constitutional values, rights, duties, and responsibilities.

Best Practices The college emphasizes women empowerment and resilience through menstrual health awareness programs and the installation of a napkin vending machine and incinerator. The campus is automobile-free, and an E-Waste Management Service Agreement with Hulladek promotes a clean environment. Welfare camps and programs are organized by the NSS unit. During the COVID-19 pandemic, the college introduced online classes, an LMS portal, and blended learning modes. Motivational webinars, online workshops, and a free vaccination drive were conducted. Awareness and inoculation programs were also held in two adopted villages.

Institutional Distinctiveness The college develops various facilities like smart classrooms, a sports multi-gym, a yoga meditation room, a feedback mechanism for students and guardians, job-oriented courses, campus placement, a digital/open access library, a ladies' hostel, and an alumni association. It publishes an annual peer-reviewed multidisciplinary journal, provides a Wi-Fi-enabled campus, offers a degree program in Ol-Chiki (Santali), and has a high enrollment of girl students and those from weaker sections of society, particularly Scheduled Castes, Scheduled Tribes, and Backward Class students.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	VIVEKANANDA MAHAVIDYALAYA
Address	Vivekananda Mahavidyalaya, Village- Haripal, Post-Khamarchandi, Dist- Hooghly, PIN- 712405, West Bengal
City	Haripal
State	West Bengal
Pin	712405
Website	vmharipal.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Ajay Bhattacharyya	03212-242235	9674085414	-	vmharipal@gmail.com
IQAC / CIQA coordinator	Partha Chatterjee	03212-239467	9830762553	-	vmhnaac@vmharipal.ac.in

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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State	University name	Document
West Bengal	University of Burdwan	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	08-08-1966	View Document
12B of UGC	08-08-1966	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Vivekananda Mahavidyalaya, Village- Haripal, Post-Khamarchandi, Dist- Hooghly, PIN- 712405, West Bengal	Rural	6.68	18210.85

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bengali, General in Bengali	36	Higher Secondary	Bengali	351	211
UG	BA,Bengali, Honours in Bengali	48	Higher Secondary	Bengali	107	39
UG	BA,Education,Honours in Education	48	Higher Secondary	English + Bengali	44	26
UG	BA,Education,General in Education	36	Higher Secondary	English + Bengali	351	276
UG	BA,English, Honours in English	48	Higher Secondary	English	71	47
UG	BA,English, General in English	36	Higher Secondary	English	105	31
UG	BA,Geography,General in Geography	36	Higher Secondary	English + Bengali	105	7
UG	BA,Geography,Honours in Geography	48	Higher Secondary	English + Bengali	44	18
UG	BA,History, Honours in History	48	Higher Secondary	English + Bengali	99	46
UG	BA,History, General in History	36	Higher Secondary	English + Bengali	300	190
UG	BA,Philosophy,General in Philosophy	36	Higher Secondary	English + Bengali	151	78
UG	BA,Philosophy,Honours	48	Higher Secondary	English + Bengali	44	14

	in Philosophy					
UG	BA,Physical Education,Ge neral in Physical Education	36	Higher Secondary	English + Bengali	131	72
UG	BA,Political Science,Gene ral in Political Science	36	Higher Secondary	English + Bengali	251	140
UG	BA,Political Science,Hon ours in Political Science	48	Higher Secondary	English + Bengali	53	19
UG	BA,Sanskrit, Honours in Sanskrit	48	Higher Secondary	English,Sans krit	71	24
UG	BA,Sanskrit, General in Sanskrit	36	Higher Secondary	English,Sans krit	166	81
UG	BA,Santali,G eneral in Santali	36	Higher Secondary	English + Santali	106	3
UG	BSc,Botany, General in Botany	36	Higher Secondary	English	90	28
UG	BSc,Botany, Honours in Botany	48	Higher Secondary	English	22	4
UG	BSc,Chemist ry,Honours in Chemistry	48	Higher Secondary	English	18	0
UG	BSc,Chemist ry,General in Chemistry	36	Higher Secondary	English	30	2
UG	BSc,Comput er Science,H onours in	48	Higher Secondary	English	62	19

	Computer Science					
UG	BSc,Computer Science,General in Computer Science	36	Higher Secondary	English	19	3
UG	BSc,Mathematics,Honours in Mathematics	48	Higher Secondary	English	53	4
UG	BSc,Mathematics,General in Mathematics	36	Higher Secondary	English	28	3
UG	BSc,Nutrition,Honours in Nutrition	48	Higher Secondary	English	28	7
UG	BSc,Physics,Honours in Physics	48	Higher Secondary	English	28	0
UG	BSc,Physics,General in Physics	36	Higher Secondary	English	17	0
UG	BSc,Electronics,General in Electronics	36	Higher Secondary	English	17	0
UG	BSc,Zoology ,Honours in Zoology	48	Higher Secondary	English	22	9
UG	BSc,Zoology ,General in Zoology	36	Higher Secondary	English	91	15
UG	BCom,Commerce,Honours in Accountancy	48	Higher Secondary	English	99	52
UG	BCom,Commerce,General in	36	Higher Secondary	English	342	79

	Commerce					
UG	BCA,Bca,Honours in BCA	48	Higher Secondary	English	72	64

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				14				28			
Recruited	0	0	0	0	10	4	0	14	20	7	0	27
Yet to Recruit	1				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				55			
Recruited	0	0	0	0	0	0	0	0	31	24	0	55
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				31
Recruited	17	0	0	17
Yet to Recruit				14
Sanctioned by the Management/Society or Other Authorized Bodies				12
Recruited	11	1	0	12
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	8	1	0	11	6	0	26
M.Phil.	0	0	0	1	0	0	10	5	0	16
PG	0	0	0	1	3	0	27	23	0	54
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	2685	0	0	0	2685
	Female	1386	0	0	0	1386
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	151	232	204	342
	Female	200	145	242	300
	Others	0	0	0	0
ST	Male	36	31	41	48
	Female	50	45	60	51
	Others	0	0	0	0
OBC	Male	91	61	125	90
	Female	145	120	125	172
	Others	0	0	0	0
General	Male	475	582	500	553
	Female	857	874	880	669
	Others	0	0	0	0
Others	Male	0	3	4	0
	Female	0	0	3	0
	Others	0	0	0	0
Total		2005	2093	2184	2225

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	a) The institution aims to transform into a holistic multidisciplinary entity by fostering an inclusive academic environment, encouraging diverse disciplines, and promoting innovative pedagogy. b)
-----------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

	<p>The institution integrates humanities and sciences with STEM through interdisciplinary programs like Environmental Science, Cognitive Science, and Techno-Humanities. c) Yes, the institution offers flexible, innovative curricula with credit-based courses in community engagement, environmental education, and value-based learning for holistic education. d) The institution plans a flexible curriculum with multiple entry and exit points, exemplified by programs like integrated BSc-MSc, ensuring rigorous learning at each stage. e) The institution prioritizes multidisciplinary research addressing societal issues, emphasizing collaborative projects in sustainability, healthcare, and technology. f) Good practices include interdisciplinary seminars, collaborative research centers, and curriculum reforms in line with NEP 2020 to promote a holistic educational approach.</p>
2. Academic bank of credits (ABC):	<p>a) The institution has established an Academic Bank of Credits (ABC) system under the University of Burdwan to store and transfer credits, supporting lifelong learning. b) Yes, the institution is registered under ABC under the University of Burdwan, allowing learners to benefit from flexible multiple entry and exit points within programs. c) The institution promotes international collaboration, joint degrees, and credit transfer agreements with various institutions. d) Faculties are encouraged to design their curriculum and pedagogy, including selecting textbooks, reading materials, assignments, and assessments, within an approved framework. e) The institution has implemented best practices in ABC, including regular workshops and training sessions to facilitate smooth credit transfer and accumulation.</p>
3. Skill development:	<p>a) The institution enhances vocational education and soft skills in alignment with the National Skills Qualifications Framework through industry partnerships, practical training, and workshops. b) Programs promoting vocational education include courses in digital marketing, hospitality management, and technical skills, integrated into mainstream education. c) The institution provides value-based education by incorporating modules on ethics, human values, citizenship, and life skills, fostering positivity and holistic development among learners. d) Institutional efforts have been taken are as follows: i. The institution mandates a credit structure requiring</p>

	<p>all students to complete at least one vocational course before graduation. ii. The institution engages industry veterans and master craftspeople to provide vocational training, addressing gaps in faculty expertise. iii. Vocational education is offered in ODL, blended, and on-campus modular modes to accommodate diverse learner needs. iv. The institution partners with NSDC to create a unified platform for learner enrollment, skill mapping, and certification. v. Skilling courses are planned to be offered online and through distance learning modes to enhance accessibility for students. e) The institution's best practice for skill development under NEP 2020 includes a dedicated Skill Development Center, offering industry-aligned courses, hands-on training, and certification programs. Partnerships with leading companies provide internships and apprenticeships, ensuring students gain practical experience and are job-ready upon graduation.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>a) The institution integrates the Indian Knowledge System into the curriculum through offline and online courses on Indian languages, culture, and traditional knowledge. b) Faculty are trained for bilingual classroom delivery through workshops, language training programs, and peer learning sessions. c) Degree courses taught in Indian languages and bilingually include BA in Literature and Himanities subjects, BSc in Pure Science and Biological Sciences subjects, all offered in both English and vernacular languages. d) The institution promotes and preserves: i. Indian languages by offering courses in Sanskrit language. ii. Indian ancient traditional knowledge through curriculum integration. iii. Indian culture and traditions through festivals, cultural events, and interdisciplinary studies. e) The institution's exemplary practice for integrating the Indian Knowledge System under NEP 2020 includes offering online courses in Indian languages and culture, using immersive e-learning tools. The curriculum incorporates traditional knowledge and practices, supported by virtual cultural workshops and collaborations with indigenous communities for authentic learning experiences.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>i. The institution has restructured its curriculum to focus on Outcome Based Education (OBE) by defining clear learning outcomes and aligning assessments accordingly. ii. Efforts include faculty</p>

	training workshops, incorporating OBE principles in teaching methodologies, and continuous feedback mechanisms to ensure alignment with desired outcomes. iii. A notable practice is the integration of OBE into the learning management system, enabling real-time tracking of student progress and achievement of learning outcomes in line with NEP 2020.
6. Distance education/online education:	a) The institution explores offering vocational courses through ODL mode, through WTL, leveraging digital platforms for accessibility and skill enhancement. b) Technological tools like LMS, virtual labs, and interactive modules are developed for blended learning. Faculty training workshops ensure effective integration. c) Good practices include virtual classrooms, personalized learning paths, and digital libraries enhancing accessibility and student engagement in distance education, aligning with NEP 2020 goals.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes. Established in the year 2023
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Electoral Literacy Club is a platform where students, teachers and other staff members from various schools and colleges engage in activities such as seminars, Quizzes, and hands on trainings to raise awareness about their constitutional electoral rights. The Electoral Literacy Club provides Voters' education which aims to enhance participation in democracy. The primary objective of the Electoral Literacy Clubs is to promote electoral literacy among all age groups of Indian citizens through engaging and interesting activities but in an apolitical, neutral and non-partisan manner. Objectives 1. To educate the student voters about voter registration, electoral process and related mattersthrough hands on experience; 2.To Bridging gender gap in enrolment and turnout. 3. To facilitate EVM and VVPAT familiarization and education about the robustness of EVM aswell as the integrity of the electoral process using EVMs; 4. To help the target audience understand the value of their vote and exercise their

	<p>right to franchise in a confident, comfortable and ethical manner; 5. To develop a culture of electoral participation and maximize the informed and ethical voting. Activities The Electoral Literacy Club of Vivekananda Mahavidyalaya was established in 2023 to educate and increase participation in the electoral process among our students and local community members. For this purpose, a nodal officer has been appointed from our political science department. Professor Sarbajit Roychoudhury acts as the nodal officer to effectively communicate the SVEEP (Systematic Voters' Education & Electoral Participation) program. 2023-2024: 1. Faculty Co-Ordinator : Animesh Bhattacharyya 2. Student Co-Ordinator: Md. Nuruddin</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>1. Conducted seminars on Voters' awareness Programme for in-house college students. 2. Conducted Voters' Literacy Programme for in-house students before elections. 3. Conducted quiz competition for students' awareness about electoral process.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>This includes conducting voter awareness programs for parents of college students, particularly those residing in rural areas.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>Efforts by the ELCs and the college to institutionalize mechanisms for registering eligible students as voters include conducting awareness programs on voter registration for students above 18 years, with support from the Block Development Office under the SVEEP program.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
4659	5065	3612	5152	3957

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 96

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
98	100	100	98	95

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
160.60702	85.00587	54.06755	93.30359	218.53573

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Curriculum Planning

Vivekananda Mahavidyalaya, Haripal, Hooghly is an affiliated college under The University of Burdwan. As a higher academic institution with a good mechanism for curriculum delivery and documentation, Vivekananda Mahavidyalaya Haripal, takes great attention in ensuring that the curriculum is well implemented. Being an affiliated undergraduate college, our institution depends solely on the curricular framework and guidelines provided by the parent university. The college offers Undergraduate Courses including B. A, B.Sc. & B. Com Programmes in Honours and General. The University introduced new Semester-wise Course Structures of B.A./B.Sc./B.Com. under the Choice Based Credit System (CBCS) since 2017-2018 Academic Session. Since 2017-2018 session the institute is following this new CBCS pattern. The teachers who are associated with the University Board of Studies are summoned to give their suggestions on curriculum framing and syllabus of the University. The institution adheres to an Academic calendar based on the University academic calendar and runs from June 1st to May 31st of the following year. The Academic calendar contains list of Government holidays and tentative dates of commencement of internal and final exams. The college prepares an Academic calendar based on the University calendar with additional information about dates of important events throughout the session.

Curriculum Delivery

The academic year begins with a Teachers' Council meeting, where the syllabus for the upcoming year is discussed. Each department takes this information and prepares a Departmental Academic Plan to further dissect the syllabus among respective faculty members of the specific subject. Each faculty member prepares a tentative Lesson plan depending on the Academic Calendar for the upcoming semesters and follows the same throughout the session. The Routine Committee prepares a Master Routine pertaining to the needs of various departments. The students of the Departments are made aware of their course and syllabus in the initial classes by the respective Head of the Departments. Each faculty member maintains attendance records and prepares themselves to complete the syllabus within the required time period.

Continuous Internal Evaluation

The institute follows continuous assessment of students through internal examinations twice round the semester followed by University exams. Students' Seminars are conducted to provide students with opportunity to increase their speaking skills and knowledge of their field of study. The use of online platforms such as Google Meet and LMS portals helped to create flexible and accessible learning environment, allowing students to access materials and complete assessments from anywhere with internet connection. The faculties are completely devoted to their students in order to develop an effective teaching and learning process and evaluation system in every possible way. The college Library provides essential facilities needed to satisfy the thirst of knowledge enhancement to all the associated people and stakeholders.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 2

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 0.33

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
73	0	0	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The institute is committed to integrating cross-cutting issues relevant to professional ethics, gender, human values, environment, and sustainability into the curriculum for providing an all-inclusive learning experience to the students. A compulsory core course on Environment studies is included in all UG programmes. Science Departments like Chemistry and Zoology has courses where the students will learn topics of Environment, Sustainability and Ecology. The course imparts the knowledge to survive in Mother Earth in a greener way and make it sustainable for our future generation. The courses motivate on green chemistry, which is an important area of study that promotes the development of processes that reduce or eliminate the use and generation of hazardous substances. The courses emphasis on understanding the relationships between living organisms and their environment. Arts departments of English, History, Political Science Philosophy, Sanskrit and Education cover topics of human values, ethics, gender studies and women empowerment. These aspects are crucial in helping students understand the social, cultural, and economic factors related to gender inequality, women's rights, morality and ethics and cultural education.

The students of the college actively participate in NSS activities that help them to indoctrinate values, understand the community in which they work, identify the needs and problems of the community and involve in problem solving process, develop among themselves a sense of social and civic responsibility and also develop competence required for group living and sharing of responsibilities.

Taken as a whole, Vivekananda Mahavidyalaya, Haripal is committed to preparing students for the challenges of the 21st century by incorporating these important issues into the curriculum.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 37.11

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 1729

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: C. Feedback collected and analysed

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 73.02

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
2225	2184	2093	2005	1982

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2927	2927	2929	2877	2704

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 55.06

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
805	797	634	672	599

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1316	1315	1317	1297	1124

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 47.54

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Our concern here is specifically with teaching, and focus is given as to how an instructor can improve the quality of instruction in an individual course, and then the more difficult question of how an academic organisation can improve the quality of its instructional program. Lesson plan with course objectives and course outcomes are prepared by the subject handling faculty before the commencement of the semester. Teaching-Learning Process is comprised of – chalk and talk, activity based assignments, quizzes, charts, demonstration in the laboratories, educational tours and field trips, invited lectures and expert talks, self-study works, Digital library enabled real time learning, Power Point Presentation (PPT), Animated videos, group discussions/tasks, co-Curricular activities, seminar and workshops etc.

Special remedial classes are arranged for the slow learners. They are provided with individual attention and hand-written notes. Group study methodology is employed for them. Understanding. Giving additional learning materials like question bank, university question papers etc. boost their morale and eventually help in the learning process. On the other hand, some special activities are conducted for advanced learners. To encourage bright students they are provided with guidelines for career planning, expert talks, seminars and student seminars on the special topics, guidance and encouragements for submitting research papers in conferences and journals, training programmes and placements, encouragement to participate in various symposiums like quiz, poster presentation, conferences, inter-college competitions, youth parliament, guidance for NET and other competitive examinations etc.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality**2.4.1****Percentage of full-time teachers against sanctioned posts during the last five years****Response:** 100**2.4.1.1 Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
95	98	100	100	98

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 23.42

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
29	24	24	19	19

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Vivekananda Mahavidyalaya has designed its Internal Assessment (IA) evaluation process in accordance with University circulars. End-semester (External) Examinations related modalities, schedules, notifications, centre allocation documents are primarily published by the University, which are circulated and implemented by the College.

- Total Marks for IA is 15 for the Core Courses (CC), Generic Electives (GE) and Discipline Specific Electives (DSE) and 10 for the Skill Enhancement Courses (SEC). For all courses C1, C2 components comprised of marks from IA and C3 is the Attendance. According to University Regulations, IA can be in the form of Written Examination/ Assignments / Viva.
- IA (15 Marks) = C1 (5 Marks) + C2 (5 Marks) + Attendance C3 (5 Marks)
- Internal Examinations' related Notifications are circulated by the Examination committees and they conduct the General Internal Assessments in a centralized way, whereas the Honours Internal Assessments are conducted by the Departments.
- End-semester (External) Examinations related Enrollment Notifications, Admit Cards, Schedules, Centre allocation lists are published by the University which in turn are circulated through College Notices (in the website).
- Detailed Notifications, Room plans and posters for End-semester Examinations are published by the College. Practical Examinations are held by the Departments themselves. The Internal, Practical Marks is preserved by the Departments and uploaded in the University portal.

The students have several options at their disposal for registering grievances related to Internal Assessments and End-Semester Examinations. They are –

- Aggrieved students can approach their respective Departments and Faculty members with their Grievances and complaints which are solved in turn by the Departments through deliberation in Departmental meetings.
- Students can submit Examination related Grievance applications to the Office. They are solved by the Office staff and Annual reports are also prepared.
- The students can approach the Examination Committees with their grievances related to Internal examinations like rescheduling requests, Course combination correction etc.
- The students can apply for Review of their Results. As and when the University publishes review Notifications, the College circulates the Notices online. The Review Submission is done through online mode in the University portal.
- Thus any student with queries related to internal examinations can approach the State Public information Officer (SPIO) with an RTI Application under section 6(1) of RTI Act, 2005.
- Any student can lodge a Complaint through Email in a specified format given in the College website. The Grievance Redressal Committee (GRC) convenes meetings based on it, involving the student(s) along with the connected parties to immediately solve it. The Departments submit Annual Grievances Reports to the GRC. On the basis of these along with its own activities, the GRC compiles an Annual report.
- Mentoring Programme Mentoring sessions are conducted for the students where they can express their grievances

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Programme Outcomes (POs) and Course Outcomes (COs) are key components of educational programmes in an Institution. POs define the overarching knowledge, skills and attributes that students are expected to attain by the time they complete their programme of study. COs specify the specific learning objectives for individual courses within that Programme.

Vivekananda Mahavidyalaya believes that a detailed and comprehensive set of Outcomes and Objectives for broad-based Streams, Programmes and Courses have to be designed and circulated before the commencement of the Teaching-Learning process. Thus, a comprehensive set of Objectives, Outcomes and Goals had to be set forth for the students for them to have a clear and vivid understanding of the scope, syllabus, depth and breadth of the Programmes to be pursued by them. The following steps were executed to design the Objectives and Outcomes and ensure their widespread circulation –

First the concept of Learning Outcomes (LOs) in accordance with Bloom's Taxonomy had to be understood. After that, Vivekananda Mahavidyalaya initiated the task of designing the broad-stream based Programme Outcomes (POs). The Undergraduate Programmes were classified into 04 (four) broad-based streams –

1. B.A. Programmes

2. B.Sc. Programmes

3. B.Com Programme

4. BCA Programme

The broad-stream based Programme Outcomes (POs) for the 04 aforementioned broad-based streams were designed by the IQAC.

After enlisting these broad-streams based Programme Outcomes (POs), the designing phase of the Programme Specific Outcomes (PSOs) for the Honours programmes got initiated. The Faculty Members of all Departments brainstormed to design the PSOs for each of the 17 Undergraduate Honours Programmes along with the Course Outcomes (COs) for each of Courses enlisted in the curriculum of the respective Programmes.

The College ensured widespread circulation of the POs, PSOs, COs amongst stakeholders (students and educators) for proper clarity and transparency regarding the objectivity of the entire Teaching-Learning process. Widespread circulation of the designed POs, PSOs, COs are ensured in the following ways -

1.The centralized PSOs and departmental POs and COs are uploaded in a dedicated web-page in the College website.

2.The College published Notifications (containing the Web-links) for widespread circulation of the PSOs, POs, COs. The students and their parents can readily access them and gain clarity regarding the objectivity and outcomes of the Programmes.

3.Faculty members have shared these set-forth Objectives and Outcomes with the students and discussed these in great detail with them during classroom teaching. The students have always been encouraged to properly understand these objectives and have a clear and vivid understanding.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Our Institution aligns the dissemination of academic knowledge and tangible outcomes. So, we keep track of how our students, after graduating, fare either in their next institution or work –place.

These Outcomes – Varied as they are --- are appropriately taken note of in order to ensure that the courses are indeed productive of the promised goals. This information in particular acts as a fare indicator of how successful the courses have been.

A few generic observations as regards the actual outcomes;

- Students become capable to ask question, critically appreciate a scholarly presentation and debate upon issues for cross discussions.
- Project work s and field study give them an experience to learn by themselves and experiments with the theoretical knowledge that they were given in the classroom.
- The teacher trains the students to undertake primary level of research work and thus they motivated for higher studies, and are made cognizant of the updates in their fields of the country after program-completion.

Methods of mapping the learning outcomes of the students;

- Continuous assessment through unit test, Quiz, problemsolving, assignment, debate and discussion, seminar presentation, paper writing, review writing etc.
- Mid-Semester Examinations.
- End- Semester Examinations.
- Project Writing/ field Study

To judge the success rate of learning attainment, following measures are being adopted;

- Open-House Session by the Department faculty with the students.
- Open-House Session by the administration with the students.
- Principal regularly meet the students department-wise.
- IQAC meeting
- Meeting of the standing Committee of the Academic Council.
- Meeting of the teachers' Council.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 74.29

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
808	1091	934	604	438

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1209	1108	1027	942	930

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.29

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The institute endows with a dynamic milieu for the endorsement of Innovation and Incubation. All necessary facilities are granted and guidance is extended to the students. Students are pushed to actively rivet in the application of technology for societal needs. Essential support is provided for Documentation, Publication of Research Papers and also for obtaining patents. Awareness meets, workshops, seminars and guest lectures on Entrepreneurship are organized. Students are provided openings to undeviating interrelate with outstanding entrepreneurs excelling in their field. For enhancing learning experiences the faculty members adopt many ways, for example, lecture method, interactive method, project and field work method, computer assisted method, experiment method etc. Teaching and learning activities are made effective by these practices. An Awareness Programme on Intellectual Property Rights (IPR) was organized by the college to create awareness on Intellectual Property Rights (IPR) under “National Intellectual Property Awareness Mission (NIPAM)” on the occasion of commemorating the 75th Anniversary of India’s Independence and to observe ‘Azadi ka Amrit Mahotsav’. The programme was

organised by the Department for Promotion of Industry & Internal Trade (DPIIT), Ministry of Commerce & Industry, Govt. of India in collaboration with the Internal Quality Assurance Cell (IQAC) of our college on 9th April, 2022 in hybrid mode using the video conferencing system. To eradicate Thalassaemia from the society the college in collaboration with a NGO organized a Thalassaemia detection camp. An awareness programme entitled “Use of Electronic Gadgets: How Much is Too Much?” has successfully been organized by NSS Units of our college. With that another programme on “The Awareness on Mosquito Born Diseases” was organized. The programme had been funded by the Govt. of West Bengal and supported by the Department of NSS, the University of Burdwan. Women are our strength and keeping this in mind on the auspicious occasion of celebrating international women’s day, NSS Unit-1 and 2 of college in collaboration with the IQAC of the college an initiative to organize a “Three Days’ Self-Defence Camp-2023” for the girls students of the college was taken under the esteemed supervision of Sifu. Tapas Kumar Das, Kung-Fu Trainer, Real Shaolin Kung-Fu Training Institute & C.R.P.F Special Commando Trainer. In recognition of the holistic significance of yoga in our life, the International Yoga Day was celebrated through a State Level Webinar in collaboration with Khalisani Mahavidyalaya, Chandannagar on June 21, 2021. This year we celebrated 7th International Yoga Day with the theme of that year as “Be With Yoga, be at home”.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 16

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	4	2	4	6

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 1.14

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
28	21	22	19	19

File Description

Document

Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website

[View Document](#)

Link to re-directing to journal source-cite website in case of digital journals

[View Document](#)

Links to the papers published in journals listed in UGC CARE list or

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.71

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
16	16	22	8	6

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The college arranges a number of extension activities to endorse institute-neighborhood community to sensitize the students towards community needs. The students of our college keenly partake in social service activities leading to their on the whole development. The college runs effectively National Service Scheme Units. Through these units, the college undertakes diverse extension activities in the neighbourhood community. NSS organizes camps in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include cleanliness, tree plantation, water conservation, Awareness Programme on The Importance of Tree Plantation on Wastelands for Sustainable Livelihood, Construction and Maintenance of Streets, Drains and Wasteland Development in the Adopted Village, Awareness Programme on Prevention of Mosquito Born Disease, Blood Donation Camp with an Awareness Programme on the Importance, Objectives & Benefits of Blood Donation, Awareness Programme on Environmental Sanitation, Disposal of Garbage and Composting, Awareness Camp on Pre-School and Non-Formal Education of Poor and Rural Child at Adopted Village, Adopted Village Visit for Preservation and Upkeep of Monuments, First Aid Training Camp in Collaboration with Indian Red Cross Society, Awareness of Health and Hygiene: Modification of Life Style to Minimize Diseases and Social Awareness, Thalassaemia Screening Camp in Collaboration with NRS Medical College Hospital (98 Units of Blood Sample Collected for Detection), Awareness Programmes on The Necessity of Vaccination of Child's and Awareness Programme on The Nutrition in Women's Health and Pregnancy, Awareness Programme of Educating People and Making Them Aware of Women's Right etc. Other than NSS the various departments of the college is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Tree Plantation, Soil and Water Testing, Plastic eradication, Awareness Camp to Make the Village Women Conscious About Their Contribution in the Social and Economic Well-Being of The Community and Imparting Training on Small Scale Cottage Industry, organizing Voters awareness, Blood group detection, Health check -up camps, Blood donation camps etc. All these mentioned

activities have constructive impact on the students and it increased student community relationship, leadership skill and self confidence of students. It also facilitated in refining veiled personality of students and generated responsiveness among students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The Institution has received Awards and Recognition for its connection in extension activities from Government and Government recognised bodies. The contribution of the Institution to reach out the Society through various extension activities has got enhanced in the last five years. Vivekananda Mahavidyalaya, Haripal has carried out diverse extension activities outside the campus and has received sundry rewards and approval from government and non-government agencies. The students of the institution with the support of faculty members have carried out different activities. The key objective of shipping out the extension activities is to facilitate the student community to be socially conscientious. Possessing an attitude of service is considered essential for professional by the institution. The extension activities are carried out in multiprone way through various agencies which include Kanyashree Prakalpa, District Level Youth Parliament Competition, and Inter-College Football Meet. The activities carried out by the institution for which recognition are extended are herewith described in brief: The institute has carried out Kanyashree Prakalpa programs and was recognized as best in the district. Kanyashree Prakalpa is a govt.- run mission to help the girl-students in their education and to combat the long drawn discrimination prevailed in society by using the needed education. Political awareness is badly needed now a days and the students should have a keen knowledge regarding parliamentary democracy as our country is feathered in its crown for the smooth running of largest democracy since seventy-five years. Aiming that in mind, the students under the supervision of teachers participated in District Level Youth Parliament Competition – 2019 and were awarded with 1st prize by Dept. of Parliamentary Affairs, Govt. of West Bengal. The history was repeated in the year 2022-2023 and the institute was again awarded with 1st prize by Dept. of Parliamentary Affairs, Govt. of West Bengal. In the year 2022-2023 one of our students namely Raima Sinha Roy, Dept. of English was awarded 2nd prize by Department of Parliamentary Affairs in Inter College Level Youth Parliament Essay Competition. Another student named as Munmun Majhi, Dept. of English was awarded 3rd prize by Department of Parliamentary Affairs in Inter College Level Youth Parliament Extempore Speech Competition. One of the students of Department of Chemistry, named Prapti Saha, secured fourth position in UG level among the students of Burdwan University. Sport activities are must for all round development of the students. The institution takes care and inspires students for imbibing sport skills. Any genuine effort always brings good result and it is true for the football team of our institute. The football team of our college became the champion in the Inter college Football Meet of 2022-2023.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 46

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
18	05	01	03	19

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 43

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Response:

Since 2015, the college authority has been working tirelessly to support ongoing growth, which has made infrastructure improvements necessary. With ongoing financial support from the Department of Higher Education and national initiatives like Rashtriya Uchchar Shiksha Abhiyan (RUSA 2.0), the college has achieved several milestones.

Teaching, learning and ICT-enabled facilities

The college currently has 51 classrooms to meet the needs of students across 20 undergraduate courses. Among these, 18 departments offer honors courses, while two departments offer only general pass courses. The college also has six smart classrooms used by the Political Science, Commerce, Bengali, Physics, and Geography departments, as well as one seminar hall. Additionally, three departments like BCA, Computer Science, and Geography, are equipped with ICT-based classrooms. Many departments are also provided with portable projectors, which are regularly used for conducting classes in various classrooms as needed.

- The Department of Physics has **1 Optics Lab, 1 General/ Electrical and 1 Modern Physics Lab and 2 Class Rooms Out of them 1 Class room is ICT enabled.**
- The Department of Electronics has General Electronic Lab.
- The Department of Chemistry has **2 General Chemistry Laboratory, 1Physical Chemistry Laboratories, 3 Store Rooms.**
- The Department of Botany has a **Biochemistry Laboratory, a Microbiology Laboratory** and a Nano-Technology Laboratory. There is also a garden of medicinal herbs.
- The Department of Zoology has a **General Laboratory for Biological Sciences.**
- The Department of Geography has 2 laboratories. **1RS/GIS Laboratory, 1 General Laboratory for Soil, Rocks and Minerals , weather stations .**
- **Laboratories** for working on software like **Quantum- Geographic Information System,MAP-INFO, 1 Soil-Analysis/PedologicalStudy-lab, 1 Map (Topographical Map/ Aerial Photo/**

Satellite Imageries) Laboratory and 1Instrument-training laboratory (Transit Theodolite, Dumpy level, Auto-level etc.) for Survey.

- The Department of Computer Science has a laboratory with 15 desktops, one Server and 1 LCD Projector and modern software viz. Windows server 2012, Windows 8.1 OS, Windows Office 2010, Linux OS, Oracle, Python, Prolog, JAVA, Dev C++, GNUSim-80-85, Apache Tomcat Server.
- The Department of Nutrition has a **General laboratory and one Kitchen (Laboratory).**
- The Department of Mathematics has a **Computer laboratory with 13 Desktops.**
- The Department of Commerce has eight desktops, one server and eleven clients with N-Computing facilities.
- The department of Physical Education has one practice room and a big playground for practicing games and athletics.
- The college has a **Learning Management System (LMS)** and Central Instrument facility for research purposes.
- The college has **2 diesel generator sets and a dedicated transformer** for uninterrupted teaching learning procedures.
- Our college has an advanced rainwater harvesting unit designed to collect and store rainwater, contributing to our sustainability initiatives and promoting efficient water usage.
- To improve the general physical fitness among the students and faculties, the college has established a well decorated Gymnasium and a Yoga Centre in the year of 2012.
- The students' union hosts Freshers' welcomes, it gives warmth feelings between the senior students and the new comers.
- The cultural committee of the college celebrates throughout the year various programmes like Birth day celebration of eminent personalities, college foundation day, Independence day, Republic day and Saraswati Puja. The women Cell in the college celebrates Women's Day (8th March) every year. The NSS unit engaged in different social activities like awareness programmes on different medical issues, blood donation camp, etc. in every academic session.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during

the last five years

Response: 42.68

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
69.57476	24.16387	4.10442	18.24256	144.90948

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

Response:

The college library started its journey in 1966 in a single room at the beginning of the college foundation. Now it covers a 3600-square-foot area on the ground floor of the main building with more than 35000 books. From the beginning, the library provided all the materialistic and non-materialistic support services to the stakeholders of the college. The college has one central library and eighteen departmental Seminar Libraries for Honours departments. There are two separate reading room facilities for students and faculty members. The users are enjoying the open access reading facilities for the collection of text-books, reference books, & periodicals. Further, there is an open newspaper desk where students can update themselves with daily newspapers. Additionally, the library also provides remote access facilities of e-resources such as, e-journals, e-books, and databases through the N-LIST, UGC-INFLIBNET programme. The college library uses the Integrated Library Management System (ILMS) SOUL3.0 software of UGC-INFLIBNET for library management. In this library, users can enjoy WEB-OPAC

facilities for searching online library catalogue. Apart from the circulation of books, the library also provides computer browsing facilities, reprographic facilities, a career guidance corner, and a referral service. The library has a separate website where it provides digital documents (mainly old question papers of the UG examinations) and a syllabus under the heading “online study materials.”. This website also provides links to different e-documents under the categories of Open Access E-Books, Open Access E-Journals, Open Access E-Thesis, Research Tools, SWAYAM, e-PGpathshala, and National Digital Library of India.

A. Library Management System

1. The central Library uses ILMs: SOUL 3.0 for library management.
2. Users can get access to simple search along with advanced Boolean search facilities by the Author, Title, Subjects, Accession No., publisher, ISBN and Shelving location, through Cataloguing module.
3. A total of 8 computers are dedicated to the library, including one Server with internet facilities
4. The Library organizes an Programme and seminars on e-resources regularly.

B. Subscription to E-Resources

1. The Library has subscriptions for e-resources under N-LIST programme. It provides 1,99,500 e-books, 6000+ e-journals and e-databases, etc.
2. Provision for link to Open Educational Resources (OER) has been initiated.

C. Expenditure on Books and Journals

Year	2022-23		2021-22		2020-21		2019-20		2018-19	
	No.	Amt.	No.	Amt.	No.	Amt.	No.	Amt.	No.	Amt.
Books	836	296235	237	72696	08	2670	1167	343344	749	230120
Periodicals	18	19560	11	7498	10	4256	18	16200	18	16200
N-LIST: e-journals/ books	6000+ 199500	5900	6000+ 199500	5900	6000+ 199500	5900	6000+ 199500	5900	6000+ 199500	5900
Total expenditure		321695		86094		12826		365444		252220

D. Library Usage

1. Students, teachers, and staff members use the central library during college hours. The librarian maintained the footfall count and statistics of online login data for N-LIST usage.

E. Library Services

1. Reading room Facilities
2. Circulation Service
3. Reference Service

- 4.Reprographic service
- 5.Internet browsing facilities
- 6.User Awareness Programme
- 7.Display of new arrivals
- 8.Library's own Wall-Magazine: Pathshala (Bengali)

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Response:

Vivekananda Mahavidyalaya has adequate IT infrastructure for teaching-learning and administrative purposes. The college always cherishes to upgrade the IT facilities in the campus for the betterment of the students. To maintain an uninterrupted IT facilities in the campus, the institution has been installed an internet connectivity to provide Wi-Fi/LAN around the institution. Academic Departments are provided with a minimum of one desktop computer for departmental work. LED projectors and smart class facilities are provided to academic departments for use in teaching-learning process. Computers those are no longer in use are replaced with new ones. IT facilities are given below:

IT facilities and Updation

IT infrastruc tures/ Added	Desktops	Laptops	LCD Projectors	Smart Class	Wi-Fi /LAN	Desktops: Damaged/ discarded	Existing Desktops
Opening balance as on 01.06.2018	115	1	3	6	115	----	115
Addition/ New Purchases							
2018-2019	23				128	10	128
2019-2020					126	2	126

2020-2021				116	12	114
2021-2022				114	15	99
2022-2023	15			114		114
2023-2024	15			129		129
Existing no.		1	3	6		129

1. At the end of session 2017-18, the college had 115 desktops, one laptop, three LCD projectors, and six smart classes for teaching, learning, and administrative purposes. On September 16, 2019, 23 desktops were added and 10 damaged desktops discarded from the system. Again, 15 computers were purchased on December 8, 2022, for the Commerce, Mathematics and Geography departments. Fifteen Computers were purchased on 29.09.2023 for the department of Computer Science. At present, the college has 129 desktops and one laptop for office and teaching-learning purposes.

2. The IQAC room is well-equipped with 1 terminal and internet connectivity.

3. The institution has five computer laboratories, each serving different academic departments. These labs are strategically distributed to cater to the specific technological or academic needs of their respective fields. These departments are Mathematics department, Geography department, Commerce department, Computer Science department and BCA department.

4. In addition to the specialized computer laboratories across various departments, the library is also reaping the benefits of advanced IT facilities. There are eight desktops, including one server for library ILMS SOUL 3.0. Among these computers, four are housed for students' academic activities. These technological upgrades have significantly enhanced the library's operations and services. The library also provides WEBOPAC facilities and remote access e-resources through the membership of N-LIST Programme. Two **Theft Control** devices and two **CCTV** cameras are strategically placed within the library reading areas to enhance monitoring and prevent unauthorized removal of materials.

5. Fully computerized office with five desktops and four printers.

6. A well-equipped computer room with five desktops and a printer is available for faculty and staff for admission, university registration and other academic purposes.

7. The College has also been using a Learning Management System (LMS) software and G-Suite.

8. There are also 28 CCTV cameras for the maintenance of safety and security in campus areas.

9. The college uses several customized online portals for administrative and academic purposes, like

i. College Website (<https://vmharipal.ac.in/>)

ii. College online admission and. Students Login for fees collection (<https://cloud.vmharipal.ac.in/StudentPortal/Login.aspx>)

iii. College AISHE portal <https://aishe.gov.in/>

iv. College NIRF portal <https://www.nirfindia.org/>

- v. College online feedback system (<https://vmharipal.ac.in/>)
- vi. Online study materials (<https://vmharipal.ac.in/>)
- vii. BanglarUchchaShiksha <https://banglaruchchashiksha.wb.gov.in>
- viii. Burdwan University https://www.buruniv.ac.in/Demo/index_bucc.php
- ix. WBIFMS/HRMS <https://www.wbifms.gov.in>
- x. WBHS <https://wbhealthscheme.gov.in/>

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 49.56

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 94

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 55.31**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
88.54861	58.12696	48.57028	73.06299	69.90536

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 74.68

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
4262	2705	3256	3699	2839

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: B. 3 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 2.23

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
65	121	00	140	175

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 10.86

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
53	118	113	119	77

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1108	1027	942	732	611

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0.3

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
5	3	2	1	1

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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 last five years

Response: 51

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
26	4	4	11	6

File Description**Document**

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 10.2

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
14	8	0	17	12

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response:

The Institution has not registered for any Alumni Association during the five academic session 2018-2023

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Vision

Vivekananda Mahavidyalaya envisions a future keeping in mind the the changing trends of the society, where its students, empowered by knowledge, values and scientific temper will contribute towards nation-building on the basis of knowledge, innovation and holistic social commitment like protecting human rights, environment and uphold the noble social & cultural values.

Mission

Our Mission is to provide higher education to the 1st generation learners of the surrounding agrarian belt, where our College stands. Our mission is also to ensure women's empowerment for our large number of girl students. College is engaged in nurturing the minds of students by offering adequate opportunities and infrastructure so that they develop into empowered individuals capable of being just, humane and visionary citizens. Develop competencies for new domains of knowledge through vibrant curricular, co-curricular and extra-curricular activities. Create conscientious groups of future leaders oriented towards welfare of local communities through sustained engagement in several outreach programmes. Cultivating Indian Knowledge System through regular teaching-learning and Governance of the institution is always in accordance with its Vision and Mission. It is visible in the following institutional practices like enhancing physical facilities on regular basis, execution of well-defined academic planning and teaching learning process embracing regular class-room teachings, e-learning, e governance in the area of administration, student management, finance etc., initiatives for NEP Implementation, compliance of affiliating University guidelines, community engagement through NSS, creating ABC Id based on DigiLocker framework for students etc.

Decentralization:

The institutional governance is characterised by a decentralised participative management with the governing body as the apex policy making body. Powers are devolved to the various committees and cells that submit reports and recommendations to the HoI. Various committees, under the Principal's leadership, work for enhancement of the quality of education, improvement of infrastructure and policy implementation to achieve the Vision and Mission of the institution. Various Sub committees are actively engaged in ensuring the maintenance and protection of the goals of inclusive and holistic education, IQAC, Teachers' Council and Administrative Committees and their different functional sub-committees, play an active role in the decision making process and execution of the same.

4. Long Term Perspective Plans

In accordance with the Vision and Mission, the present Long Term Perspective Plans of the College is to encourage academic pursuits through optimal utilization of its existing resources. Again, lots of new class rooms were added in the infrastructure to meet increasing demand. ICT Tools are gradually introduced for modern teaching learning process. The institution has evolved a strategic plan of e-governance in all areas of institutional functioning.

5. Short Term Perspective Plan

Short Term Perspective Plans are executed by the IQAC of the College. Apart from smooth conduction of regular classes, prompt perspective plans are designed and executed to adapt changing environment. NEP 2020 has pumped in a new spirit and a paradigmatic shift in virtually every aspect of education, both in terms of content and pedagogy – from an increased use of ICT to a renewed thrust in skill-enhancement coupled with IKS and transition towards Outcome based education. The IQAC responded immediately to the changes envisioned in the NEP. Consequently, new value-added courses were introduced. All Teachers have been encouraged to join NEP orientation course.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Our institution has developed a comprehensive perspective plan to foster a healthy atmosphere, progress, and sustainability. A hierarchical structure has been established to define duties and responsibilities, ensuring accountability. The Governing Body, the apex decision-making authority, oversees institutional activities under the affiliating University of Burdwan. The Governing Body formulates policies, makes key decisions, and reviews progress, approving the annual budget regularly.

Various bodies, including IQAC, Academic Body, Teacher's Council, and sub-committees, support the Governing Body in policy making and implementation. These bodies ensure effective implementation of NEP-2020, student mentoring, transparency in evaluation, curriculum planning, and strengthening alumni activities, student welfare, campus placement, and library orientation.

The institution prioritizes value-added courses, MoU with other institutions, and community engagement

through NSS activities. Regular review and updating of policies, procedures, and service rules ensure efficiency and accountability.

This report evaluates the deployment and effectiveness of the institutional perspective plan and the functioning of institutional bodies. The assessment is based on a comprehensive review of policies, administrative setup, appointment processes, service rules, and procedures.

I. Policies

- Clearly defined and communicated policies are in place for governance, administration, and operations.
- Policies are regularly reviewed and updated to address emerging needs and challenges.

II. Administrative Setup

- A well-structured administrative setup is in place, with clear lines of authority and decision-making processes.
- Defined roles and responsibilities ensure accountability and efficiency.

III. Appointment Processes

- Transparent and fair appointment processes are followed for all positions according to Government rules, regulations and recommendations.
- Qualifications, skills, and experience are the basis for selections.

Appointment Process for Assistant Professor Vacancies:

In the event of a vacancy for an Assistant Professor position, the college initiates the recruitment process by submitting a requisition to the West Bengal College Service Commission (WBCSC). The WBCSC then provides its recommendation, which is subsequently placed before the Governing Body for approval. Upon approval, the college issues appointment letters to the selected candidates, formalizing their appointment as Assistant Professors and after one year of their joining, Governing Body confirmed their services.

Appointment of SACTs:

SACTs (State Aided College Teachers) are appointed by the State Government, with the selection process being facilitated by the college. The college follows all relevant government rules and regulations in the selection process, ensuring transparency and fairness. The final appointment is then made by the State Government, confirming the selected candidates as SACTs.

Appointment of Non-Teaching Staff:

The college ensures a transparent appointment process for non-teaching staff, adhering to established protocols and guidelines. Following a rigorous selection process, the college submits its recommendations to the government for approval. Upon receiving approval, the college finalizes the

appointments for various non-teaching positions, ensuring that the process is fair, transparent, and in compliance with relevant regulations.

IV. Service Rules

- Established service rules govern staff conduct, promoting discipline and accountability according to the Government rules and regulations.

V. Procedures

- Efficient procedures are in place for various functions, including financial management, procurement, and human resources.

- Procedures are regularly reviewed and updated to ensure consistency and minimize confusion.

The institutional perspective plan is effectively deployed, and institutional bodies are functioning efficiently. Strong policies, administrative setup, appointment processes, service rules, and procedures demonstrate a well-managed institution.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The annual self-assessment for Full time teachers seeking placement promotion or career advancement scheme (CAS) is done on the basis of UGC prescribed CAS rules & regulation, covering teaching, learning and evaluation related activities (Category I) co-curricular activities, extension, and professional development (Category II) is conducted jointly by the IQAC coordinator and the Principal. For Category III of career advancement scheme(CAS) for Full time Teaching Faculty, which encompasses research, publications, and academic contributions also verified annually by both the IQAC and the Principal. The completed API form and accompanying documents are then submitted by the faculty to the Committee formed by the Department of higher education(DPI)along with University subject expert for final verification. State Aided College Teachers (SACT) are also entitled to upgrade from SACT II designation to SACT I designation qualifying NET/SLET examination or acquiring Phd degree. The institution maintains service records for all staff, both teaching and non-teaching. Additionally, the College keeps confidential reports of non-teaching staff, necessary for Career Advancement Scheme (CAS) and pay adjustments

Vivekananda Mahavidyalaya has implemented some welfare measures for both teaching and non-teaching staff and college highlights its commitment to staff wellbeing and satisfaction.

- **Co-operative Society and Other Financial Benefits:** In addition to the General Provident Fund and Pension benefits, Vivekananda Mahavidyalaya runs the Employees Credit Cooperative Society Ltd., providing loans at favorable rates with flexible refund terms. Permanent staff members receive an annual increment of 3%, and there are bonus, festival advance and ex gratia provisions for NTS.

- **Medical Support:** For medical emergency all staff of the college are entitled to get free of cost medical assistance like doctor visit, medicine support etc.
- **Leave Benefits:** Aligned with State Government and HED guidelines, the staff enjoys various leaves such as child care, parental, duty, study, medical, and casual leaves, catering to circumstantial needs. Permanent employees can avail Child Care Leave as per Govt. rules. All women employees can also avail Maternity Leave.
- **Medical Benefits -** The permanent teaching staff members enjoy West Bengal Health Scheme and Sasthya Sathi Cards for willing Permanent Non-teaching Employees, Casual Staff and State Aided College Teachers [SACT]
- **Water Purifier**
- **Gymnasium**
- **Guest House**
- **AC at Staff Room, Office and laboratories**
- **24x7 Power back-up**
- **24 CCTV**
- **Free Wi-Fi**
- **Sanitary Napkin Vending Machine**
- **ID Cards for TS and NTS**

1. Recreational Facilities:

- **Participation in Annual Sports**
- **Participation in Cultural Functions**

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshops and towards membership fee for professional bodies	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 9.78

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
02	07	18	11	10

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Response:

The college prepares budget every year to assess its financial capabilities to meet yearly Revenue and Capital expenditure. It is finally approved by Finance Committee and GB. Initiative for Capital expenditure for developmental activities is taken by the College Purchase and Construction committee. Utilization of special Grants like RUSA is also undertaken by the same Committee along with the active support of the Principal. All standard rules related to purchase, construction, renovation is followed. . For maintaining transparency quotations/tenders are invited through College website and publishing notice in the Notice Board of local BDO office. For greater transparency, College engage Zill Parisad Construction Board and follow strategy of Deposit work relating to major construction work. The college prepares utilization certificates as per grants sanctioned and submits it in due time to the appropriate authorities , All receipt from the students has been brought under e governance. College accepts all kind all kind of receipts from students through payment gateway Bill desk. It helps the authority to avoid all types of misappropriation. Cash payments, exceeding Rs. 5,000/- are avoided.

The institution explores an array of resource pools for the mobilisation of financial and other resources.

Some of the major sources are listed below:

- Grant-in-aid received from Government of West Bengal to meet expenses under the salary head.
- Admission, Development, Monthly Tuition fees, etc. receivable from students.
- College has been running successfully self finance BCA Course for last couple of years. This course contribute significantly to the College exchequer for development activities.
- College Authority puts its effort to tap fund out of Corporate Social Responsibility Fund of various organization. Of late Our bankar UCO Bank has donated College a water purifier cum cooler for the use if students.
- Funds collected from e-waste disposal.
- College often give permission to external agencies to use it's Hall against payment.
- Donation received earlier from various persons has been kept in Fixed deposit in the Bank. Interest earnings are being utilized as per wish of the donors.

Financial Audits:

The institution conducts financial audits (internal and external) regularly. The statutory (external) auditor is appointed by Government of West Bengal, while the Internal Audit is carried out by auditors appointed by the GB. Audit objections and recommendations are tried complied with. Internal audits have been completed till 2022-23. However, the statutory audit from financial year 2019-20 could not be conducted owing to the absence of any recommendation /appointment in due time. Utilisation Certificates related to salary grant sent in regular basis.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The IQAC plays a significant role in promoting quality enhancement of the institution in all aspects.

Some of the key contributions of the IQAC are:

Annual Academic Plan at the start of every session and implementation is monitored through regular departmental and IQAC meetings.

IQAC formulates a structured mechanism for collection and analyses of Feedback from students, teachers and alumni. The Feedback analysis report are uploaded on the website.

Timely submission of AQAR.

Active participation in NIRF.

IQAC Coordinator recommends proposals of MoUs with other institutions/ organisations & also coordinates collaborative activities, including seminars, FDPs, etc.

A centralized instrument facility was established under active guidance of the IQAC.

Initiate programs to bring awareness among girls students on issues related to woman empowerment.

Establish research linkages with other Universities

Initiate application of Open Source materials and MOOC etc. to enhance teaching learning.

Constant review of internal assessment and Result analysis and monitors CO-PO attainment using quantitative means.

IQAC entered into agreement with Hulladek for e-waste management. IQAC also takes other eco-friendly initiatives for the college.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Vivekananda Mahavidyalaya, Haripal envisions excellence in higher education, empowerment of all stakeholders and ushering in an inclusive, socio-economic change through holistic education.

Gender Equity:

The institution implemented initiatives to promote gender equity through gender sensitization programmes, arrangements of seminars and interactive sessions.

The institution empowers and orients female students to recognize their true potential and helps them to attain their own stand in a competing world. The goal of this cell is to aware – both the female and male students of the college- the overall development of women in all spheres of life and to make them realise the importance of education for women for the requirement of a true well-being of a family.

A large number of students of the college belong to minority category, reserved categories, lower income group and 1st generation learners. They are unaware and deprived of the opportunities, scopes and rights available to them. To let them have a comfort zone to share their problems the institute has established a number of committee including Career Counselling Committee, Anti-ragging committee, Grievance redressal cell, Internal Complaint Committee (ICC), Backward class welfare Committee in accordance with statutory authorities, rules and regulations.

Separate common rooms with basic amenities exist for boys and girls at the college.

In way to maintain health and hygiene a Sanitary Napkin Vending Machine and Incinerator has been installed in the Girls' Common Room.'

The National Service Scheme(NSS) organised many gender related events like awareness programme on Health, HIV, Dengue, awareness camp on Reflections on Gender Equity; awareness programme on Menstrual Health and Hygiene etc.

SAFETY and SECURITY

Well-trained and vigilant security guard stationed across the campus.

Security check-points at all campus entries & exists.

Extensive surveillance network with 24X7 monitored control rooms and alarm responses.

Night patrols by local community including students and teachers.

Visual crime prevention patrols.

ID card has been made compulsory to avoid encroachment of outsiders.

Through Gender sensitization programmes held within and outside the college campus the students and the local residents (especially those of the adopted villages) are aware of the following facts: - Women's' rights, Human rights, Child rights, Gender Justice, Gender equality.

Gender audit has been conducted by the college in order to understand the college's present scenario from a gender perspective, identifying gaps and strong points. It also helps to gather qualitative and quantitative data to analyse and identify the loopholes and to overcome them in the next session.

Several departments have guided the students to educational tours.

Some departments have 'Gender-Studies' as a part of their academic curriculum prescribed in their syllabus.

Seminars, webinars, group discussions, cultural programmes are organised by several departments throughout the years.

Enactment of plays have been organised by the Department of English.

Annual sports is organised by the college and both the male and female students take active part in sports.

NSS Activities:-

The students of the NSS units (both Unit I &II) of this institution accompanied by the two Programme officers have undertaken a lot of activities throughout.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: D.1 of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1. Green audit / Environment audit**
- 2. Energy audit**
- 3. Clean and green campus initiatives**
- 4. Beyond the campus environmental promotion activities**

Response: C. Any 2 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

- 1) Electoral Literacy Club: To ensure that students are cognizant of their duties as voters, the institution has inaugurated the Electoral Literacy Club. This initiative is designed to educate students on their electoral rights and the procedures associated with voting.
- 2) Code of Conduct: The Code of Conduct is prominently displayed on the College website.
- 3) Scholarship for Students: A significant number of students from minority groups and the reserved category (SC, ST, OBC) are awarded Government Scholarships, with the application process handled by the College.
- 4) Participation in the Youth Parliament Programs: To make the students aware of the constitutional responsibilities, the students of the college participate in Youth Parliament programs.
- 5) Concession on Tuition Fees: The institution provides students concession in the mode of Half and Full free of the Tuition fee to the needy students based on merit.
- 6) Awareness Programmes: Awareness programmes are held to make the students aware of various schemes like Student Credit card and scholarships.
- 7) Privileges for Backward Classes Students: The socially-backwards students like ST/SC/OBC/ Minorities avail marks relaxation for reserved categories at entry level and also various types of scholarship opportunities.
- 8) Career Opportunities: Career counselling programmes conducted in our college are essential for

several reasons: They have immensely helped our students choose the right career path. The programmes are designed to enhance career exploration and decision-making skills of the students.

9) Gender Equity Programmes: The women cell and other departments organize Awareness Programmes on various topics.

10) Cultural Programs and Celebration of Days of Importance: Students from a variety of cultural backgrounds take part in the cultural programs offered by the college. The college also conducts extracurricular activities through its NSS unit that engage local underprivileged children especially in its two adopted villages. Cultural festivals are celebrated with great zeal throughout the college. Each year, students from diverse religious and socio-cultural backgrounds enthusiastically celebrate Saraswati Puja and Basanto Utsav.

11) Incorporation of Constitutional Values through Various Programs: The College observes commemorative days like Independence Day, Republic Day, Youth Day (celebrated on the birth anniversary of Swami Vivekananda), Netaji Subhas Chandra Bose's birthday and Rabindra Jayanti; on these days, ideals of communal harmony and tolerance as professed by these great leaders are recalled and emphasised. Events such as Sports Meet, Freshers' Welcome and Social are organised annually, wherein students irrespective of their backgrounds are encouraged to participate. This leads to positive interaction and a sense of fellow-feeling, which is augmented by occasions such as Doljatra, Sanskrit Divas and Bhasha Divas, all of which instil in the students a feeling of equality and bonding. These uphold the institution's belief in equality and the promotion of a healthy environment in which no discriminatory practices are allowed.

12) Medium of Instruction: The departments of Bengali, English, Sanskrit and Santhali use as their medium of instruction the respective languages, urge students to speak in the same, and encourage them to indulge in creative writing and take up courses in languages other than their ow

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

Practice 1

1. Title of the Practice:

Implementation of E-Waste Management Service Agreement

2. Objectives of the Practice: To ensure proper management and disposal of electronic waste (e-waste) generated by college.

3. The Context: The practice aims to address environmental concerns and promote sustainable waste management practices.

4. The Practice: A service agreement was established between the college and Hulladek Recycling Private Limited which is responsible for collecting, transporting, recycling, and disposing of e-waste generated by the college.

5. The college witnessed evidence of success in the E-Waste management.

6. Problems Encountered and Resources Required: Additional resources may be required.

Practice 2

1. Title of the Practice:

Organisation of Welfare Camps and Programmes

2. Objectives of the Practice: To promote community engagement and social responsibility among the students in general and the local community in particular.

3. The Context: NSS camps and programmes are organized regularly to engage students in community service and social welfare activities.

4. The Practice: Activities such as campus cleaning, awareness campaigns, vaccination drives, and self-defense training were organized to address various social and environmental issues.

5. Evidence of Success: Active participation of students in NSS activities.

6. Problems Encountered and Resources Required: Logistical issues, resource constraints, and coordination difficulties etc.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Vivekananda Mahavidyalaya, Haripal boasts of a stellar track record of enrolling a higher percentage of female students than their male counterparts consistently over the past few years. The institution is bent on creating a learning environment that is free from gender bias, stereotypes, and discrimination; and creating a safe, respectful, and inclusive environment for our female students with the following goals in mind:

- Improved academic outcomes
- Increased diversity and inclusion
- Enhanced critical thinking and problem-solving skills
- Better preparation for an equitable and just society

Out of 1785 students enrolled in the year 2017, a staggering 1073 were female students. It accounts for above 60% of the total number of students enrolled. Same trend was prevalent in the year 2018 and 2019. In 2018, 1138 out of 1805 and in 2019, 1108 out of 1686 students were female. The overall number of student enrolment in 2020, 2021 and 2022 plummeted due to the adverse blow of Covid-19 pandemic. However, the percentage of female students almost remained the same with 57.7%, 62.95% and 56.15% for the three consecutive years. Here is a bar graph depicting the scenario. The institution has bounced back from the dismal days of pandemic. The number of female students enrolled has skyrocketed to 72.29% compared to a rather dismal previous year. The compiled data suggests that over the last 7 years number of total students enrolled is 12584. Out of which a whopping 7866 (approximately 62.50%) students are females.

The college is distinct in providing the following facilities which have made it an attractive and go-to institution for the female students of the adjacent areas.

Seminars and Training Programmes: The institute inculcates the values of equality and inclusivity for creating a safe space for the students and the staffs as well. The institute seeks to promote gender equity by organising seminar, debate, open discussion among students in the classroom as well as group discussions for both boys and girls on a single platform to raise awareness about women's empowerment

and self-defence.

Grievance Redressal Mechanism: The institute has established a number of committee including Anti-ragging committee, Grievance redressal cell, Internal complaint committee(ICC), Backward class welfare committee in accordance with statutory authorities, rules and regulations. Separate common rooms with basic amenities exist for boys and girls at the college.

Safety and Security: Well trained and vigilant security guards are stationed across the campus. Security check-points are maintained at all campus entries & exists. Extensive surveillance network with 24X7 monitored control rooms and alarm responses are in use.

Installation and Maintenance of Sanitary Napkin Vending Machine and Incinerator: In order to maintain female health and hygiene, a sanitary napkin vending machine has been installed in the girls' common room so that the girl students can avail sanitary napkins at a minimal cost. An incinerator has also been installed to dispose off the used napkins in an eco-friendly manner to create a cleaner campus. The students can get a sanitary napkin within a minute without going outside or waiting for someone to deliver it. The incinerator helps in complete disposal of used napkins by burning. Self-disposal rids a student of the embarrassment of finding out ways to dispose used napkins.

Locational Advantage: The college is located only 200 meters away from the Haripal Railway Station making it easily accessible Easy accessible to the female students. Increased connectivity has resulted in time-saving and cost-effective travel in a convenient manner.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

Vivekananda Mahavidyalaya college teachers' journal "**Prangya**" typically serves as an academic and intellectual platform for faculty members to publish their research, articles, and creative works. It reflects the scholarly activities within the institution and often covers a broad range of subjects relevant to the college's academic programs. Editorial board of the journal is committed to maintain the high quality of academic excellence. Each manuscript undergoes a rigorous peer-review process, ensuring that only the most impactful and well-founded research findings are selected in blind review process.

Vivekananda Mahavidyalaya, Haripal the Teachers' journal "**Pragnya**" has published since 2003 with ISSN 2395-5511. It is a bilingual journal and published annually form the College. At present its 11th volume has published in the year 2023.

It might encompass:

1. **Research Papers and Articles:** Contributions from faculty members of Vivekananda Mahavidyalaya and other academic institutions across various disciplines.
2. **Editorials and Opinion Pieces:** Insightful essays on relevant academic or social issues.
3. **Creative Writing:** Research articles and essays on humanities, social science, science and other creative works by faculty members of this college and other academic institutions.

Concluding Remarks :

The institution has completed 58 years of its journey and is committed to provide modern education to the students in and around Haripal while being rooted in traditional knowledge and values. The institution has combined curricular activities with community service and sensitivity to socio-economic, moral and ethical issues. The institution has also responded positively to every change in the fields of technology and education and has always come up with strategies to cope with evolving situations, especially the paradigm shift toward outcome based and holistic education.

Strategies have been drawn to address the pressing need of ICT in education. The IT infrastructure is being continually upgraded and employees and students are being trained and updated to meet the challenges of the digital age.

In response to the recommendations of NEP 2020, the institution has planned and initiated measures in areas like Outcomes Based Education, Multi-disciplinary and Holistic Education, Skill Development, and Integration of Indian Knowledge Systems into the Curriculum.

We are committed to maintain our lush landscape and efforts will be made to reduce carbon footprints in all aspects of our institution.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
3.5.1	<p><i>Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.</i></p> <p>Answer before DVV Verification :</p> <p>Answer After DVV Verification :43</p> <p>Remark : DVV has considered the supporting document and made changes accordingly</p>
7.1.2	<p>The Institution has facilities and initiatives for</p> <ol style="list-style-type: none"> 1. Alternate sources of energy and energy conservation measures 2. Management of the various types of degradable and nondegradable waste 3. Water conservation 4. Green campus initiatives 5. Disabled-friendly, barrier free environment <p>Answer before DVV Verification : A. 4 or All of the above</p> <p>Answer After DVV Verification: D.1 of the above</p> <p>Remark : DVV has considered the supporting document and made changes accordingly</p>

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations