



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

**V. S. M. COLLEGE**

D.NO.19-1-70/2 MAIN ROAD, VSM COLLEGE,  
533255

[www.vsmcollege.org](http://www.vsmcollege.org)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**July 2021**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

A dream of late *Sri Vundavilli Satyanarayana Murthy* was to provide education to the marginalized sections of Ramachandrapuram rural area. His dream became real with the establishment of V.S.M. College in a sprawling campus. The college was established by the “Ramachandrapuram Education Society”, registered in October 1965. The institution was started in 1966 with the permission of the Director of Higher Education and was recognized by the UGC under 2(f) and 12(B) in 1975. The Autonomy conferred in the year 2015 empowered the Institution to introduce Choice Based Credit System. The College also received the ‘College with Potential for Excellence’ status from UGC during the years 2009-10 to 2011-12 was certified by ISO 9001: 2015 and secured 93rd Rank in Indian Rankings - 2017 conducted by NIRF. The college is centrally located in an 8-acre Wi-Fi campus with the state-of-the-art infrastructure. In this prestigious college, everyone is dedicated to the motto “**VIDYA VIJAYATETARAM**”.

The college now offers 10 Under Graduate Courses and 7 Post Graduate Courses. It has strength of 2444 students, 110 teaching staff and 32 non-teaching staff. The college was established with a clear vision and mission. The college is one of the pioneering institutions of higher learning with a vision of providing higher education to the students of rural and underprivileged.

The empowerment of students through holistic education especially from rural areas of East Godavari District is the distinctive philosophy of the Management. VSM College caters to the needs of the students who hail from economically and socially disadvantaged sections of the society thereby eradicating poverty, social injustice and oppression. Student centric learning methodology, credits for extra-curricular activities, importance given to personality development programmes, extension activities, Internships and placement/competitive training provided to the students to transform them into competent young workforce have been the hall mark of our Institutional Qualities.

### Vision

Aims to be an institution of excellence, dedicated to empower rural youth through skill-oriented and value-based education and transform them to be globally competitive, industry ready, and socially responsible citizens.

### Mission

- To make our students are our brand identity. We at **VSM** strive passionately to produce “Versatile”, “Self-confident”, “Mindful” individuals who contribute positively to their families, society and the nation as a whole.
- To provide holistic education which addresses not just the academic needs but also the emotional, social and ethical necessities for their social well-being.
- To acknowledge that every student is special in his/her own way, and provide numerous opportunities through extra-curricular activities to encourage them to realize their full potential in their own passionate field.

- To sensitize students about the need of the hour - Protecting mother earth through sustainable development.
- To emphasize on social responsibility and imbibe the quality of giving back to the society to our students.
- To encourage and motivate our faculty to be life-long learners.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

- Presence of elements of Good Governance; strategy development and deployment; well-designed organizational structure and policy initiatives for Quality Education protecting the interest of stakeholders. Need based financial support to faculty and students by the Management.
- Competent and outstanding human resources with team spirit for imparting Quality Education. Institute periodically Organizes Faculty development programmes.
- NIRF ranking - 93 (2017) and AISHE participation
- Well-placed alumni in industry, government, NGOs and educational institutions of 54 year old VSMC form a strong network.
- Sprawling campus with excellent state of the art infrastructural facilities with well-equipped Laboratories, Digital library, sufficient and varied books and journals. Wide use of ICT and e- resources are encouraged. The campus is eco-friendly and bio-diversed..
- Pedagogical research in terms of teaching learning methods for effective curriculum delivery. The college research laboratory functioning actively with the sophisticated analytical instruments like AAS, HPLC, FTIR etc.
- Focusing on Quality of Research output and publication in Indexed National and International journals. Enhancing Academic linkages and MoUs with higher educational bodies.
- Various seminars and programmes undertaken by the faculty and students to bring in social awareness on Health issues, Education on Women Empowerment in surrounding areas of the College.
- Availability of hostels for both Girls and Boys with safe and secure environment.
- Wi-fi Campus with CCTV surveillance and LAN facility.
- Reverse Osmosis Water Plant to provide safe drinking water to the students, staff and local people.
- Student centric activities such as N.S.S, N.C.C, Eco-club, EDC and Skill Development Courses.
- More than 50% Campus Placements.
- Timely conduct of examinations and declaration of results.
- Dynamic academic culture and outcome oriented student centric approach in transfer of knowledge and skills. Creativity and Capabilities among students, which result in constant outstanding performance in Academics. Seminars, Workshops, Departmental programmes, Symposia and Conferences are held throughout the year.
- Excellence in promoting values, patriotism, value system and culture. Discipline and Values are institutionalised and internalised

### Institutional Weakness

- The state government policy hampers in the recruitment of permanent staff. This jeopardizes the beginning of innovative courses in both UG and PG. Though at present the management has made ad-hoc appointments, it is making all efforts to look into this aspect.

- The research work carried out by the faculty is appreciative despite of heavy academic and administrative work load, however lacks its application to the society.
- Insufficient funds for research and development
- Restricted Autonomy imposes less scope for change in the curriculum of traditional Programmes.
- Publishing papers in Scopus Indexed / Web of Science journals and filing of patents.
- Being more successful in getting research grants or projects from external funding agencies.
- Lack of proficiency in Communication Skills among students majority hailing from illiterate parents.
- Limited Industry -Academia interactions.

### **Institutional Opportunity**

- Introducing more innovative and market driven courses for enhancing the financial resources and optimal utilization of resources.
- Developing new student centric pedagogy in heading towards
- Excellence in teaching and learning as an ongoing initiative in a phased manner.
- Providing education with affordable tuition fees and Hostel with subsidized fees to poor students, considering their socio-economic background. Exploring possibilities of starting few more additional demanding courses to cater to their needs in course of time.
- Scouting the opportunities available for furthering the Research and Development and MoUs especially in the field of Interdisciplinary Research at National and International Levels.
- Initiating social activities with Industry linkages and external funding.
- Initiating new Programmes exclusively for Women Empowerment, especially suitable to the region, to carve a niche in competitive environment to utilize the strategic location of the College.
- Developing Action plan and process to achieve Global standards of Faculty and students with external collaboration in a phased manner with strategic initiatives for faculty and academic excellence.
- Eventually attaining the Deemed to be University Status which results in Quality Education.

### **Institutional Challenge**

- Unfavourable supply-demand situation of qualified and quality faculty leading to un-healthy condition among colleges for the limited number of available faculty.
- Providing better facilities and quality staff with existing low fee structure is a big challenge to the management. Integrating teaching with research at undergraduate level is another challenge.
- Recruitment of teaching and non-teaching staff in the place of retired staff.
- Commercialization of education challenges the service motto of the institution.
- English language proficiency levels of the students.
- Limited freedom to exercise powers of Autonomy.
- To inspire faculty towards research by getting research grants and applying for copyrights and patents.
- Lack of Government funding such as UGC for Research.
- The institution requires more MOUs with reputed Universities and industries to share global knowledge, research and expertise.
- Maintaining the institutional ranking attained so far..

## **1.3 CRITERIA WISE SUMMARY**

## Curricular Aspects

The college has devised its own mechanism for the design and development of the curriculum as per CBCS regulations

- VSM College got fresh Autonomous status in the year 2015-16.
- The Boards of Studies and Academic Council of the college are constituted as per the UGC guidelines with representatives from industry, academic institutions, a nominee of Govt. of A.P., a nominee of the parent University.
- All the 9 Under Graduate programmes, 7 Post Graduate programs and one UGC sponsored B.Voc programme are offered with the Choice Based Credit System.
- Seven programmes were introduced during this period using the advantage of autonomy.
- All programmes follow an **outcome-based model** with specified Programme Outcomes, Programme Specific Outcomes and Course Outcomes, the assessment of which is reviewed at the departmental level.
- **Value-added courses** are offered outside the curricula.
- During the last five years, about 20% of the syllabus is revised in each of the programs
- The Curriculum effectively integrates cross-cutting issues relevant to Gender, Environment, Human values and Professional Ethics.
- Field projects and industry visits conducted in various departments for the students improve the practical skills of students.
- Structured feedbacks on curriculum are collected, analyzed and actions are initiated to implement changes in the curriculum.

## Teaching-learning and Evaluation

- The college implements transparent admission policies besides maintaining gender ratio and reservation policies as stated by the Government of A.P.
- The College assesses the learning levels of the students, after admission and organizes special activities for advanced and slow learners.
- An Induction program is organized in the beginning of every year for the fresh students with the aim of providing a better learning environment.
- Bridge Course at the departmental level before the commencement of any program.
- A strong mentoring system with a mentor: mentee ratio of 1:25 exists.
- The faculty adopts innovative teaching methods like Role Plays, Group Discussions, Industry Visits, Mini/Group Projects, Guest Lectures, Industry-Academia interaction, Conferences and Workshop etc. methods along with Chalk & Talk.
- LMS is used by all faculties. Through the LMS every faculty uploads their digital content including PowerPoint, PDF and other e-content on website.
- The faculty extensively use **Google Class Room, Google Meet, Google Sheets, etc** to deliver the course content and for the evaluation purpose.
- Teacher-Students ration is 1 : 22.
- **Result Analysis** is done every year both at department level and college level and the results in external evaluation have been improving over the years. The results are published within 15 days from the date of last examination

## Research, Innovations and Extension

College provides an open platform to foster academic excellence and promotes a productive research culture among faculty and students. The research policy of the college aims to promote scientific temper and research aptitude of the learners.

- The institution organizes various workshops and seminars on Intellectual Property Rights and Industry-academia innovative practices.
- The institute was recognized as a Research Centre by the affiliating University and two faculty members were recognized as Research Supervisors.
- The college has 11 functional MoUs.
- The institute also launched a programme named, "V.S.M. Mobile Lab" by Physics and Chemistry departments to create awareness on practical nearby Secondary School Students.
- College has a culture of extension activities through NSS, NCC (Army and Navy wing), YRC and others. Activities like blood donation, cleanliness drives, environment awareness related activities, health and hygiene related activities, gender sensitization activities, environmental and health related issues.

## Infrastructure and Learning Resources

VSM College is a temple of learning is planned with a vision to meet the requirements for holistic education. The campuses, set in 8 acres, have a total built-up area of 19503 sq.mt which includes major facilities like:

- 59 spacious lecture rooms, 5 tutorial rooms, 3 seminar halls and 1 conference halls.
- 34 fully equipped Science and Computer laboratories with 256 latest configuration computers, 32 laptops and 30 tabs.
- The Department of English has a Language Lab supported with Globarena and K-VAN software
- Two libraries with 62,934 books and back volumes.
- The learning resources like language laboratory e-journals, e-books, Shodhganga, membership of N-list, etc. are available in the library.
- Wi-Fi facility with browsing speeds of 60 Mbps access points across campus for students.
- Three Virtual Classrooms, one Digital Classroom and 27 ICT enabled Classrooms.
- Installed 150KWp Grid connected solar roof top system
- Three 25KV UPS and two generators for ensuring power backup
- Surveillance cameras are installed in every classroom, corridor and different important points in the entire campus to monitor the suspicious.
- Sports facilities include Cricket, Football grounds, Basketball, Volleyball, Lawn Tennis courts for outdoor games and indoor stadium for Table Tennis, chess, carom board etc.
- Installed Reverse Osmosis plant (5000 LPD)

## Student Support and Progression

- The College provides platform for financial assistance from government and management in form of various scholarships and freeships.
- The College has established Training and Placement cell and it helps students to place in various organizations.

- The College has constituted Grievance redressal cell which is proper functioning to solve disputes if any.
- The class representative committee is constituted every year which acts as a bridge between the administration and students community.
- Every year number of students progresses to higher education through succeeding entrance examinations.
- College also have a registered and functional Alumni Association .Alumni Association offers a platform for the old students to contribute their talents and resources

### **Governance, Leadership and Management**

- The vision and mission of the College correlate with the national policies of higher education and are based on education as a means of development of nation and social reformation.
- The institution has a well-structured organogram to facilitate effective administration.
- The College promotes a culture of decentralization and participative management through various academic and administrative committees.
- The College encourages the faculty to participate on orientation programs, refresher courses and faculty development programs.
- Faculty are encouraged and provided with necessary assistance to attend professional development programmes like refresher courses, short term courses FDP's etc, so as to get exposure and upgrade their knowledge.
- The College has introduced e-governance in administration, finance, accounts, scholarships, student's admission and examinations.
- The college has various statutory and non-statutory committees such as ICC, Grievance Redressal Committee, Anti-Ragging Committee, OBC cell, etc.
- The institution has effective welfare measures for teaching and non-teaching staffs.
- To promote quality culture in the campus, IQAC brings in quality initiatives such as, regular submission of AQAR, participation in NIRF, conducts Academic and Administrative Audit.

### **Institutional Values and Best Practices**

- Every year the college organizes gender equity promotion programs such as, stress management, self-defence camp, etc.
- For girls a separate common room facility is available on the campus.
- All green pollution-reduction practices are implemented.
- The institution provides facilities for the physically challenged, such as ramps, toilets, scribes, and so on.
- The code of conduct for faculty and students is available online through the college portal.
- The institution commemorates the birth and death anniversaries of notable people.
- The College campus comprises rainwater harvesting unit and bore well recharge pit.
- Solid, liquid, and e-waste are all managed in accordance with green building standards.
- The college conducts a green audit, energy audit and fire audit.

### **Best Practices**

- **Online-MID Examinations**

- *Campus Recruitment Training & Placements*

NAAC



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	V. S. M. COLLEGE
Address	D.No.19-1-70/2 Main Road, VSM College,
City	Ramachandrapuram
State	Andhra Pradesh
Pin	533255
Website	<a href="http://www.vsmcollege.org">www.vsmcollege.org</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	N S V Kiran Kumar	08857-242328	9866522999	08857-	vsmcollege66@gmail.com
IQAC / CIQA coordinator	N. Baby Nirmala	-	9393030080	-	vsmcollege66@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of Establishment, Prior to the Grant of 'Autonomy'	06-07-1966

Date of grant of 'Autonomy' to the College by UGC		29-04-2015		
<b>University to which the college is affiliated</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Andhra Pradesh	Adikavi Nannaya University	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC	10-12-1975	<a href="#">View Document</a>		
12B of UGC	10-12-1975	<a href="#">View Document</a>		
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
AICTE	<a href="#">View Document</a>	25-04-2019	12	Renewal for the current academic year completed

<b>Recognitions</b>	
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?	Yes
If yes, name of the agency	National Institutional Ranking Framework
Date of recognition	01-03-2017

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	D.No.19-1-70/2 Main Road, VSM College,	Semi-urban	8	32375.2

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,History Economics Politics	36	Intermediate	Telugu	60	0
UG	BSc,Mathem atics Physics Chemistry	36	Intermediate	English + Telugu	150	145
UG	BSc,Mathem atics Physics Computer Science	36	Intermediate	English	200	200
UG	BCom,Gener al	36	Intermediate	English + Telugu	120	61
UG	BSc,Botany Zoology Chemistry	36	Intermediate	English + Telugu	100	45
UG	BSc,Chemist ry Zoology Aquaculture Technology	36	Intermediate	English	50	16
UG	BCom,Comp uter Applications	36	Intermediate	English	180	156
UG	BBA,Bachel or Of Business Ad ministration	36	Intermediate	English	120	56
UG	BCA,Bachel	36	Intermediate	English	60	60

	or Of Computer Applications					
UG	BVoc,Comm ercial Aquaculture	36	Intermediate	English	50	16
PG	MSc,Organic Chemistry	24	Under Graduation	English	30	30
PG	MSc,Analyti cal Chemistry	24	Under Graduation	English	30	30
PG	MSc,Botany	24	Under Graduation	English	30	23
PG	MSc,Zoolog y	24	Under Graduation	English	30	30
PG	MSc,Physics	24	Under Graduation	English	30	22
PG	MBA,Master Of Business Administrati on	24	Under Graduation	English	240	157
PG	MCA,Master Of Computer Applications	36	Under Graduation	English	60	55
PG	MA,History	24	Under Graduation	English	40	0
PG	MCom,Com merce	24	Under Graduation	English	50	0

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				9				14			
Recruited	0	0	0	0	5	4	0	9	0	0	0	0
Yet to Recruit	0				0				14			
Sanctioned by the Management/Society or Other Authorized Bodies	0				3				98			
Recruited	0	0	0	0	3	0	0	3	46	52	0	98
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				28
Recruited	5	0	0	5
Yet to Recruit				23
Sanctioned by the Management/Society or Other Authorized Bodies				30
Recruited	21	9	0	30
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				23
Recruited	5	4	0	9
Yet to Recruit				14
Sanctioned by the Management/Society or Other Authorized Bodies				101
Recruited	51	50	0	101
Yet to Recruit				0

### Qualification Details of the Teaching Staff

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	6	4	0	0	0	0	10
M.Phil.	0	0	0	1	0	0	0	0	0	1
PG	0	0	0	0	0	0	47	52	0	99

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	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

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	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

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	4		0		4

**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	1247	0	0	0	1247
	Female	596	0	0	0	596
	Others	0	0	0	0	0
PG	Male	280	0	0	0	280
	Female	321	0	0	0	321
	Others	0	0	0	0	0
Certificate / Awareness	Male	222	0	0	0	222
	Female	135	0	0	0	135
	Others	0	0	0	0	0



<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	84	66	104	88
	Female	43	54	69	53
	Others	0	0	0	0
ST	Male	5	3	3	2
	Female	0	2	2	9
	Others	0	0	0	0
OBC	Male	322	275	292	254
	Female	121	127	167	188
	Others	0	0	0	0
General	Male	187	194	184	169
	Female	115	109	161	164
	Others	0	0	0	0
Others	Male	0	0	2	2
	Female	0	0	2	2
	Others	0	0	0	0
Total		877	830	986	931

## 2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

<b>Department Name</b>	<b>Upload Report</b>
Analytical Chemistry	<a href="#">View Document</a>
Bachelor Of Business Administration	<a href="#">View Document</a>
Bachelor Of Computer Applications	<a href="#">View Document</a>
Botany	<a href="#">View Document</a>
Botany Zoology Chemistry	<a href="#">View Document</a>
Chemistry Zoology Aquaculture Technology	<a href="#">View Document</a>
Commerce	<a href="#">View Document</a>
Commercial Aquaculture	<a href="#">View Document</a>
Computer Applications	<a href="#">View Document</a>
General	<a href="#">View Document</a>
History	<a href="#">View Document</a>
History Economics Politics	<a href="#">View Document</a>
Master Of Business Administration	<a href="#">View Document</a>
Master Of Computer Applications	<a href="#">View Document</a>
Mathematics Physics Chemistry	<a href="#">View Document</a>
Mathematics Physics Computer Science	<a href="#">View Document</a>
Organic Chemistry	<a href="#">View Document</a>
Physics	<a href="#">View Document</a>
Zoology	<a href="#">View Document</a>

## Extended Profile

### 1 Program

#### 1.1

##### Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
17	15	13	15	15
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

##### Number of departments offering academic programmes

Response: 12

### 2 Students

#### 2.1

##### Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2444	2302	2296	2328	2170
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

##### Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
698	801	769	719	667
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**2.3****Number of students appeared in the examination conducted by the Institution, year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
2308	2041	2112	2195	2039
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**2.4****Number of revaluation applications year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
295	192	73	19	9

**3 Teachers****3.1****Number of courses in all programs year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
597	552	532	385	356
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**3.2****Number of full time teachers year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
110	114	104	102	97
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**3.3**

**Number of sanctioned posts year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
110	114	104	102	97
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4 Institution****4.1****Number of eligible applications received for admissions to all the programs year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1711	877	949	1130	1033
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

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

2019-20	2018-19	2017-18	2016-17	2015-16
529	456	405	403	380
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4.3****Total number of classrooms and seminar halls****Response: 63****4.4****Total number of computers in the campus for academic purpose****Response: 256**

## 4.5

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
216.94380	282.42278	210.97133	77.96583	36.64608

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## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curriculum Design and Development

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

**Response:**

The primary objective of the institute is to create scientific-commercial-managerial cadres who can engage effectively the emerging globalization and contribute to national development. On being conferred autonomy by UGC in 2015, the institute carefully designs courses keeping in mind the guidelines of UGC/APSHE/Adikavi Nannaya University and has adopted Choice Based Credit System. For curriculum design and development, we draw upon the inputs from stake holders namely the faculty, students, alumni, industry, parents, management and national institutes, professional bodies, etc. The College has a structured curriculum design and development process which remained a continuous and inclusive process.

The Institution currently runs 07 Postgraduate Programmes, 10 Undergraduate Programmes (all in the CBCS/Elective mode), 08 value added Certificate Programmes, 13 Add-on/Inter Disciplinary Programmes. All these programmes have been regularly updated and revised in the last five years and are in accordance with the guidelines of the UGC, AICTE.

To introduce Outcome Based Education, the Boards of Studies were constituted for all programmes. The suggestions from different stakeholders were taken into consideration while preparing syllabus based on institutional Vision and Mission for all UG and PG programmes. Board of Studies (BoS) consists of external experts in the program concerned and nominated by the Academic Council, expert nominated by the Vice-Chancellor of affiliated University from a panel of six recommended by the Principal of the Institute, persons with expert knowledge belonging to concerned profession or industry and teaching faculty of each course offered. The Boards of Studies approved curriculum is presented to Academic Council and the Governing Body for approval and ratification. Each programme has a well-defined Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcome (COs) in consonance with the Vision and Mission statements of the college.

The institution autonomy provides for Academic Flexibility to introduce new courses for overall development and up gradation to the current job market needs. The major employment sectors in and around Ramachandrapuram region, are – Aquaculture, Horticulture, Poultry, Food processing, Hatcheries etc. The programmes offered by the institution are in line with the requirements of the above stated employment sectors. Our college introduced 4 new programmes purely job oriented programmes in last five years like B.Sc. Aquaculture Technology, B.Voc. Commercial Aquaculture etc.

B.Com, BBA and MBA programmes with specific focus on entrepreneurship, business and industrial laws, Intellectual Property Rights, computerized accounting and business; and electives like e-commerce, event management courses etc. MCA programme curricula have the current technological advances like Mobile computing, Objective Oriented Software Design and Software Testing etc.

The Curriculum also integrates field visits, projects, so the student can interpret the theoretical concepts to factual situations. Effective implementation of curriculum is ensured by various science departments by procuring sophisticated equipment like HPLC, AAS, FTIR etc.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years.

Response: 100

#### 1.1.2.1 Number of all Programmes offered by the institution during the last five years.

Response: 17

#### 1.1.2.2 How many Programmes were revised out of total number of Programmes offered during the last five years

Response: 17

File Description	Document
Minutes of relevant Academic Council/BOS meeting	<a href="#">View Document</a>
Details of program syllabus revision in last 5 years(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.1.3 Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the institution during the last five years

Response: 100

#### 1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years..

2019-20	2018-19	2017-18	2016-17	2015-16
597	552	532	385	356



File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View Document</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View Document</a>
Average percentage of courses having focus on employability/ entrepreneurship(Data Template)	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<p><b>1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years.</b></p> <p><b>Response:</b> 14.37</p>	
<p>1.2.1.1 How many new courses are introduced within the last five years</p> <p>Response: 348</p>	
<p>1.2.1.2 Number of courses offered by the institution across all programmes during the last five years.</p> <p>Response: 2422</p>	
File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>
<p><b>1.2.2 Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course system has been implemented (Data for the latest completed academic year).</b></p> <p><b>Response:</b> 100</p>	
<p>1.2.2.1 Number of Programmes in which CBCS / Elective course system implemented.</p>	

Response: 17

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

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

##### Response:

VSM College regards various cross-cutting issues as key areas in which our students require initiation to enabling them to transform into not only quality professionals but also as socially responsible and morally ethical human beings in the society. In order to achieve this, the college conducts numerous events specific to issues pertaining but not limited to the above.

##### Gender equity:

Awareness programs and lectures by eminent speakers are arranged to both female and male students to make them understand the importance of gender equity and respect of all people in their workplace. This is done from their first year of the program onwards and repeated at periodic intervals to ensure that they not only understand the way to behave, interact and respect their superiors, contemporaries and juniors but to carry forward the same to their future professional and personal lives.

##### Environment and Sustainability:

The importance of climate change, greenery and pollution control cannot be overstated in the current scenario. We at VSM College, ensure a green environment in the campus with number of bicycles to commute within the vast 8 acre campus. Our campus also houses a sewage treatment plant, RO plant, and rain water harvesting system. Our students are taken on field visits to these establishments to learn the processes involved. World environment day is also celebrated by planting trees by students.

##### Professional Ethics

Inculcation of professional ethics is a key area in the development of our students from young adults to responsible professionals. Training on the importance of professional ethics including soft skills, speaking to employers and its importance and communication in front of an audience are provided to our students on a regular basis. Our institution organizes seminars annually to familiarise students and faculties on issues on professionalism and ethics.

**Human Values:**

We exert a high level of emphasis on imparting human values to our students. It forms one of the most important parameters of development of the students in transforming our students into world class citizens. Programs inculcating sense of purpose towards social responsibilities such as “Blood Donation and its importance”, and large scale health screening camps as part of world health day are organized.

File Description	Document
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**1.3.2 Number of value-added courses for imparting transferable and life skills offered during last five years.**

**Response:** 28

**1.3.2.1 How many new value-added courses are added within the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1	8	2	0	17

File Description	Document
List of value added courses (Data Template)	<a href="#">View Document</a>
Brochure or any other document relating to value added courses	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**1.3.3 Average Percentage of students enrolled in the courses under 1.3.2 above.**

**Response:** 53.19

**1.3.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise**

**during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1373	1351	1203	1159	1061

<b>File Description</b>	<b>Document</b>
List of students enrolled	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.3.4 Percentage of students undertaking field projects/ internships / student projects (Data for the latest completed academic year)****Response:** 21.52**1.3.4.1 Number of students undertaking field projects / internships / student projects**

Response: 526

<b>File Description</b>	<b>Document</b>
List of programs and number of students undertaking field projects / internships / student projects (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**1.4 Feedback System****1.4.1 Structured feedback for design and review of syllabus – semester-wise / year-wise is received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni****Response:** A. All 4 of the above

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as minuted by the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

N  
V  
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C

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 72.89

##### 2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1165	877	830	986	931

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1630	1460	1300	1190	1080

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 100

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
529	456	405	403	380

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

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

#### Response:

#### Assessment of learning levels of the students:

VSM College provides inclusive and need based education to all its students including the students coming from vernacular languages, slow learners, advanced learners, and socially, economically backward sections.

**Student assessment during admission:** After the students are admitted into various programs, a **diagnostic test** is conducted in qualifying subjects and English. The question papers are set as per the difficulty level and the learning abilities. On the basis of this test and marks secured in the qualifying examination (+2), students are categorized into two groups: those who score above 60% are shortlisted as Academically Advanced Learners and those who get below 40%, as Academically Slow Learners.

**Student assessment during Course:** The institution identifies the slow learners through their formative and summative performance in internal examinations (< 40%) as well as by their teachers and mentors. Their Lab skills, viva and practical performance during laboratory practical sessions (< 40%). Attendance and punctuality (below 75%). The advanced learners are distinguished by these measurable criteria beyond the above mentioned levels.

#### Catering the needs of Advanced Learners:

- Advanced learners are given an opportunity to solve complex problems, exposed to new technologies after class hours, by encouraging them to participate in the R&D & consultancy activities of the institution, and innovative projects Lab.
- To enhance their research knowledge, they are motivated to participate in inter collegiate scientific presentations, research activities organized by Parent University.
- They are guided to enroll and take up additional courses viz. MOOCs, JAVA and Microsoft Certifications.
- Department of commerce provides guidance to advanced learners to take up professional courses such as CA, CS, ICWAI, CIMA etc.
- Business Management department provides/assists these students to take up project work in collaboration with industry and internship.
- Our college organizes state level Quiz, project & debating competitions every year. We motivate advanced learners to participate in these competitions.

**Catering the needs of slow Learners:**

**Remedial classes** are scheduled for slow learners with continuous monitoring and individual attention in the regular class work time-table for every course. The size of the remedial class is limited to 30 in order to ensure proper care and attention for slow learners who are given extra coaching through reading, peer group study, assignments and tests to enhance inclusive learning.

**Bridge courses** in Programming, Mathematics, and English Communication Skills are conducted to bridge the gap between the Intermediate program and Undergraduate program.

**Tutorials** are included in the regular class work time-table to solve more number of problems and to revise the topics covered. Our **finishing school** provides training in soft skills, communication, analytical skills, personality development, enhancement of technical skills to make the students job ready.

A structured **Mentoring** and Training Programme is in place. Every student is assigned with a faculty mentor and the scheduled interactions are recorded periodically. Based on the interactions and regular performance, student's needs are identified and necessary counseling, training and support are provided to cater the needs of slow and advanced learners.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

**Response:** 22:1

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**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**

**Response:**

The Institute adopts many student centric methods for the delivery of curriculum to enable the learner meet their learning goals, academic success with required competencies for the all-round development of students.

**Experiential learning Process:**



Experiential learning methods are Lab sessions, Project work/Internship are part of curriculum, Certificate courses in Electrical Wiring, Photoshop, Tally and DTP etc. are conducted to give practical exposure.

**Field Trips/Industrial Tours:** Field trips were conducted by all the departments enabling them to gain practical knowledge.

**Role plays:** Departments of Social sciences and languages use this method by selecting the incidents for enactment to be realistic for maximum benefit.

**Hands on Training Workshops:** Workshops were conducted to train students with hands on learning experience and provide a platform for interaction with experts.

Educational trips, Industrial visits to Borrah caves, Coffee Plantation, Tribal Museum, Padmavathi Gardens, Indira Gandhi Zoological park, Bird Sanctuary, Coringa Forest, State Institute of Fisheries Technology, Central Institute of Fisheries Education, Krishi Vignan Kendra, A.R. Raju & Bross. Soft drink and packaged drinking water bottlers, Regency Ceramics Ltd., Heritage Foods Ltd., Sri Sarvaraya Coca Cola Industry, Industrial Estates, Andhra Pradesh Gas Power Corporation Limited, Sri Sarvaraya Sugars Limited etc., are organized to give students experience of industries operations and work culture.

### **Participative Learning:**

- Skill based tests like presentations, Quiz, Book Reviews, Poster Making, Group Discussions, Exhibitions, paper presentation, Google Classroom etc., from all departments.
- College has a different clubs with every department which organizes number of student centric activities.
- The department maintains departmental libraries and internet facility to access all the journals, ematerial, e-books etc.
- On important topics, Guest lectures with Industry experts are initiated.
- Practical and projects involve individual as well as group work, under the guidance of the lecturer.
- **Seminars:** Student seminars are conducted on regular basis by the departments to promote the skill of “Learning to Learn” enables the students to thoroughly understand the topic, organize and present with confidence.
- **Workshops:** like Latex, R-Programming, Intellectual Property Rights etc., are organized by the institution to exhibit technical skills of students.
- **Assignments:** Departments earmark certain topics for student assignments to enhance the ability of using e - resources.
- Counseling where students apply their fundamentals to practice. Botany Department displays plants as ‘know your plant’ to impart training in identification of plants, Mathematics Department gives “Puzzle of the Week” to sharpen the cognitive skills of the students.
- **Projects:** In-house research projects form a part of curriculum to promote a sense of enquiry, experiment, making observations and drawing inferences.
- **Extension / Outreach:** Departments involve students in various extension activities to enhance sense of civic responsibility.

### **Problem Solving Methodologies:**

- Case study method is adopted in teaching learning process to make the students have logical thinking and practical knowledge to develop problem solving ability.

- Making students responsible for organizing academic and cultural programs.
- Students participate in extension activities like Blood Donation, Swachh Bharat Abhiyan, Voters Awareness Programmes etc.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.3.2 Teachers use ICT enabled tools including online resources for effective teaching and learning process.

#### Response:

The institution engages LMS for providing the e-learning platform to the students and faculty. The features of LMS are best exploited for making it as a major teaching-learning tool to disseminate knowledge to our students.

Our Institute implement ICT enabled teaching in addition to the chalk and talk method of teaching. Subsequent efforts are taken by the institute to provide e-learning atmosphere in all classrooms and laboratories. Classrooms and Laboratories are fully furnished with LCD Projectors and internet facility. All departments are provided with internet connection through LAN. Mac-Id based Wi-Fi(60Mbps) is provided. The electronic resource packages like DELNET, INFLIBNET and Digital Library are available. Three virtual Classrooms and one digital classroom with internet facility are available to staff. Our staff members were well trained on using various platforms for online teaching and used Google classroom to manage and post syllabus, learning material, video lectures, PPTs, quizzes, assignments, etc. The institute has selected CONDUCTEXAM WEB BASED SOFTWARE APPLICATION for conducting online Mid examinations. Every Mid-2 examination of the each semester has been conducting in this online mode.

E-content portals for UG and PG programmes

**VSM College Web Portal:** <http://vsmcollege.org/>

**NPTEL:** <https://nptel.ac.in/>

**e-PG Pathshala:** <https://epgp.inflibnet.ac.in/>

**INFLIBNET:** <https://inflibnet.ac.in/> , <http://vidyamitra.inflibnet.ac.in/>

**NLIST:** <https://nlist.inflibnet.ac.in/> e-books and journals of all subjects

**NDL:** <https://ndl.iitkgp.ac.in/> e-books, journals, theses, question papers and audio lectures

**Shodhganga:** <https://shodhganga.inflibnet.ac.in/>

Number of Teachers using ICT	Number of teachers on roll	ICT tools and e-recouces available	Number of ICT enabled class rooms	Number of smart class rooms
60	110	LCD e-books INFLIBNET WI - FI campus Interactive Board Educational CD's Google Class Room	27	4

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="#">View Document</a>

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

**Response:** 22:1

#### 2.3.3.1 Number of mentors

Response: 110

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 2.3.4 Preparation and adherence of Academic Calendar and Teaching plans by the institution

#### Response:

The institution ensures effective planning of teaching and learning activities through IQAC which includes of the Director, the Principal, Heads of all Departments and Controller of Examinations. The Committee prepares the Academic Calendar at the beginning of the academic year for UG and PG programmes separately and teaching plans before the commencement of semesters.

#### Academic Calendar:

The Academic Calendar provides adequate balance between academic and non –academic activities, teaching and examination schedule. Before the commencement of the academic year, office of the Controller of Examinations is prepared the academic calendar, consultation with the Principal, IQAC and Head of the Departments. This Academic Calendar includes list of holiday, commencement and closing dates of instruction days, dates of Continuous Internal Assessments, Semester End Examination schedule, declaration date of results, co-curricular and extra-curricular activities and same as informed to students through website. Every semester should have 90 teaching days. The time table committee is prepared the Mater Time Table with the help of Principal office and same as forwarded to Head of the Departments to prepare the Department Time Table based on the Academic Calendar. The time tables are displayed in notice boards. Academic calendar is strictly followed by the institution. However, in case of any unexpected circumstances which are beyond the control of the institution, necessary change is made by the principal and the same is displayed in websites and forwarded through SMS.

#### Teaching Plans:

Head of Department conducts meeting with department faculty at the end of the academic year and allocate the teaching papers, work load statement for next coming academic year. Every staff member prepares the semester wise Teaching Plan before the commencement of the class work of every semester and same as to submit the Head of Department for approval. The Head of the department compiles the academic plan submitted by the staff and ensures that there is no overlapping of the activities in general. The IQAC compiles the inputs received from the various departments and prepared the comprehensive plan and same as uploaded on the college website. The academic plan structure is prepared to adhere the needs of Outcome Based Education. The contents of the plan include:

- Course objectives and outcomes
- Mapping of course outcomes with program outcomes.
- Learning resources
- Delivery Methodologies
- Assessment Methods
- Detailed unit wise lecture plan

The copies of the same are maintained in the department and also in the IQAC.. Adherence to the academic plan is followed by the faculty and details are recorded in the attendance and evaluation record. Head of the Departments and Academic Audit Cell audit the Academic plans of each faculty.

File Description	Document
Upload Academic Calendar and Teaching plans for five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

File Description	Document
<b>2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years</b>	
<b>Response: 100</b>	
Year wise full time teachers and sanctioned posts for 5 years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

File Description	Document										
<b>2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)</b>											
<b>Response: 7.72</b>											
<b>2.4.2.1 Number of full time teachers with Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D’Lit. year wise during the last five years</b>											
<table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>10</td> <td>7</td> <td>8</td> <td>6</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	10	10	7	8	6	
2019-20	2018-19	2017-18	2016-17	2015-16							
10	10	7	8	6							

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

<b>2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest</b>
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completed academic year in number of years)

**Response:** 7.46

#### 2.4.3.1 Total experience of full-time teachers

Response: 821

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

**2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years**

**Response:** 20

**2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
22	17	16	27	18

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years**

**Response:** 4.12

**2.5.2.1 Number of complaints/grievances about evaluation year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
148	192	73	19	9

File Description	Document
Number of complaints and total number of students appeared year wise	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

#### Response:

**Reforms on the Examination Procedures and Processes:** The college has been following several procedures and processes to bring the positive impact on the examination system. At the beginning of the academic year, a calendar of events which includes all academic processes will be given to all students and also kept in college website.

- The Challenge evaluation system and showing the evaluated answer script to the student are the measures taken as a part of the transparency in the evaluation system.
- Strict adherence to the Institute academic calendar and timely publication of results.
- Question paper is thoroughly scrutinized to ensure the standard, spread of the syllabus and mapping of COs and following BLOOMS taxonomy.
- Some of the teachers are conducting online assignment tests as a part of the internal assessment.

#### IT integration and reforms in the examination system

- IT integration via Software based students registrations, generation of Hall Tickets, generating code numbers, Entry of Marks and Publication of Results in Exam Cell are a few among the many reforms that have had a positive impact on the efficacy of the Examination Management of the College.
- Semester and Choice based Credit system has been introduced along with grades.
- Payment gateway is also available for the payment of various fees online by the students to make the registrations online for various services.
- Autonomy conferred VSM College has responsibility to provide Semester End Mark sheets and Consolidate Marks Memo to the students which is one among the most confidential and critical process in the examination system. In order to ensure highest level of security and to eliminate duplicity, the mark sheets are printed with various security features such as micro text, pantograph, UV, hologram etc. and additionally Consolidate Marks Memo is also featured with photographs of students to further strengthen security credential.

- Declaration of results within 21 days (Average) from the last date of completion of the Examinations.
- Uploading the examination results and Grades on the college website immediately after the final exam result declaration.

#### **Improvement in Examination Management System:**

- Code numbers are used in answer booklets; this ensures the transparency in valuation of answer scripts of the Semester End Examination. Once evaluated, the marks are uploaded to the software for automated tabulation. The CIA marks are uploaded to software. These are added with the Semester Examination marks in the set proportion. This has led to a significant accuracy and speedy release of results.
- Examination committee meetings are regularly conducted to review the statistics related to examination results after each semester.
- Examination halls are equipped with surveillance cameras that are monitored continuously.
- An Examination Monitoring Squad, comprising of senior faculty members are entrusted with the duty of periodic supervision of the Examinations.
- Newly recruited teachers are provided with similar training sessions during their induction programme.
- Remuneration related to Examinations to internal and external faculty members are made directly to the bank accounts of respective faculty.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## **2.6 Student Performance and Learning Outcomes**

**2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.**

#### **Response:**

VSM College was conferred the Autonomous status by UGC in 2015. The institution adopted the recommendations of the UGC to provide necessary mechanisms to implement outcome-based education to impart education through student centric approach and follow outcome oriented teaching learning process.

Program Outcomes (POs) represent the knowledge, skills and attitudes the students should have at the end of a three-year degree program. It describes the learning that will take place across the curriculum through brief statements, made in specific and on measurable terms. COs are student centric and they focus on knowledge and skills that students can demonstrate. Thus, COs are the consequential knowledge skills that the student acquires at the end of a course. COs are set by the institution, by consulting with the department



heads, faculty, students and other stakeholders.

The college has developed learning objectives, program outcomes, program specific outcomes and course outcomes for all its programs after thorough discussions with all stake holders like faculty, alumni, industry and academic peers.

College works for the identity of future graduates along with the attributes they must possess, which are to be achieved through a relevant curriculum, apt teaching-learning pedagogy, assessment and evaluation techniques, and a comprehensive approach towards holistic development.

At the commencement of the academic year all the faculty members will prepare the course files that contains department vision, objectives, unit wise course syllabus, individual time table, program objectives, expected outcomes, direct and indirect assessments, reference and reading material, e- and other resources, model question papers, plans for slow and advanced learners, project work and assignments planned, result analysis, and feedback.

Program outcomes, program specific outcomes and course outcomes of all the programs offered by the institution are communicated to both teachers and students as follows –**Mechanism adopted to communicate to Teachers are:**

Department Meetings with Principal are held at the beginning of the semester to discuss the teaching schedule and course outcomes specified for the courses. Meeting with IQAC Coordinator is organised at the beginning of every semester to review Annual Academic Plans/Course Profiles.

General Staff meetings at the beginning of every semester are held to discuss at length the PO's, PSO's and CO's. All PO's, PSO's and CO's are discussed, reviewed and approved in Board of Studies meetings. Heads of the department present the PO's, PSO's and CO's in Academic Council meetings. PO's, PSO's and CO's are also displayed on Institutional website

Evaluation and attainment of the PO's, PSO's and CO's are reviewed in the department meetings with Principal at the end of every semester.

**Mechanisms adopted to communicate to Students are:**

The PO's, PSO's and Co's are communicated to students through institutional and departmental websites. At the beginning of the I semester induction program is organised to educate the students and parents about PO's, PSO's. Co's and objectives are discussed with the students by the course coordinators or in-chargers during department orientation.

File Description	Document
Upload COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

### Response:

The major components of Outcome Based Education (OBE) are Course Outcomes (COs) and Program Outcomes (POs).

The Institution articulates what it wants students to achieve when they complete the program - in terms of knowledge, skills, and values-- referred to as Program Outcomes. The program's content, student experiences, and teaching methodologies are then aligned in an optimal way to help students achieve these learning outcomes. Program outcomes (POs) and Program Specific Outcomes (PSOs) are the paramount to maintain the quality in the graduation program. Each department of the college has developed the curriculum taking all the POs into consideration. The PSOs are also appropriately designed along with the curriculum development. The college employs a continuous improvement process to evaluate and improve the effectiveness of each academic program.. The Institution has a well-structured mechanism to measure the attainment of the POs, PSOs and Cos through the combination of direct and indirect methods.

### Direct Method Calculation

For measure PO in direct method a CO/PO matrix is used to measure PO. The CO are linked to the PO using the CO vs PO matrix as stated in Course Syllabus blueprint. In this method measuring through the direct examinations, that are

- Continuous Internal Assessments
- Semester End Examination
- Laboratory Performance

### RUBRICS:

Defining CO weightage for a PO in CO/PO matrix, our institution using the scale 1-3 helps us to simplify our calculations

Where

- 1 represents Low Correlation
- 2 represents Medium
- 3 represents High

The CO & PO attainment is calculated by using the formula

CO attainment = Semester End Examination (75%) + Continuous Internal assessment (25%).

PO attainment = Avg, of CO's of a PO /3 X Final CO attainment for the subject

### Indirect Method Calculation

This method is purely survey oriented, so the calculations are based on data and surveys collected from the following

- Student Exit Feedback
- Stakeholders
- Survey from placement officers

### RUBRICS:

The questions in the survey sheet should represent the PO's. All these survey needs to be a quantified one (1, 2, 3) and they must be based on predefined levels.

60% People are giving above 3 – 1 (LOW)

70% People are giving above 3 – 2 (MEDIUM)

80% People are giving above 3 – 3 (HIGH)

PO /PSO Attainment (%) = (weight age: 80%) x (Average attainment in direct method) + (weightage: 20%) x (Average attainment in indirect method)

Depending on the performance, IQAC can suggest corrective measure like Assignments on critical methods, Conduct of extra classes, solve the model question papers etc.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.3 Pass Percentage of students(Data for the latest completed academic year)

**Response:** 70.7

#### 2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 321

#### 2.6.3.2 Total number of final year students who appeared for the examination conducted by the Institution.

Response: 454

<b>File Description</b>	<b>Document</b>
Upload List of Programmes and number of students passed and appeared in the final year examination(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

<b>2.7.1 Online student satisfaction survey regarding teaching learning process</b>	
<b>Response: 3.69</b>	
<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Promotion of Research and Facilities

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

##### Response:

V.S.M. College gives equal importance to Research activities along with Academic activities. A vibrant eco system for Quality Research with the output of innovations has been long existent in the Institution. Apart from adequate Infrastructural Facilities, Research Committee of the college ensures the quality research and organizes seminars/workshops on Research Orientation & Innovative Practices.

The members of Research Committee meet regularly and inform the projects announcements by various funding agencies and giving suggestions regarding the publications and research ethics. The Research Committee developed Research Policy and Consultancy Policy for healthy environment in research activities and modify them according to the changes in the fields.

The institute has also encouraged the faculty by giving seed money to do research and financial support to participate and present papers in seminars and conferences. As a result of this, a good number of research papers were published in journals and presented in various seminars and conferences.

The institute has established one Research laboratory equipped with sophisticated instruments like High Pressure Liquid Chromatography (HPLC), Atomic Absorption Spectrophotometer (AAS), IR Spectrophotometer, ELISA Reader, UV-Visible Spectrophotometer, etc. which were purchased under UGC grants by various departments. Computers were attached to all the instruments to record the data. All these facilities enable the researchers to think about the inter-disciplinary research work which became very crucial in now-a days.

The research laboratory was provided with uninterrupted power supply, computer, printer and internet connection. Sufficient supporting staff was also given for this lab for helping the researchers in all aspects. This is open for all faculty members to do research according to their interest. One UGC funded Minor Research Project and One UGC funded Major Research Project from Chemistry department were completed by utilizing these facilities in 2015 and 2017 respectively. One UGC funded Major Research Project from Economics department was also completed. In 2019, Crystal Growth equipment as another feather was also added to the crown of this centre under the supervision of Dr. G. Bhagavannarayana, Ex. Scientist, National Physical Laboratory, New Delhi.

The Institution has a well furnished library with internet and INFLIBNET facilities. All the faculty members were provided INFLIBNET User IDs to refer number of publications, academic related topics and latest developments in various fields. The institute was recognized as a Research Centre by the affiliating Adikavi Nannaya University in 2017 and two faculty members were recognized as Research Supervisors.

In 2019, some of the faculty and M.Sc. Botany students of Botany department underwent a training programme and started consultancy in Mushroom Cultivation with the support of the college Management. Similarly, Zoology department also started consultancy in Vermi Compost.

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
URL of Policy document on promotion of research uploaded on website	<a href="#">View Document</a>

### 3.1.2 The institution provides seed money to its teachers for research (average per year, INR in Lakhs)

**Response:** 0.11

#### 3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years (INR in lakhs).

2019-20	2018-19	2017-18	2016-17	2015-16
0.52	0.05	0	0	0

File Description	Document
Minutes of the relevant bodies of the Institution	<a href="#">View Document</a>
List of teachers receiving grant and details of grant received	<a href="#">View Document</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.1.3 Percentage of teachers awarded national / international fellowship for advanced studies/research during the last five years

**Response:** 0.57

#### 3.1.3.1 The number of teachers awarded national / international fellowship for advanced studies / research year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	1	0	1

File Description	Document
List of teachers and their international fellowship details	<a href="#">View Document</a>
e-copies of the award letters of the teachers	<a href="#">View Document</a>

### 3.2 Resource Mobilization for Research

#### 3.2.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

**Response:** 6.81

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	4	0	0	2.81

File Description	Document
List of project and grant details	<a href="#">View Document</a>
e-copies of the grant award letters for research projects sponsored by government and non-government	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 3.2.2 Percentage of teachers having research projects during the last five years

**Response:** 0.76

##### 3.2.2.1 Number of teachers having research projects during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	1	1	2

File Description	Document
Names of teachers having research projects	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 3.2.3 Percentage of teachers recognised as research guides

**Response:** 1.82

#### 3.2.3.1 Number of teachers recognized as research guides

Response: 2

File Description	Document
Upload copies of the letter of the university recognizing faculty as research guides	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 3.2.4 Average percentage of departments having Research projects funded by government and non-government agencies during the last five years

**Response:** 5.62

#### 3.2.4.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	1	1	2

#### 3.2.4.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
15	15	15	14	14



File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
List of research projects and funding details	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste link to funding agency website	<a href="#">View Document</a>

### 3.3 Innovation Ecosystem

**3.3.1 Institution has created an eco system for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, Incubation etc.**

**Response:**

The Institution has given so much of importance for research and innovative activities and supported the faculty in all research related aspects by creating a good atmosphere in the campus. The members of Research Committee meet regularly and discuss the research and community oriented issues.

All the departments were provided with a computer, a printer with unlimited internet facility for literature survey, paper presentations, publications, etc. The faculty of various departments like Sanskrit, Hindi, Physics sent proposals for projects. Two UGC sponsored Major Research projects were completed in 2015 and 2017 from Economics and Chemistry departments respectively.

The institute also encouraged the faculty to organize International/National/State level workshops and Seminars on Intellectual Property Rights and Skill Development for knowledge transfer. The institute supported financially the faculty members to attend seminars/conferences, to present papers and to do FDPs.

The College nurtures start up ideas and technology innovations from idea stage by conducting Entrepreneurship awareness camps, Industrial visits, Awareness Programmes to sensitize and create awareness among students and provide the resources required to build products/prototypes and help them to find customers for their products. An EDC (Entrepreneurship Development Cell) was established by the institute through which the Commerce and Management Studies department of the institute regularly organized entrepreneurship workshops, industrial visits, orientation programmes on entrepreneurship and so many activities which were helpful for students.

The faculty of physics, chemistry, botany, zoology, aquaculture departments have shown interest in demonstrating the experiments which were designed in theory by using the procured sophisticated instruments. All the departments designed the curriculum such that each and every student must submit a project report in the last semester and the final year post graduate students have to submit one project dissertation done at outside of the institute as per the curriculum designed by the affiliating University. This helps the students to orient towards research and to know how to record the data, its analysis and the process of the preparation and submission of the dissertation which will be useful in future.

Every year the college organizes Community Oriented Programmes and in this connection, it is a customary practice to invite students from nearby schools and show case the activities of the departments for the benefit of society. The Research Committee organized Community Oriented Programmes like Inspiring Science Projects, Digital Literacy Programme, Exposure of Physics and Chemistry Experiments, Mobile Lab, FUSION-2020, etc.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 3.3.2 Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development during the last five years.

Response: 19

#### 3.3.2.1 Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
9	3	4	1	2

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.4 Research Publications and Awards

**3.4.1 The Institution ensures implementation of its stated Code of Ethics for research through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of Ethics committee 3. Plagiarism check through software 4. Research Advisory Committee**

Response: A. All of the above

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**3.4.2 Number of Ph.D's registered per teacher (as per the data given w.r.t recognized Ph.D guides/supervisors provided at 3.2.3 metric) during the last five years****Response:** 0

3.4.2.1 How many Ph.Ds are registered within last 5 years

3.4.2.2 Number of teachers recognized as guides during the last five years

Response: 2

**File Description****Document**

List of PhD scholars and their details like name of the guide , title of thesis, year of award etc

[View Document](#)

URL to the research page on HEI web site

[View Document](#)**3.4.3 Number of research papers per teachers in the Journals notified on UGC website during the last five years****Response:** 0.09

3.4.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
6	1	1	0	1

**File Description****Document**

List of research papers by title, author, department, name and year of publication

[View Document](#)

Any additional information

[View Document](#)**3.4.4 Number of books and chapters in edited volumes / books published per teacher during the last five years****Response:** 0.14

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	3	4	4	3

<b>File Description</b>	<b>Document</b>
List books and chapters in edited volumes / books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4.5 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed

**Response: 14**

<b>File Description</b>	<b>Document</b>
Bibliometrics of the publications during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4.6 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution

**Response: 2**

<b>File Description</b>	<b>Document</b>
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.5 Consultancy

### 3.5.1 Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs).

**Response: 0**

#### 3.5.1.1 Total amount generated from consultancy and corporate training year-wise during the last five years (INR in lakhs).

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
List of consultants and revenue generated by them	<a href="#">View Document</a>
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.5.2 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs).

**Response:** 0.06

#### 3.5.2.1 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
0.055	0	0	0	0

File Description	Document
List of training programmes, teachers and staff trained for undertaking consultancy	<a href="#">View Document</a>
List of facilities and staff available for undertaking consultancy	<a href="#">View Document</a>
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.6 Extension Activities

### 3.6.1 Extension activities are carried out in the neighbourhood community, sensitising students to social issues, for their holistic development, and impact thereof during the last five years

**Response:**

Extension activities are encouraged to be taken up by the students in order to fulfil the aspirations of Vision and mission statements of the institution. Holistic development of the individual is the aim with which the students are encouraged for participation in extension activities through agencies such as NSS,

## Clubs and Societies.

The Institute has 6 NSS units, 2 NCC units (Naval & Army), 4 YRC units and 1 RRC unit. In each NSS unit, there are 100 members including the officer, in NCC Naval unit, there are 50 male students and 33% girl students, in NCC Army unit, there are 100 male students and 33% girl students, in each YRC unit, there are 25 students and in RRC, 60 students per unit.

The NSS and NCC units have taken up projects like keeping the college clean and green, doing community service by conducting awareness drives through rallies, organizing awareness programmes to educate people on literacy and cleanliness, organizing blood donation camps and the like. By participating in these activities, the students feel a sense of responsibility and believe that they need to give back to society and the environment what they have taken.

Our student volunteers have done social service activities such as special camps in adopted villages, tree plantation, Titli Toofan relief activities, Covid-19 activities, etc. All these programs develop a sense of responsibility, accountability, integrity and human values in the students towards achieving the vision and mission of the institution.

Our students have actively participated in the cleaning of Public parks, Government office premises, water bodies, cleaning of the Statues of the eminent persons, etc as part of Swatch Bharat initiatives. Along with the above programmes, these volunteers participated actively in various programmes initiated by the State as well as Central Government such as Swachh Bharat, Swachhata hai seva, Swachhata Pakwada, etc.

Medical camps are organized in the neighborhood for the benefit of society as part of NSS and NCC activities. The institution participated and hosted an Eye Camp and Blood Donation Camp. YRC volunteers actively participated in an excellent way and shown their responsibility towards the nation as good citizens at the time of Titli Toofan in Srikakulam by repairing electrical wiring and served the suffered in all possible directions.

WEC of the institute also extends its service to the society in the form of conducting "Fashion Technology" Certificate Course to the women to give self confidence and self employment. The department of English also conducted a Certificate Course on "Advanced Spoken English" to the outsiders of the Institute in summer as English is a global language and it is necessary for all the people in the present days.

As part of holistic development of the students, credit courses are offered on Human Values and Professional Ethics as well as Environmental Studies. Guest lectures are organized to the students at periodic intervals by inviting experts from outside to sensitize on social issues such as Road Safety, Voter responsibilities, Disaster Management, Anti ragging, etc.

File Description	Document
Upload Any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 3.6.2 Number of awards and recognition received by the Institution, its teachers and students for

**extension activities from Government / Government recognised bodies during last five years****Response:** 0**3.6.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years****Response:** 94**3.6.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
24	16	22	20	12

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years**

**Response:** 51.04**3.6.4.1 Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
1389	1345	1251	1149	783

File Description	Document
Reports of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.7 Collaboration****3.7.1 Number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work****Response:** 22.8**3.7.1.1 Total number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work**

2019-20	2018-19	2017-18	2016-17	2015-16
79	12	15	4	4

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>
Copies of collaboration	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.7.2 Number of functional MoUs with institutions of national, international importance, other institutions, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)**



**Response: 21****3.7.2.1 Number of functional MoUs with institutions of national, international importance, other Institutions, industries, corporate houses etc. year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
11	6	2	1	1

<b>File Description</b>	<b>Document</b>
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other Institutions etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

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

#### Response:

VSM could be a temple of learning with strength of 2444-students and set in 8-acres of gorgeous field with three buildings Block-A, Block-B and Block-C.

#### Learning Resources

Classrooms–VSM has well equipped with 59-spacious lecture rooms of various capacities meet necessities of UG and PG Students. Twenty five lecture rooms equipped with Liquid Crystal Display Projectors and Full Wi-Fi all around the field. Apart from 25-class rooms with LCD Projectors, College is having three Virtual Classrooms and one Seminar Hall cum Digital Class Room equipped with four Digital Interactive panel Boards, full video and audio lecture capturing facilities. The College has also developed one Skill Development Centre with 31-laptops and 30-tabs to provide CRT training to the students. VSM has two Seminar Halls with two hundred seating capacity one Mini Seminar Hall and one Conference Hall totally equipped with audio visual facilities and a pair of ICT lecture rooms with capacity of a hundred each, and is additionally having quite 286-computer systems, 32-Laptops, 30-tabs, 3-UPSs (25KV), 31-LCD Projectors, 4-LED Television Sets, 13-Printers, 2-Scanners, 8-Xerox machines, 4-Document Readers, 4-Over Head Projectors and and open source such as MYSQL, Python etc. for day-to-day usage by the students and staff. An autonomous examination cell with cryptography area, printing area, stock area and COE area was established during 2015.

#### Library

VSM has two libraries, one UG-Library and one PG-Library with quite 62934-books and periodicals. Both the libraries are fully automated with SOUL software. The libraries are members of DELNET & INFLIBNET. All Transactions are automated by using bar code Digital Library with 20-computer systems is also developed. Adequate space is provided for browsing and relaxing reading. Online Public Access Catalogue (OPAC) allows the users to check the status of the books and help them locate the books of their choice.

#### Laboratories

The College has 34-well-equipped Science laboratories that facilitate conducting regular practical sessions for each UG & PG Students including labs- one-Research, three-Botany, three-Zoology, two-Aquaculture, five-Physics, nine-Chemistry and eleven-Computer labs. The Research lab with sophisticated Analytical Instruments like FTIR, HPLC, AAS etc was established. The Solar Power Plant (150-KVA), Diesel Generators and UPSs (25-KV) provide uninterrupted power supply to all the labs, libraries and Seminar Halls.

#### Student and Faculty Support Facilities

Every Department is maintaining Department Libraries with good number of books, study materials and old question papers. Two rest rooms and wash rooms exclusively provided to woman employees. Apart from these the girl students, boys and male staff members are also provided wash rooms separately. Drinking Water Plant for safe water is provided within the College premises. The Institution conjointly provides support facilities for disabled with one wheel chair, ramps and conjointly separate washrooms.

S.No	Particulars	2015-16	2016-17	2017-18	2018-19	2019-20
1	Built-up Area					12136-Sq.Ft.
2	Seminar-Hall			01		
3	Laboratories			02		01
4	Library Books				376-books	
5	Computer Systems		64	162		60
6	Virtual Classrooms				03	
7	Digital Classrooms					01
8	Wi-fi hot spots	02	01	03	02	
9	CC-Cameras					104
10	Laptops			30		
11	Tablets			30		
12	LED TVs			02		

File Description	Document
Upload Any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

##### Response:

VSM has wonderful spacious playground with a neighborhood of seven acres. College contains a sports ground that is spacious enough to carry Hand-ball, Volley-ball, Athletics events (Shot-put, Discuss-throw, Javelin-throw), Yoga categories and NCC Parade. There is a sports area with adequate equipment and furniture for the storage of equipment. The college also has Ball-badminton court, 4-shuttle-badminton courts one-Basketball Court (CC), two-Volley Ball Courts and one-Lawn tennis court apart from indoor sports facilities like Table Tennis, Tennikoit, Chess and Carom Boards etc.

The details of the fields in the College for outside games given below:

1. 200mts Athletic running track
2. Cricket pitch
3. Handball Court with web enclosure up to ten feet height round the court
4. Separate courts for Kabaddi, Kho-Kho, Volleyball, Basket Ball, Shuttle and Ball Badminton
5. Parallel bar and horizontal bar

### **Indoor Games:**

Facilities for the indoor games like Ping-Pong, Chess, Carroms etc provided to students within the College field.

### **Gymnasium:**

VSM has well-equipped Gymnasium area. A multi gymnasium with twelve stations and four stations bench press of NELCO Company was established. An Indoor Stadium with surface area of 9600sq.ft.(height 40ft.) is also established for games activities. The students though' busy a well participating and numerous programs, have a lifetime of art, culture, and policy throughout the semesters. The Co-curricular learning is unmoving in happiness to eleven completely different students' societies. For overall coordination of these activities, a faculty member is assigned the role of the staff advisor. Students actively participate in intra and inter college events throughout the year and bring several laurels to the college. Students actively participate in intra and inter College events throughout the year and convey many laurels to the College. The effective usage of sports facilities is ensured by introducing exclusive hours for sports and games within the regular calendar itself.

### **Auditorium**

An Open Air Theatre with an area of 12800 sq. ft. and one seminar hall (Recreational Spaces) inherent space of 2800 sq. ft. created within the College, in addition to Indoor Stadium (9600 sq. ft. with 40 ft. height) to conduct Cultural Programs, Annual Day Celebrations (Graduation Day) etc.

### **Cultural Activities:**

Both the professional and the cultural clubs are hosted in an exclusive facility "Student Activity Centre (SAC)" within the campus with a built up area of 900 Sq.mt. This space is under the control of the students to design and devise the activities under their respective clubs and societies. Students clubs like Literary club, Classical dance club, the Math club and the Quiz club are established. Students actively practice and participate in extra-curricular activities, participate in National level competitions and won awards and prizes.

### **YOGA**

Yoga training is also provided to the students within the campus with trained yoga teacher. The art of active Yoga helps in dominant associate individual's mind, body and soul. It helps in managing stress and anxiety and keeps quiet.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Geotagged pictures	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

**Response:** 49.21

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 31

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.4 Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)

**Response:** 21.24

##### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
90.37334	34.44617	33.8697	12.19415	7.56

File Description	Document
Upload Details of Expenditure , excluding salary during the last five years	<a href="#">View Document</a>
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Link for any additional information	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

#### Response:

VSM is having 2-libraries (stocked with 62,345 books) for UG and PG are equipped with a seating capacity of 70 each. The libraries are members of DELNET & INFLIBNET.

VSM College has enabled library with SOUL (Software of University Libraries) Library Management System with perceptual license(*Server IP address 192.168.1.39*).

1. **Name of the ILMS software–SOUL**
2. **Nature of automation ( fully or partially)–Fully**
3. **Version–2.0**
4. **Year of automation–2012**

Software for University Libraries (SOUL) is state-of-the-art integrated library management software designed and developed by the INFLIBNET Centre based on requirements of college and university libraries. It is a user-friendly software developed to work under client-server environment. The software is suitable to international standards for bibliographic formats, networking and circulation protocols. The institute has a digital library with 20-terminals and E-learning centre.

#### Some of the features of SOUL

- SOUL Software Supports more than 150-languages in both Indian and foreign.
- Standards used such as CCF, AACR2, MARC21, MARCXML, ISO2709
- Copy Cataloguing
- Import here Library of congress online catalogue Copy Cataloguing
- Supports cataloguing of E-resources like E-books, E-journals Put here the URL of full text E-book
- Predefined Data Entry Sheet Multi volume series books can be entered Additional information of book can be attached
- Can generate barcodes along with Call Number
- Reports in various formats
- Highly versatile and suer friendly OPAC
- Mail users can export the details of the record into PDF, EXCEL

#### Brief usage of SOUL Modules in VSM College

**CATALOGUE:** Catalogue module is used for retrospective conversion of library resources. The strong features of catalogue module are 1)allows user-generated customized reports 2)facilitates authority database of person name 3)corporate body, subject headings and series name 4)master database of publishers 5)supports full MARC 21-bibliographic format.

**CIRCULATION:** This module takes care of all possible functions of circulation. The circulation module is fully compliant with the NISO Circulation. Major functions of the circulation module: Membership, Transaction, Inter-library loan, Overdue charges, Reminder, Search status, Maintenance of the items such

as binding, lost, replace, missing, withdrawal, etc. and Report generation based on the various requirements.

**ADMINISTRATION:** Administration module include following features: grouping of users based on the policy, transactional rights over the systems, transaction level security to users, various configuration settings such as labels, e-mail and other parameters related to the software use, and common master databases being used in modules.

**OPAC:** SOUL-OPAC having different types of searching options like simple, advanced and Boolean searches. Users can know the status of library material. We have integrated OPAC with digital library accessing outside the campus by WEBOPAC.

**MEMBER LOGIN/LOGOUT:** SOUL software having member log-in and log-out module to authenticate attendance in library for students and staff with bar-coding option. Can generate log reports according to date, month, year wise too.

Students and Staff are provided with various services like:

**E-Resource Centre with 20-work Stations**

**Reference Service**

**Newspaper Clipping Service**

**New Arrivals Display**

**Current Awareness Service**

**Selective Dissemination of Information**

**Book Bank for Economically Backward Students**

**Special Facilities provided for Divyangjan**

**Documentation of Syllabus Copies and Question Papers**

**Subject Bibliographies**

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste Link for additional information	<a href="#">View Document</a>

**4.2.2 Institution has access to the following: 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access to e-resources**

**Response:** A. Any 4 or more of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-books , e-ShodhSindhu, Shodhganga Membership etc	<a href="#">View Document</a>

#### 4.2.3 Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

**Response:** 0.31

##### 4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
0.1947	0.82718	0.1947	0.1725	0.1725

File Description	Document
Details of annual expenditure for purchase of and subscription to journals/e-journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 3.48

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

Response: 89

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>



### 4.3 IT Infrastructure

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

##### Response:

The College has adequate IT Facilities including Wi-Fi for strengthening the teaching and learning process. In the year 1989 Computer Science lab was set up in the college for B.Sc Computer Science department and there after further Computer labs were established for new courses like MCA, MBA, BCA, MS IS, M.Sc. Computer Science, B. Sc. MPCS and B.Com. Computer Applications (Voc.) courses. In the year 2010 LCD projectors, Document Readers were purchased for ICT rooms & class rooms with the financial Assistance of UGC New Delhi. English Communication lab was established in the year 2011 with 60 Systems, Headsets and Globareena Software and was updated with KWAN software now. Later on Commerce Computer Labs were also established. AP Skill Development center working under Government of Andhra Pradesh sanctioned 30 Laptops & 30 tablets for the college skill development center. The Administration office & Examination Systems are also fully computerized with BEES Software.

The College is equipped with 286 computers, 32 laptops and 30 tabs, useful software and antivirus protection, 31 LCD projector and 4 digital interactive boards are used by the faculty. The College has **five dedicated servers** for the smooth functioning of library and computerscience labs. The bandwidth has been progressively increased from 10mbps to 60mbps internet lease line facility over the past 5 years to cater to the current scenario in education. The college has 8 Wi-Fi access points to access the internet for all students and faculty in the campus. All labs and computing facilities are connected to LAN. The College dynamic website and unlimited digital storage capacity via **Google Suite**

There were workshops organized on online information sourcing, AWS (Amazon web services) and Basics of Computers like MS OFFICE (Ms-word, Ms-Excel, PowerPoint etc), Photoshop, C Language & JAVA program etc. A separate team with in-house staff is formed to take care of the IT and related needs of the campus such as hardware and networking etc. The College has installed CCTVs in all classrooms, laboratories and libraries as well as at some selected areas to ensure transparency as well as general security in the campus. Individual computers are provided for each office staff and Superintendent, all of which are networked and have high speed Internet connectivity. In addition to that, sufficient number of printers, scanners and copiers are provided for the smooth functioning of the administrative office. Library has the subscription of **e-books and e-journals** via INFLIBNET and DELNET. **Digital library** with 20 computers enhances the e-learning.

S.NO	Description	2015	2019
1	Total Computers	234	286
2	Internet facility	10 Mbps	60 Mbps
3	Computer Labs	04	09

4	Virtual Classrooms	Nil	03
5	Digital Classrooms	Nil	01
6	ICT Enabled Classrooms	06	25
7	Digital Interactive Boards	Nil	04
8	Number of LCD Projectors	10	31
9	25KV UPS	Nil	03
10	Laptops	Nil	30
11	Tablets	Nil	30
12	LED TVs	02	04

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 10:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Student - computer ratio	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution.

**Response:** 750 MBPS

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

#### 4.3.4 Institution has the following Facilities for e-content development

1. Media centre
2. Audio visual centre
3. Lecture Capturing System(LCS)
4. Mixing equipments and softwares for editing

**Response:** A. All of the above

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years**

**Response:** 78.79

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

2019-20	2018-19	2017-18	2016-17	2015-16
126.57046	248.37661	177.10163	65.77168	29.08608

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

**Response:**

To monitor the quality of the policies and procedures of the institution, the College follows various systems and procedures for the effective functioning of the College.

The institute has well defined system of maintenance of its physical, academic and support facilities like laboratory, library, sports, indoor stadium, computers, classrooms etc. The College has strong system for maintenance team under the guidance of Administrative Officer. Adequate in-house staff is employed to meticulously maintain hygiene and cleanliness on the campus so as to provide a clean and congenial

learning environment. Periodic reporting on requirements of repairs and maintenance are submitted by the HODs to the Administrative officer. The requirements are collectively processed during every semester breaks so as to keep things ready for the next academic year/semester.

Predefined procedures are followed within the Institute for the maintenance of its physical equipment. Standard Operating Procedures are available for maintaining and Utilizing physical, academic and support facilities like General Admin, Security Wing, Stock Verification, maintenance of Computers and Networking, Electrical equipment maintenance, Mechanical maintenance and Civil maintenance.

**Laboratories:** The laboratory equipment are maintained cleanly and calibrated periodically to provide accurate results and maintain reproducibility. The equipment and machineries in the laboratory/workshop are maintained by well-trained technical staff. All laboratories are supported with power backup system (UPS) and in addition to the standby power generators.

**Classrooms:** The Classrooms, Seminar halls and Laboratories, Departmental office, Staff rooms, Administrative office are cleaned and maintained hygienically. There are designated staff for the purpose who are assigned to a designated location. A designated supervisor ensure the job is carried-out regularly. The Dustbins are placed in every floor in the campus. The Green Cover of the campus is well maintained by full time gardeners.. The building blocks are well maintained and periodical maintenance checks are being carried to ensure the safety and security of the students.

**IT Infrastructure:** Trained technical staff and the lab assistants under the supervision of the System Administrator maintain the college IT Infrastructure effectively and efficiently that ensures the validity of the software. The IT infrastructure include computers hardware and peripherals, safety and security equipment and other accessories.

**Electrical Works and Maintenance:** The College has strong in-house team of well-trained electricians who maintain the IT and electrical services such UPS backup, Generator, Air Conditioners, CCTV cameras and plumbers who maintain Water Purifiers and water harvesting pits. The electrical maintenance team also maintain the solar power panels and institutional lighting and electrical transformer.

**Library facility:** The Library headed by a qualified Librarian and supported by library staff which ensures smooth and efficient functioning of the Library. He also tackles issues relating to library facilities. A suggestion box is installed inside the reading room to take users feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment.

**Sports facilities:** Regular maintenance of the college indoor and outdoor sport and games are being supervised and maintained by well qualified staff appointed for the purpose. The Director Physical Education maintains and monitors the Sports facilities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 83.01

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2019-20	2018-19	2017-18	2016-17	2015-16
2007	1985	1942	1904	1743

File Description	Document
upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution and non-government agencies during the last five years

Response: 6.31

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2019-20	2018-19	2017-18	2016-17	2015-16
216	163	168	193	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Number of students benefited by scholarships and freships besides government schemes in last 5 years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**5.1.3 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. Awareness of trends in technology**

**Response:** A. All of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefited by career counseling and guidance for competitive examinations as offered by the Institution during the last five years.**

**Response:** 40.32

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

2019-20	2018-19	2017-18	2016-17	2015-16
1067	1215	871	812	702

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.5 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
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 18.94

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
267	193	159	28	52

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch).

**Response:** 23.93

#### 5.2.2.1 Number of outgoing student progressing to higher education.

**Response:** 167

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

**Response:** 20

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

2019-20	2018-19	2017-18	2016-17	2015-16
4	0	0	0	0

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: IIT/JAM/ NET / SLET/ GATE/ GMAT/CAT,GRE/ TOEFL/ Civil Services/ State government examinations) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
4	0	0	0	0

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**



**Response: 28**

**5.3.1.1 Number of awards/medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) year - wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
5	5	10	1	7

<b>File Description</b>	<b>Document</b>
Number of awards/medals for outstanding performance in sports/ cultural activities at inter-university / state / national / international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution**

**Response:****Student Council:**

The students have a voice in governance through their representations on academic and administrative committees of the college. The institution has an active student council to hold the common interest of students for serving as the driving forces in upholding the institutions spirit, helping their fellow students and allowing members a chance to develop powerful leadership and learning opportunities. It provides a platform to students to express their views on issues concerning them.

- Consists of two students from each class nominated by the Principal based on the performance of previous semester end examinations.
- For each class, two toppers i.e one from girls side and one from boys are selected as a Class Representatives (CR). The Class Representative Committee is re-constituted every year
- Class Representative Committee chaired by the principal comprising of two senior faculties as coordinator and class representatives of all the classes of UG & PG programmes.
- Meet once in a month at 3.30pm to discuss upcoming events and collect feedback orally on academic matters.
- They also assist administration in organizing various programs such as Blood Donations Camps, Campus Recruitment Drives.
- As members of various committees, the CRs reflect the opinion of the students.
- The CRs propose ideas, place requests, and provide feedback to the administration in a democratic manner on various aspects to initiate corrective measures wherever needed.

**Academic & Administrative bodies/committees:**

There are student representatives in various bodies including:

**Internal Quality Assurance Cell (IQAC):** Student representatives are nominated for this cell to participate in the quality initiatives of the institute.

**Student Grievance and Redressal:** The Class Representatives are the Special Point of Contact for any grievance and takes it forward for redressal with the concerned committee.

**Library Advisory Committee:** This committee consists of Librarians, the teaching faculty and Students. Student representatives are nominated into the library committee to address the issues on procurement of new titles, issue and renewals of the books. The Committee is also responsible for the maintenance of library books and journals, easy access of the students to the library facilities, students' facilities in the library such as reading rooms, drinking water, uninterrupted power supply, opening and closing times of library, availability of daily newspapers and the maintenance of library records. Suggestions are invited from the students and other readers for making the library atmosphere congenial.

**Sports Committee:** Student representatives give suggestions towards the sports activities within the institute and also address the adequacy of the infrastructure and other facilities.

**Canteen Committee:** The quality and hygiene of the canteen is monitored by student representatives along with the other nominated faculty members. They visit frequently and collect feedback from peers and also continuously monitor the quality and quantity of the food served.

- Anti-ragging committee
- SQAC
- Training & Placement Cell
- Grievance Redressal Cell
- Internal Complaints Committee
- Students Welfare Committee
- Hostel Committee
- Students Clubs

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural events / competitions organised by the institution per year

**Response:** 3.8

#### 5.3.3.1 Number of sports and cultural events / competitions organised by the institution year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
06	04	04	02	03

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events / competitions organised per year	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 The Alumni Association / Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services.**

### Response:

- Alumni of VSM was started in 1992 but registered in 2015 as 'V S M College Old Students Association'.
- Has members spread across the India and abroad.
- Activities coordinated by The President, Executive Committee.
- College website promotes networking among the VSM Alumni.
- Alumni gather on the occasion of 'Founders day' i.e. on November 6th every year in the college.

### Alumni Contributions:

#### Financial Contributions:

- Late Sri Rayudu Satyanarayana Murthy and Late Smt. Rayudu Santhamma Memorial award established by Sri R. Ganga Rao, alumni in memory of his parents. He deposited an amount 1,02,000/- on the name of the President and Correspondent, VSM College. Interest amount accrued on the amount of Rs.1, 02,000/- may be given as a cash prize to student who secures I year I Semester Highest Mark of I Degree Courses and I PG Courses in every year on 26th January.
- Late Sri Ravipati Viswanadham and Late Smt. Ravipati Lakshmi Kantham, Memorial award established by Sri Ravipati Ramakrishna Rao, alumni in memory of his parents. He deposited an amount 50,000/- on the name of the President and Correspondent, VSM College. Interest amount accrued on the amount of Rs.50,000/- may be given as a cash prize to student who secures first mark on the 3rd year Degree courses in every year on 15th August.

#### Non-Financial Contributions:

- Alumni members who are in good positions conduct career guidance programmes and offers

placement services for the students to achieve their career goals.

- Alumni are invited for guest lectures in their respective domains, keynote speakers for Conferences, training programmes, seminars etc.
- Alumni contribute for curriculum enrichment through their structured feedback on curriculum in-order to keep pace with the recent advancements in industry.
- Alumni are active members of IQAC and their inputs are helping us for quality enhancements.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### 5.4.2 Alumni financial contribution during the last five years (in INR).

**Response:** E. <2 Lakhs

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

##### Response:

VSM College, Ramachandrapuram, East Godavari district, was established in 1966. The Institute's governance is based on the guidelines of UGC for Autonomous Colleges, APSICHE, CCE of AP and GB of the Institution.

**VISION & MISSION::** <https://www.vsm.edu.in/vsm/about-us/vision.php>

Governing Body (GB) is the highest decision making body of the Institute and it constitutes as per the guidelines of University Grants Commission (UGC). The GB consist of Management representatives, Government Nominee, UGC nominee, University (AKNU) Nominee, Industrialist, Educationalist, Faculty members of the College, Principal is the Ex-officio member secretary. The GB ensures preparation of Strategic Plan through bottom up approach involving all the stakeholders and implementation through top down approach. The GB through the director/principal ensures that all decisions on the matters such as admission, budget, infrastructure, Teaching-Learning Process and placements are in line with Institute's Vision, Mission and Quality Policy properly reach the stakeholders and ensure proper implementation of the same. The GB meets 2 times in a year to review the performance and makes active contributions for overall growth of the organization. All the meeting proceedings are duly recorded (minutes of the meeting) and the Action Taken Reports were also prepared and appraised to the GB regularly.

The Principal, who is the Academic Head of the Institution, translate the decisions of the GB into implementation trough a well-documented action plan. Principal is aided by: Heads of the Departments, Finance Officer, Section Heads, and Convenor of Institute-level Committees, Internal Quality Assurance Cell, Planning, Approvals, Academics and Admissions, Examinations and Evaluation, Research and Consultancy Cell and Mentoring, Training and Placement wings.

The governance and leadership of the institution ensures that its higher education operations are performed efficiently by nurturing decentralization and participative decision-making process as the key factors of Good Governance.

Thus, all stakeholders of the Institute are involved at various levels in assessing actual needs, budgetary requirements, academic standards and policy-making, progression in innovation and research. The Principal subsequently drives the resulting policy, strategy, resource allocation, and operations through the Governing Council and the VSM Society. Societal impact and responsibility are assigned prime importance such that the Institute contributes to sustainable socioeconomic development through competency building

**STRATEGIC PLAN:** The Principal of the Institute (Ex-Officio member of the Managing Committee) discusses the broad components of the Perspective Plan with the Managing Committee of the Institution and it is then finalized in consultation with the Governing Body of VSM Society. The Strategic Plan for the institute was developed in the year 2016 for duration of 5 years. It is based on the achievements till 2016

and particularly centered around the recommendations of the NAAC Peer Team Visiting Committee, the next Strategic plan is prepared upto 2021. The institute became autonomous in the year 2015 as part of its strategic plan.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### **6.1.2 The effective leadership is reflected in various institutional practices such as decentralization and participative management.**

#### **Response:**

The Governing Body is the highest decision-making body which formulates/ amends rules and regulations, delegates powers and responsibilities to various Principal, Heads of the Departments (HoDs), Committees.

The constitution of statutory committees like Governing council, Academic Council, Finance Committee, Board of Studies are systematically carried out with specified functions and responsibilities as per the requirements to the regulatory authorities. These committees play a major role in policy making of governance, academics, finance, research and teaching learning.

The Principal ensures the smooth functioning of the institution with the support of HoDs for academics, administration, Research and Evaluation. There are as many as 30+ non-statutory committees working towards planning, organizing, implementing and monitoring various activities of the institution.

IQAC involves in academic planning and continuously monitors the curriculum delivery. All the Head of the Departments and faculty participate enthusiastically in various activities assigned to them. Under the guidance of faculty, the students actively involve themselves in curricular and co-curricular activities of various committees. IQAC plays important role in monitoring the academic and administrative activities.

#### **Case Study: Purchase of Laboratory equipment**

##### **Goal:**

- Decentralized and head of the departments are responsible for the activities performed under them. Therefore, responsibility is fixed at the department-level.
- Order processing is fast and easy, with no wait for approval. If a need arises, it can be sourced and filled immediately.
- Replacements for defective or damaged shipments can be initiated immediately, without routing.

##### **Implementation Process:**

- HoDs give requisition of requirement and suppliers details to the office duly countersigned by the Principal.

- The Store Keeper collects the quotations from respective suppliers and prepares a comparative statement with the consent of respective department and Principal.
- After verification by office superintendent, the proposal containing requisition and comparative statements is forwarded to Purchase Committee for approval.
- The Purchase Committee verifies and recommends the supplier based on their services, technical specification, quality and price of the equipment and forward the same to the Principal for final approval.
- Purchase order is prepared by Senior Assistant based on final approval.
- On receiving the material, the concerned faculty-in charge verifies the equipment and certifies that the received equipment is in satisfactory condition and report is submitted to the HOD.
- Respective entries are made in departmental stock register with all details and the invoice is submitted to the Senior Assistant by getting the signature of designated authority for release of payment.
- Photocopy of the invoice is maintained in respective departments.

#### **Participative Management:**

- Formation of purchasing committee to take decision to purchase the equipment.
- Collection of inputs by the committee from various companies.
- Study the comparative statements and finalize the purchase order.
- Purchasing order will be forwarded to Principal for final approval.

#### **Decentralization:**

- The HoD looked into the requirement of equipment.
- The finance committee looked into raising the finance for the purchase of laboratory equipment.

The decentralization and participative management is evident by the above practice. This shows that the institution has decentralization of administration through committees and has participative management.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for strategic plan and deployment documents on the website	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## **6.2 Strategy Development and Deployment**

### **6.2.1 The institutional Strategic / Perspective plan is effectively deployed**

**Response:**

**The Strategic Plan Process:**

The process of preparing the Strategic Plan has helped the institution to focus on the key issues facing the institution that need to be addressed if the institution is to not only meet the needs of the students, faculty, industry but also to emerge as providers of quality education that meets world standards and thereby helps us achieve our vision.

The Strategic Plan is a process to establish priorities on what we will accomplish in the future. Strategic Plan has been prepared for five year period i.e. 2016-2021 with built in flexibility. Based on the experience during implementation of the Strategic Plan, the college will develop Strategic Plan for beyond five years period.

The Strategic Plan team followed a process that led to consensus on 8 strategic Goals that the institution must address in order to realize the five year vision. The team brainstormed the strengths, weaknesses, opportunities and threats (SWOC) facing the institution that ultimately got translated into the 8 strategic Goals for the institution.

The strategic objectives were developed to address the strategic goals. In the whole exercise we have tried to analyze where we are, what we want to be, how we will bridge the gaps and how we will monitor our progress and take corrective actions along with sharing responsibilities, guiding decision making at all levels with accountability and how we will monitor and evaluate our strategies to take in process corrective actions.

#### **Strategic Goals identified based on SWOC**

Goal - 1	Obtain Autonomy and create effective institutional management structures with accountability mechanisms
Goal – 2	Introduce academic and non-academic reforms other than obtaining autonomy
Goal – 3	Improved Teaching, Training and Learning processes
Goal - 4	Improved Teaching, Training and learning facilities
Goal - 5	Faculty and staff development for improved competence based on Training Need Analysis (TNA).
Goal - 6	Create Research and Innovation Culture at both UG and PG levels and enhance activities related to R&D, consultancy and academic products
Goal – 7	Enhance Industry Institute and Alumni interaction
Goal – 8	Expand the activities of Training & Placement Centre to make vibrant.

#### **Case Study: *Training and Placement Cell Activities towards Employment***

A responsible faculty member is appointed as a Placement Officer to the training and placement cell. The placement officer is assisted by a team of placement coordinators drawn from each department, consisting of one faculty and two students' members. Final-year students have the option of pursuing a campus placement, in addition to continuing their education or pursuing a career as an entrepreneur. Intensive placement training is given to those who have chosen campus placement. It is worth noting that, all students, regardless of their options, must complete the common training programmes until the third year (Degree Students). This approach ensures that all students are prepared for employment to a larger extent. Our placement count for the last 5-years shown below speaks for itself and is testament to effective strategic planning and deployment of the cell. <https://www.vsm.edu.in/vsm/placement.php>



File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

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

#### Response:

The college has a well-planned organizational structure to attain autonomy, transparency, and excellence in all functions of governance undertaken at their defined levels.

#### The Organization Structure and functions:

##### Governing Body:

The governing body of the institution is the final authority in the decision making of the institution. Governing body frames the strategic plans, policies pertaining to administrative, academic and financial activities.

**Director:** The Director in association with the Principal play a key role in overseeing all day-to-day activities of the institution are running smoothly. He/She acts as an adviser and intermediary between the Management and the Institution and assists in getting the institution projects approved.

**Principal:** The Principal as the Head of the institution and is Ex-officio member of the Governing Body steers the college day-to-day administrative and academic activities in co-ordination with the Director and Head of the Departments.

**Internal Quality Assurance Cell (IQAC):** The IQAC helps the Principal with the overall administration and ensures quality by carefully designing the academic calendar and assisting in its systematic implementation.

**Academic Council:** Academic Council is constituted with Head of the Departments. Head of the Departments are responsible for the overall academic and administrative functioning of the department. He/She undertakes duties such as preparation of the department timetable, assigning duties to other staff of the department, conduct of internal examination and submission of various reports to the Principal, IQAC and various committees.

Various committees such as Anti-Ragging Committee, R&D Committee, Finance Committee, Purchase Committee, Professional Bodies Committee, Grievance committee, Anti-Sexual harassment Committee, etc., have been constituted at the institute level involving faculty and students for smooth functioning of the institution. All these committees function under the overall guidance of the Principal.

An Administrative Manual is in place for the employees of the institute. This manual details the duties and responsibilities of various categories of employees working in the institute, leave rules, code of conduct, qualifications for recruitment and scales of pay of various categories of employee and Promotion Policy, etc.

### Grievance Redressal Mechanism:

The Grievance Redressal Mechanism of the institution is established with an aim to provide easy and readily accessible procedure for prompt disposal of the day to day grievances of the student and faculty community to maintain a congenial atmosphere.

Grievance Redressal Committee was constituted in VSMC in accordance with the UGC regulations. Any student and faculty with a genuine grievance may approach the Grievance Redressal Committee to submit his/her grievance in writing to “The Chairman, Grievance Redressal Committee, VSMC or send e-mail to grievanceredressal@vsm.edu.in.

The Grievance Committee considers all grievances submitted in writing by an individual member related to students, employment, working conditions, and quality of services and any other alleged injustice done to an employee while discharging his /her duties at the Institute. Grievances received are addressed systematically with active involvement and cooperation of the respective department concerned with the grievance; maintain necessary confidentiality in handling process.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

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	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

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

##### Response:

The institution has effective welfare measures for teaching and non-teaching staff for the professional development.

The following welfare schemes are available in the College for teaching and non-teaching staff:

- **VSM College Employees' Co-operative Credit Society Ltd. No.D.1317** is functioning in the college for meeting the financial needs of the staff. Ordinary loan, Vehicle loan, Laptop loan etc. are offered with minimal interest.
- **Interest free advance** are given to the staff against their salary based on their request.
- **Employee Provident Fund** is being contributed from management with an equal contribution from employees based on the pay scale governed by EPF rules.
- Staffs were provided with encashment of casual leave.
- **Subsidized canteen** facilities are provided for the staff members.
- **Fee concession** for children of non-teaching and teaching staff studying in the college.
- **Hostel accommodation** for the teaching and non-teaching staff.
- **Free uniform** is supplied to supporting staff and security men.
- **Vacation leaves** provision for all employees as per the college norms.
- In case of unfortunate demise of concern employee parent, five special leaves with pay will be provided.
- to N-List of INFLIBNET provides access to more than 6000 journals and 90,000 e-books
- An employee can avail 15 casual leaves,
- On Duty leave to faculty representing the college either for administrative work or academic work.
- **Financial support** to faculty for attending conferences/ seminars/ workshops.
- **Free Transport** for teaching and nonteaching staff.
- The Institution provides incentives to the faculty for outstanding performance in the curricular/co-curricular/extra-curricular activities.
- The Institute is with clean ambience providing purified RO drinking water, toilet and lounge facilities.
- **Annual tour programme** is arranged for the staff members.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### 6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

**Response: 3.64**

**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**

2019-20	2018-19	2017-18	2016-17	2015-16
20	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**6.3.3 Average number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the last five years.**

**Response: 0.2**

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	1	0

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

**Response: 5.09**

**6.3.4.1 Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise**

during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
28	0	0	0	0

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

The institution has a transparent and systematic financial management system. The College conducts internal and external financial audits regularly. As it is a Government-aided institution, the college is subject to financial audit by the Commissionerate of Collegiate Education and Accountant General. All government Scholarships and Funds received from government as Grants are audited separately by the Auditor appointed by government.

The College has a Finance Committee. The finance committee reviews the financial planning periodically. The institute is registered under section 12A of the Income Tax Act. The finance committee acts as an advisory body to Governing Body (GB) on matters of finances connected to the college. Financial Rules are in place in the Institute and “No- Cash” Transaction System is followed. Fee Payment is encouraged through online mode.

The **external auditor** appointed by the college performs audit of the financial statements of the college. The financial records are audited by qualified chartered accountants after the end of each fiscal year is certified income & expenditures, balance sheet are certified. Statutory financial audit of Institute is conducted in two sessions, first in the month of October/November/December for period of six months starting from 1st April to September and second in the month of May/June for the period from October to March. Finalization of account is completed in June and audited statement is prepared in July. All accounting systems are accrual basis and computerized. At present KANTIPUDI & CO., Chartered Accountants are extending their duties as our external auditors.

Audit team examines validity and reliability of financial, accounting and other data and reports any deviations. The Auditor provides Audit report in Form 10B and Form 10BB as per Income Tax Act 1961. Audited financial statements are made public by placing it on institute website and are sent to the

statutory and regulatory bodies.

#### Criteria for settlement of objections of External Audit:

- Examining the procedures and policies and regulations vouching.
- Verify the salary payment, TDS, Income Tax, EPF, Professional Tax, etc.
- Examining the property titles, approvals, fee payments to regulatory bodies Evaluating fee receipts  
Certify the audit report Filing the Income Tax returns regularly

The college conducts external financial audit for all the grants received from the various external bodies such as UGC, RUSA, Autonomy Grants etc., was utilized by the faculty concerned strictly in accordance with the guidelines of funding agencies and institution. This was checked by the Principal, and audited by registered Chartered Accountant. The respective bodies shall perform the audit for the funds utilised upon the receipt of the audited utilization certificates, Income and Expenditure statements and bills.

If any, discrepancy/ objection is raised by the external bodies/audit parties during the external audits and internal audits, they will send a report to the institution. Accordingly, the Management/Principal will submit the required data to the respective departments for waiver of the concerned objections.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropists during the last five years (not covered in Criterion III and V) (INR in Lakhs)

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

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

#### Response:

The College being an Aided Institution and permanently affiliated to Adikavi Nannaya University. The College receives the funds from UGC, RUSA and other funding agencies for academic and infrastructural development. The institute has strategies for mobilisation of funds and the optimal utilisation of resources.

#### The financial sources of the College are:

- The main source for the earned income of the institution is the tuition fee, special fee and other fee from the students.
- Our college being an aided college the institution gets funds from the Centre and the State Governments. The aided staff salary is met by the state government and the un-aided staff salary is met by management.
- As an aided institution, the college has the provision for obtaining various plan and non-plan funds from UGC in order to meet the academic and developmental needs.
- The Major projects, Minor projects, workshops and seminar grants are obtained mainly from the UGC.
- As an autonomous institution, college has receiving 'Autonomous Grants' from UGC every year.
- The Special Grants from the RUSA are vital resources for the growth and advancement of the College and assist in modernization and digitalization of the academic environment.
- The Management is contribute the amount to meet the developmental needs and the maintenance of the institution.
- The institution maintains Corpus fund according to the University guidelines. Interest on fund is marginally increasing year wise and the same is utilized for the welfare of the college.

#### College strives to implement the following for generating additional revenue:

- Identification of resources and utilization of play grounds and courts of the Institution shall be let out for hiring either monthly or annually.
- Outsourcing the Auditorium to external agencies /bodies.
- Outsourcing the available resources for consultancy, counseling and knowledge sharing.
- Optimum utilization of the buildings for examinations on recruitment, promotions and admissions during holidays and on Sundays.
- Involving the Alumnae of the institution in the activities of the college and encouraging them to contribute financially for its development and integral growth.
- Judicious usage of internal resources with focus on cost reduction.
- Generation of income through dry and wet waste management for preparation of compost.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 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 visible in terms of – Incremental improvements made for the preceding five years with regard to quality (in case of first cycle) Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles)**

### Response:

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. The following are the major incremental improvements and quality initiatives taken up by the IQAC are:

- NAAC Re-Accreditation Process
- Get Fresh Autonomous Status
- Academic & Administrative Audits
- AQAR Reports
- Participation in NIRF and AISHE
- Conduct of IQAC Meeting
- Organising workshops and seminars related to quality enhancement
- Installed 150KWp Grid connected solar roof top system
- Thirteen Classrooms was constructed by RUSA funds

The following are some of the practices institutionalized as a result of IQAC initiatives:

### Augmentation of Infrastructure:

- Constructed twelve classrooms, one computer science lab and one mini seminar hall of about 12,136 sq.ft. with the financial aid from RUSA.
- One digital Class room and three Virtual Class rooms with the support of RUSA grants.
- Presently college have 25 ICT enabled classrooms, out of these 15 ICT enabled classrooms newly developed during this period.
- Procured of new equipment for all science laboratories during this period.
- The entire campus including Libraries, Labs and Classrooms are under CCTV surveillance.
- CC Roads for the entire campus with rupees 25 lakhs also formed during this period.
- Installed 150KWp Grid connected solar roof top system is also established for the College to reduce power bill.
- Three 25KV UPS were installed to uninterrupted power supply to computers in the campus.
- Three Computer labs with 120 systems for Computer Science and Commerce students were also established in this period.
- UG Library and UG Seminar Hall are also renovated during this period keeping the comfort of students.

### Academic Administrative Audit:

- Internal Academic Audit is conducted twice in a year and the External Academic Audit is conducted once in a year.



- The External Audit Team comprises external academicians. Internal Audit Team comprises of the Principal, IQAC members and Heads of Departments. The Team visits the departments and assesses the performance on Teaching, Learning and Research activities.
- The External Audit team, in the beginning, will meet and interact with the Principal and the IQAC team to collect the details of the programmes and activities being conducted/ undertaken during the period of audit.
- Auditors will then visit all departments and facilities and generally verify the faculty Self Study Report along with supporting documents. They will interact with the HoD and the teacher in charge of quality assurance and will seek for doubts and clarifications if any.
- After conducting the audit in all the departments and facilities, the audit team will sit with the IQAC team to obtain further details, documents and clarifications.

#### Outcomes:

- Introduced new courses BBA, BCA, B.Sc. Data Science, B.Sc. Aquaculture Technology, B.Voc Commercial Aquaculture and M.Sc. Aquaculture in this period.
- Introduced Certificate Courses like Tally, Desktop Publishing, Beautician Course, Electrical Wiring etc., are introduced in this period.
- Teachers using ICT tools in teaching learning.
- Feedback collected on curriculum from all the stake holders.
- Decentralized administrative management.
- Organized seminar/conferences and faculty attend refresher/orientation courses and professional development programmes.
- The mechanism of SSS should be implement properly.
- Safety and security measures CCTV installed.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

#### Response:

The following are some of the institutional reviews and implementation of teaching learning reforms facilitated by the IQAC:

1. Adoption of Choice Based Credit System
2. Information and Communication Technology

### Practice 1: Adoption of Choice Based Credit System

As per the recommendations of NAAC Peer Team, VSM College got fresh Autonomous status in the year 2015-16. As a quality measure and in line with the direction of University Grants Commission (UGC), VSM College has adopted Choice Based Credit System (CBCS) in the academic year 2015-16 for Undergraduate Courses and in 2019-20 for Postgraduate Courses. In this regard the Heads of the Departments conducted Boards of Studies meetings and had all the courses revised and modified the course content and structure as recommended by UGC and suit local educational needs and Industrial needs. The ability enhancement courses, skill enhancement courses and generic elective courses have been offered to the students. CBCS course codes for all the courses offered in all the programmes were developed accordingly. Everything has been put in place for the complete implementation of CBCS: for example, the hours of teaching for each course, credits required for completing any course, value-added courses etc. The curriculum was designed by the faculty of the College following a lot of brainstorm sessions involving various stake holders including the current students undergoing the programme. All the suggested changes in the curriculum by the departments and their BOS are put forth to the academic council for approval. Attainment of the student learning outcomes was done through measuring the Course Outcomes (COs), Programme Outcomes (POs) and Programme Specific Outcomes (PSOs).

### Practice 2: Information and Communication Technology

IQAC has taken the initiative to integrate ICT in teaching and learning.

- Students are using the mobile-app for submitting MCQ test for online mid examination.
- Faculty are using library facilities like INFLIBNET and other e-resources to gather information.
- Video Lectures, YouTube links and Study Material is provided through Google Classroom.
- Majority of the classes are ICT enabled classrooms and Wi-Fi campus with 60 Mbps leased line connectivity.
- Fully fledged Videoconferencing facility is available for webinars and live streaming of important discussions
- The media lab helps the teachers to record video sessions for the benefit of students.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### 6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. Any other quality audit recognized by state, national or international agencies (ISO Certification)

**Response:** 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

NAAC

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

##### Response:

The importance of maintaining equality amongst men and women is at the forefront of our institution. To this end, we have ensured that we dedicate more than adequate time and effort to organize programs that highlights and educates our faculties, students and employees about handling delicate issues and situations with clarity and professionalism

##### CURRICULAR

- A compulsory course for all first year students on human and professional ethics "To sensitise them towards discrimination against women and the sex and raise awareness about equal rights" can be obtained.
- The course contents are intended to enable students to critically analyze and understand the underlying factors of gender bias and gender-based violence.

##### CO-CURRICULAR

- The Women Empowerment Cell of the institution aims to empower women in a way which leads to a life-long level of equality, self empowerment, personal improvement and professional success.
- The training is held in college for girls by the professionals, such as Karrate, Kalaripayattu, Tykonda etc.
- Resource persons are invited to deliver talks on women empowerment every year. In 2019-20 Smt K Munilakshmi, Vice President Pyramid Jnana Mandhir delivered a lecture on the topic "WOMEN HEALTH AND SAFETY"
- Outfield visits such as study tours, industrial tours, field studies and so on. Female professors are involved in ensuring the safety of girls.

##### FACILITIES FOR WOMEN ON THE CAMPUS

##### 1. Safety and Security

- Surveillance cameras are installed in every classroom, corridor and different important points of the entire campus to monitor the suspicious.
- Institution provided residential facility for girls and a warden is appointed to ensure security of girls.
- **ID Card** is mandatory for the students enrolled in the college to wear ID cards issued by the college at the time of admission. .
- **The Women Empowerment Cell** plays a dynamic role in sensitizing students about safety and security.
- The college has an active **Anti-ragging Cell** to ensure the security of students.
- Hostel students are provided with stipulated timings for visitors. The appointed wardens take care

- of all requirements, problems, rules, regulations and guide the students accordingly.
- Security services are provided 24X7 in the campus.

## 2. Counseling

The College features a counseling room with a full-time counselor. Boys and girls are counseled on various psychological issues including healthy relationships and gender parity. Exclusive sessions for girls address problems with emotional abuse, emotional breakdowns, low self-esteem, poor body image etc. and counsel them into being confident and competent happy individuals.

## 3. Common Room

Ladies and Gents Waiting rooms are available for students and faculty to rest in case of any illness. A common room for reading is available in the institution for reading newspapers. Common rooms are available for guests in the campus.

### Other Initiative taken by the Institute

Institute has formalized committee as per the guidelines of UGC/ AICTE/ State Government to ensure safety and security of female employee and students on campus. Some of this committee are:

Women Empowerment Cell

Anti-Ragging Committee

Grievance Redressal Committee

Internal Complaints Committee

File Description	Document
Specific facilities provided for women in terms of: a.Safety and security b.Counselling c.Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Annual gender sensitization action plan	<a href="#">View Document</a>

### 7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

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

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

**Response:**

All departments and classrooms are given with dustbins for dry wastage which are emptied every evening. Transport arrangements for solid waste as well as composting arrangements to convert into fertilizer are made available. Liquid waste from the points of generation just like the canteen, and toilet etc is let out as effluent into a correct drainage facility and to avoid stagnation. The solvents used for experiments within the department of Chemistry laboratory are purified and reused.

#### **Solid-Waste Management:**

- To collect solid waste, separate dustbins are kept at different places in the premises of the Institution. Collected bio-degradable waste is dumped in a big pit for composting purpose and prepared organic manure is used for botanical garden and other plants in College premises. Other non-biodegradable waste is picked up by Ramachandrapuram Municipality.
- Dedicated **vermin compost** units are established in the campus for disposal of biodegradable wastes generated through garden trimming and vegetable wastes from the canteen and hostel mess.
- **Paper wastes** generated in the campus are collected by Affiliating University, “ADI KAVI NANNAYA UNIVERSITY, RAJAMAHENDRAVARAM” **for recycling** in the name of “PRAKRUTI MITRA”
- The use of single-use plastic is strictly prohibited on campus.. The college follows green protocol for all its official and public meetings, seminars and conferences. College has established a plastic free zone around the campus.

#### **Liquid Waste management:**

- Liquid waste from the toilets, common rooms, canteen, mess and other places of the college are properly pipelined and connected to a common drainage system.
- Liquid waste generated in the institute is treated in septic tanks and disposed into soak pits.
- Chemical waste is drained off without causing harm to the environment.
- Drinking water waste is reduced through proper monitoring.

**E-waste management:**

- Electronic waste, such as batteries and electronic devices, are part of buy-back-schemes and is replaced with new hardware.
- We use after slight modifications to the original functioning equipment i.e. by using and refilling the printer cartridges is economical way of disposal of hazardous wastes. This method is also reduces the volume e-waste generation.

**Hazardous chemicals and radioactive waste management:**

- The waste of non-toxic chemicals and re-agents in the form of liquids are usually channelled out safely without any harm to the bio diversity.
- The gaseous wastes in the form of fumes are expelled through fume hoods installed in chemistry labs.
- These fume hoods are useful for the outlet of poisonous and hot gases while using for various reactions and preparations. Fume hoods can help reduce the exposure to hazardous or toxic fumes, vapours or dusts.

File Description	Document
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>
Geotagged photographs of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.4 Water conservation facilities available in the Institution:**

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

**Response:** B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Link for any additional information	<a href="#">View Document</a>

**7.1.5 Green campus initiatives include:**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

**Response:** Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	<a href="#">View Document</a>
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**

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

**Response:** A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.7 The Institution has disabled-friendly, barrier free environment**

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

**Response:** A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>



**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

VSM COLLEGE is usually a leader in promoting diverse behaviour, eliminating stereotypes, improving self-esteem, encouraging students to have a voice and demanding education. The cornerstones of VSM COLLEGE's primary and academic vision are inclusiveness, integration, equity, and harmony. The positive affirmation policies such as giving priority to minorities, girls, students with differing capabilities during the admission process promote the inclusive environment.

The demographic indications of student diversity show that girls' and socially disadvantaged students are increasing across a five-year period as evidence of successful implementation of this policy. Early after entry, the student profiles are compiled to clearly map their socioeconomic, regional, and cultural diversities and characteristics, to adequately evolved strategies for addressing various student requirements and to determine a coherent, inclusive and integrated learning environment conducive to their integrated development.

In addition to academic guidance for its holistic development, Mentoring and private counselling services ensure students receive socio-psychological guidance. The Ethical Policy and the Equal Opportunities, Human Design and Justice mechanism are clearly defined, monitored and implemented, regardless of background, gender, cultural, socioeconomic and status, and ensure equal opportunity for all students and staff to develop themselves and their personal lives.

In addition to psychological, academic and other career development advice, SC/ST/OBC cell provides guidance on government Scholarships. Leadership opportunities for various academic, cultural, events, celebrations, where students are close to their special interests and abilities, transcending class and caste barriers, are provided by co-workers' learning environment as a group.

The Fresher's Day, Annual Day, etc, cultural programming enables students to perform various dancing forms that reflect India's rich kaleidoscopic diversity. In addition to civic commitment initiatives, street plays on national integration, gender sensitisation, etc., build social solidarity where students are inspired by universal affection.

Additional communication and soft skills are offered in conjunction with curriculum to ensure effective communication between students of different backgrounds. Grievance Redressal cell and empowerment of women cell aim to ensure social protection, tolerance and harmony, to reduce vulnerability, to build human capital, to empower women and girls, to promote cultural and regional inclusion.

Industrial visits expose students to sensitive challenges and also make students from various backgrounds adjust for each other so as to make the organisation tolerant and harmonious. Eminent personalities are invited to emphasise the importance of tolerance to cultural, regional, linguistic, communal socioeconomic and other diversities at national festivals and in other events of the institution. Our institution's NSS and NCC activities mitigate and advance socio-economic diversity towards a tolerant and harmonious life.

The Committee on Cultural and Literary Affairs organises plays, skits, competitions and invited lectures,

educates students and senses them about their social responsibilities as well as the implications of their activities. The Institute offers merit scholarships to help students in their competitive exams and carries out skills and general knowledge courses. The Central Library provides books for students of the SC/ST community from the Book Bank, supplied by the social welfare department to uplift the SC/ST students.

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### **7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

#### **Response:**

The Indian Constitution is governed, regardless from the caste, religion and race, by many languages, subcultures, religions and ethnic diversity. V S M College sensibly sensitises students and employees to constitutional responsibilities in relation to citizenship, rights, duties and responsibilities which allow them to be re-oriented. The vision of the Institute is "to develop integrated workforce with the right attitude and know how, which needs to live in honesty and help social development and the wellbeing of society" . These components fall within the Code of Conduct of the college community.

The Institute hopes for the flag at national festivals and is inviting distinguished people, by educating people about freedom fighters, to encourage students and employees. Students will be influenced by various cultures, customs, values, tasks and duties programmes which enable them to participate in competitions from different disciplines. The growth of the individuals' intellectual, emotional, physical, and spiritual personalities is a rich heritage and symbol of all social diseases of our composite society. As an initiative, the Institute conducts yoga classes. The College has drawn up a variety of policies which are key values. Students and staff are willing to comply with the Code of Conduct and all can abide by the guidelines.

The curriculum includes mandatory courses such as professional ethics and human values, as well as guest lectures on the Indian Constitution in order to instil constitutional obligations among students. This includes the dignity of human beings and the guest lectures, Guest seminars on ethics, principles, roles and obligations and conservation climate are planned by well-known celebrities. CI is invited, in a coordinated 'traffic rules and regulations awareness programme' at the Institute, to advise students on road safety and stress their responsibility for the following laws. Among the issues covered by the lectures, discussions during communication seminars are ethical principles, rights, roles and obligations of individuals. The activities of NSS and NCC in our organisation, including time for the state, local and national governments, festive organisations, and disaster relief for the victims, are closely related to philanthropic programmes.

The Institute carried out different awareness-raising programmes and demonstrations with students to

prohibit plastics, purity, Swachh Bharat, etc. Our college met with the local police and the Anti-Ragging Committee to raise awareness of the roles and obligations of students and the impact of ragging. Through participation in civic engagement activities such as Voter Awareness Programs, assisting PWD voters, facilitating electoral procedure, etc, students become aware of the citizenship roles and responsibilities.

File Description	Document
• Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View Document</a>

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

**Response:** A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

VSM College aims to inculcate patriotism in the students by celebrating the national festivals in the college campus. The rich and vibrant festivals of India are a testament to our diverse tradition and culture. Along with traditional culture of India, the institute is aiming to develop the students in national tradition i.e. patriotism in the students by celebrating national festivals in the college .Every year the college celebrates the national festivals like Independence Day, Republic Day and Gandhi Jayanthi in the campus.

To motivate the students in these aspects we conduct essay writing competitions, debates and paper presentation etc. to develop the love and respect towards the nation. Mahatma Gandhi's Jayanti is celebrated in the campus to commemorate the birth anniversary of the father of the nation. Every year, this

auspicious occasion is celebrated with enthusiasm and zeal. Along with fun and exuberance and a variety of celebrations, the students' qualities of simplicity, sensitivity and creativity are highlighted by the organization of these types of ceremonies in college.

Every Year college is celebrating Independence Day to show that there is always a way out to win when all the doors are closed. It is celebrated to remember the history and respecting the people who sacrificed their lives for the country. Republic Day is celebrated show how the country became truly a sovereign state. Along with the celebration of national festivals the institution is also celebrating the birth and death anniversaries of great Indian leaders who fought for the country and render their services for the country.

Gandhi Jayanthi and Vardanthi is celebrated in the campus every year to show how the non-violence and peace can be maintained and achieved through an individual by showing Gandhi as an example. Swami Vivekanada birth day is celebrated to show how Indian nationalism is grown by him and his love for his mother land. He is the source for the youth to show how to respect women, parents and how to maintain brave courage and fearless attitude. .Dr.A.P.J.Abdul Kalam birth and death anniversaries is celebrated to develop the value of education in the youth who are the future of country. His view of knowledge is to share and to develop the young minds in better way. Mother Theresa birthday is celebrated to develop the love and serve the human kind concept in the students. With the aim of serving the need we are celebrating Mother Teresa birthday as a part of it .Abul Kalam Azad birth day is celebrated as the Educational Day to promote the value of education system in the students. Sri Sarvepalli Radha Krishnan birthday is celebrated as teachers day in campus every year to inculcate the ethical and moral values in the students.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 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:**

**Best Practice: 1**

**Title: Online-MID Examinations**

**The Context:**

One of the major components of the education system is examinations. The education process in any discipline of learning ends with examinations. The entire effort put in by the teachers on teaching and the student on learning is centered on getting good results in examinations.

Several institutions have introduced innovative practices to improve the quality and efficiency in the various processes of their examination systems especially in the conduct, administration and evaluation. Technology and artificial intelligence provided so many features to lead life in a comfortable way. In this connection, the Examination Cell of the institute has introduced online Mid Examinations for Internal Assessment.

### **Objectives:**

To bring uniformity, transparency, accuracy and speed in conducting and awarding the internal Mid Examination marks of the main courses offered in all the programmes of the college.

### **The Practice:**

The institute has selected CONDUCTEXAM WEB BASED SOFTWARE APPLICATION for conducting online Mid examinations. Every second Mid examination of the each semester has been conducting in online mode. All the degree students have taken their II Mid examination through this Web Application in 2019-2020 academic year. It has been decided to conduct one of the two MID-exams online from this academic year.

The examination is conducted for 30 minutes time for answering 30 questions. The unit wise objective type question banks in each subject in a specific format are invited from all the concerned departments. These questions are uploaded by using CONDUCTEXAM WORD PROCESSOR PLUGIN which was installed in the computer system. Later on, time slots are given to a batch of students for every exam according to our timetable. The question papers are randomly generated from the question bank. No two students get the same question paper. Even if a question is same in two different papers, the sequence of four answers will be differed. Though the students get different examination papers, the difficulty level of all question papers is approximately the same. Students can attempt this exam through the mobile app also. As soon as the students submitted the exam, evaluation is completed and the Examination Cell immediately sends the reports to the concerned departments. If any student does not have an android mobile or computer, the college will give them a desktop computer or Laptop and conduct the online MID-exam.

### **Evidence of Success:**

This practice became a Green method as no paper is used. Students also felt happy about the transparency, unbiased valuation and requirement of less time in the announcement of results. They accustomed to write competitive examinations after attempting this mode of examinations.

### **Obstacles faced if any and strategies adopted to overcome them:**

As the system is new and unique, the system administrators at the college are to be trained regarding installation of online-examination software, trouble shooting and maintenance of database. As the Examinations are time-critical in nature, to meet the on-line examination software requirements from time to time, to handle the queries of students-end, an exclusive software maintenance centre with two system administrators has been set up at the examination branch of the college.

### **Resources Required:**

a) Every student may have either an android mobile or a computer.

b) 2 Trained system Administrators.

## **Best Practice 2:**

### **Title: Campus Recruitment Training & Placements**

#### **Goals:**

- To persuade students to have solid technical knowledge in their field of study.
- To enhance the programming/technical skills of students
- To teach students how to respond to aptitude tests in a timely manner.
- To assist students in improving their language and communication skills.
- To prepare students for various stages of the selection process, such as group discussions and one-on-one interviews
- Soft skills training will be used to help students gain confidence.
- To groom the students to the corporate level
- To ensure that all qualified students are employed by the end of their final year of study.

#### **Context:**

In the last ten years, the country, particularly Andhra Pradesh, has seen a massive shift toward general education, and this trend has not abated. One of the primary reasons for this preference is the lucrative pay packages that the IT and other corporate sectors have been able to offer to recent graduates. If an institution is to gain a reputation, it must be unique and elite in terms of academics and training provided to students in order for them to graduate successfully with a job offer in hand. In this context, it has become critical for a reputable institution such as ours to ensure that its primary stakeholders are satisfied with respect to their expectations.

Our Management, not new to this aspect of success, has had a strong emphasis on preparing students for campus placement for many years. A placement has been made, and an experienced Placement Officer is in charge. Since then, the college's placement process has progressed toward successful student placement.

#### **The Practice:**

The placement officer is in charge of on-campus recruiting. The placement officer is assisted by a team of placement coordinators drawn from each department, consisting of one faculty member and two student members. This team plans and coordinates placement training activities.

Final-year students have the option of pursuing a campus placement, in addition to continuing their education or pursuing a career as an entrepreneur. The student's choice is writtenly approved by the parent or guardian. This career path directs the student toward his or her future. Intensive placement training is only available to those who have chosen campus recruitment. It is worth noting that all students, regardless of their options, must complete the common training programmes until the third year (for Degree Students). This approach to training programmes ensures that all students are prepared for employment to some extent. The timetable includes the times allotted for these sessions, which are 3.30 p.m. to 4.30 p.m. every day. A systematic and scientific approach to effective student training for campus recruitment has been developed. To boost the training provided by the college's faculty, renowned individuals are brought in to help students improve their skills.

On-line placement tests are given to students on a regular basis in order to improve their aptitude, mental ability, and reasoning skills. As part of the grooming process, the college emphasizes student dress code. Students must strictly adhere to the dress code- On all college occasions, and especially during campus recruitment, students must wear the college blazer.

Non-IT sector companies – the companies / industries that recruit students by course – are included in campus placement. The placement cell makes every effort to place students in core companies, and if companies do not come to Ramachandrapuram, students are taken to campus interviews in the East Godavari District.

#### **Evidence of Success:**

All of the college's efforts have paid off, and the college has a notable placement record.

#### **Resources Required:**

- Top recruiting firms that come to campus for campus selection have a high demand for Day 1 and this demand is difficult to meet.
- Companies that offer dream packages have a zero-day advantage over other companies when it comes to campus recruitment.
- Although some companies are willing to offer week-end internships lasting two or three months, students are unable to take advantage of such opportunities due to tight academic schedules, financial constraints on the part of the students, unviable commuting distances, and so on.
- Personnel with expertise in aptitude tests and soft skill development can be hired on a permanent basis to provide students with ongoing training.

<b>File Description</b>	<b>Document</b>
Best practices in the Institutional web site	<a href="#">View Document</a>

### **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:**

**VSM COLLEGE** autonomous Ramachandrapuram was established in the year 1966 with the vision of empowering students coming from a very diverse social background. The college ensures to impart quality education to all of its students not only through enhancing their intellectual ability but also by nurturing their talents. The college shapes the learners into better citizen enriched with self confidence, perseverance, patriotism and humanity. Our ambition is to empower our future generation of students with authority and leadership. This is well demonstrated by the success of our alumni in the field of their choice.

VSM has the motive to improve the standards of the college academically, culturally and also in various aspects. The Institution was given CPE (colleges potential for excellence) status in 10th Plan by UGC is the only institution which got CPE status among Aided Institutions in East Godavari District. The Institution got 93th Rank in 2017 announced by NIRF. The institution wants their students and staff to be successful in their life.

This institution was established to cater to the finest need of the hour with the vision to actualize the dreams of Founder's to educate & empower the youths to contribute in nation-building. To impart education to the youth and to produce graduates with good attributes towards society to fit into the current job scenario is our motto. Our aim is to train the students to become quality executive with high standards of professionalism and morality and all round development.

The institution emerged as the Center of Academic Excellence, creating and disseminating knowledge and providing students with a unique learning experience in Arts, Commerce and Science, in the light of the College's vision and providing students with an environment for all-round development that will support them in their successful careers and contribute to the improvement of society.

The Institute shall promote research and development for faculty and students. Some projects have been identified and the college is sponsoring them to encourage their enthusiasm for research. Students often come up with innovative start-up ideas that are financed by management. Our college handles 10 UG and 7 PG courses out of these 2 Professional courses, i.e. MBA, MCA. In 2018-19, the college introduced new courses such as BBA, B.Sc ( Aqua Culture) Course. In 2019-20 our college has introduced new computer course BCA.

The institution organizes a various activities to enhance the personality of students. Students are trained to improve their employability skills by providing technical training, soft skills, group discussion and fitness classes, etc. To make the student better prepared to successfully face the current job market. The college conducting Guest Lecturers, Student seminars, Group discussions, Quizzes, Discussions Problem solving, Students Projects, Research environment, Library facility ,Home assignments, Remedial coaching, Revision of practical, CRT, Industrial Tours, Sports, Gym, NCC, NSS .

The mentoring system is one of the practices that the college is following in that there is a mentor who takes care of the different issues related to the students. Psychologically, academically and in various ways, students are monitored by a mentor.

Our students have received Prathibha awards from the Government of Andhra Pradesh in recognition of their talents in their examinations. (The Government introduced the Prathibha Awards scheme to meritorious students in the state of Andhra Pradesh. The A.P. Govt. to give Prathibha Awards to students who have obtained Highest Marks in their concluded course of Diploma examinations or PG or Graduation of B.A., B.Sc (Mathematics & Physical Sciences), B.Sc (Life Sciences) and B.Com (Gemneral& Computer Applications) in District and Category Wise.

College shall be used to maintain quality in order to meet the standards of the needs of society. Students who interest to pursue higher education are given free coaching for entrance examinations and competitive examinations.

The majority of students has emerged as high-level professionals and are pursuing a successful career in various MNCs and corporate organizations. Many of our students have qualified for competitive exams and are working in the Govt. Organizations. Many of the students have been qualified for entrance



examinations and are pursuing higher education in premier institutions. Some students have become entrepreneurs and set up their own companies.

The Students and faculty members participate in following extension activities are: NCC, National Service Scheme (NSS): Blood donation camp, health awareness program for villagers, sessions on road safety and disaster management etc.

Eco friendly campus is the major practice that the institution is following to protect the environment. Paperless office, pollution free zone, pedestrian roads, reduction of waste, rainwater harvesting etc are our other practices. Students who receive a balanced curriculum and possess the knowledge, skill and abilities to transfer and connect ideas and concepts across disciplines will be successful as measured by the indicators of the student success. Our Institution goal in next 5 years is to become a Deemed to be University.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

VSM College is one of the best performing Autonomous higher educational institution under Adikavi Nannaya University. Since its inception in 1966, the College has majestically achieved substantial success in meeting its Vision & Mission. The College is an ideal place for all round development of students. We focus on quality education and enrichment of young minds from rural masses with curricular, co-curricular and extra-curricular activities. Duly realizing the absolute necessity of providing class education, the College took it upon itself the need based endeavor of making education accessible to the needy and the deserving. The Institution has always focused on up gradation of IT infrastructure by imbibing the growing trends in teaching methodologies that transformed the wi-fi campus into all round learning space. Constant feedback from students is taken to customize their learning experience paving way for weak student support and their equalization. With a significant step through integrating of e-learning system with faculty's scientific knowledge and pedagogy VSM College is very successful in bringing out a change in quality of learning and education.

The College ushered in an era of imparting professional as well as non-professional education through autonomous academic programmes in tune with the needs of the industry delivered by competent staff in their respective fields. The fertile landmass has been turned into an artistically carved out landscape that creates the right aura and decor of Academia. Modern hostels cater to the need of cozy, comfortable and spacious accommodation for the students. The college has contributed for innovations in sciences and management through research and addressed various issues of the industry through its approved R & D centre contributing actively to contemporary research. The dynamic and qualified students have found fruitful placement in reputed organizations. The Institution is constantly endeavoring to strengthen and improve the learning outcomes and employability of graduates. In a nutshell, it is sheer grandeur, blended with aesthetic sophistication that make VSM College, a truly class Educational Institution with a touch of majesty in all its fields.

### Concluding Remarks :

The distinctive elements which make VSM College an ideal place for transformation with a difference are:

- VSM College has a history of being a zero- strike campus and is an exemplary place to discuss cross-cutting issues relevant to society and catering to needs of environment management, gender equity and sensitization with inclusive approach which inculcates social commitment in the students.
- The College has given a strong thrust to research and innovation.
- The college is proud of infrastructural facilities including Wi-Fi Campus, state of the art labs, digital-library, multi cuisine cafeteria, transport facility, auditorium and has separate hostels for boys and girls with ultramodern gymnasium.
- The total student strength is 2444 during 2020-21 and above 40% of the total account for girls students.
- Students of the college are cared for at a personal level and this has paved way for a warm relationship between students and teachers. Academic and personal mentoring/support is provided to all the students in the campus.
- Majority of students are benefited by guidance for competitive examinations and career counseling, vocational education and training offered by the institution.
- The governance and management of the institution are democratic, decentralized and the leadership is

participatory.

- VSM College is a “happening campus” providing the learning community with a wide range of co-curricular and extra-curricular activities.

The IQAC of the College is entrusted with the task of initiating and monitoring the quality enhancement strategies of the institution. The college is striving with sincere efforts to achieve the levels of excellence envisioned in the Vision and Mission of the college and following the guidelines of NAAC.

NAAC

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.2	<p><b>Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course system has been implemented (Data for the latest completed academic year).</b></p> <p><b>1.2.2.1. Number of Programmes in which CBCS / Elective course system implemented.</b>            Answer before DVV Verification : 17            Answer after DVV Verification: 17</p> <p>Remark : DVV has given the input as per cross checked with extended profile 1.1</p>																				
3.6.2	<p><b>Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government recognised bodies during last five years</b></p> <p><b>3.6.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : DVV has not consider certificate of appreciation shared by HEI.</p>	2019-20	2018-19	2017-18	2016-17	2015-16	1	1	0	0	0	2019-20	2018-19	2017-18	2016-17	2015-16	0	0	0	0	0
2019-20	2018-19	2017-18	2016-17	2015-16																	
1	1	0	0	0																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
0	0	0	0	0																	
5.3.3	<p><b>Average number of sports and cultural events / competitions organised by the institution per year</b></p> <p><b>5.3.3.1. Number of sports and cultural events / competitions organised by the institution year - wise during the last five years.</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>16</td> <td>13</td> <td>14</td> <td>12</td> <td>12</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>06</td> <td>04</td> <td>04</td> <td>02</td> <td>03</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	16	13	14	12	12	2019-20	2018-19	2017-18	2016-17	2015-16	06	04	04	02	03
2019-20	2018-19	2017-18	2016-17	2015-16																	
16	13	14	12	12																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
06	04	04	02	03																	
6.3.3	<b>Average number of professional development / administrative training Programmes organized</b>																				

by the institution for teaching and non-teaching staff during the last five years.

**6.3.3.1. Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2	0	0	1	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	1	0

**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

**6.3.4.1. Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
31	0	0	2	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
28	0	0	0	0

**6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropists during the last five years (not covered in Criterion III and V) (INR in Lakhs)**

**6.4.2.1. Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	102000	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

6.5.3	<p><b>Quality assurance initiatives of the institution include:</b></p> <ol style="list-style-type: none"> <li>1. <b>Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements</b></li> <li>2. <b>Collaborative quality initiatives with other institution(s)</b></li> <li>3. <b>Participation in NIRF</b></li> <li>4. <b>Any other quality audit recognized by state, national or international agencies (ISO Certification)</b></li> </ol> <p>Answer before DVV Verification : All of the above          Answer After DVV Verification: 3 of the above          Remark : DVV has not consider unsigned report shared by HEI.</p>
7.1.4	<p><b>Water conservation facilities available in the Institution:</b></p> <ol style="list-style-type: none"> <li>1. <b>Rain water harvesting</b></li> <li>2. <b>Borewell /Open well recharge</b></li> <li>3. <b>Construction of tanks and bunds</b></li> <li>4. <b>Waste water recycling</b></li> <li>5. <b>Maintenance of water bodies and distribution system in the campus</b></li> </ol> <p>Answer before DVV Verification : A. Any 4 or all of the above          Answer After DVV Verification: B. 3 of the above          Remark : DVV has considered B. 3 of the above as per shared report by HEI.</p>

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.2	<p><b>Number of departments offering academic programmes</b>            Answer before DVV Verification : 17            Answer after DVV Verification : 12</p>																				
2.2	<p><b>Number of outgoing / final year students year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="197 1675 986 1787"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>688</td> <td>801</td> <td>769</td> <td>719</td> <td>667</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="197 1868 986 1980"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>698</td> <td>801</td> <td>769</td> <td>719</td> <td>667</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	688	801	769	719	667	2019-20	2018-19	2017-18	2016-17	2015-16	698	801	769	719	667
2019-20	2018-19	2017-18	2016-17	2015-16																	
688	801	769	719	667																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
698	801	769	719	667																	
2.4	<p><b>Number of revaluation applications year-wise during last five years</b></p>																				

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
148	192	73	19	9

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
295	192	73	19	9

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
881	784	692	684	621

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
529	456	405	403	380