Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE**
Name of the head of the Institution	**Maj. Dr. M. Venkatramanan**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04423635101**
Mobile no.	**9962812888**
Registered Email	**principal@dgvaishnavcollege.edu.in**
Alternate Email	**dgvciqac@gmail.com**
Address	**No.833, Gokul Bagh, E.V.R. Periyar Salai, Arumbakkam**
City/Town	**CHENNAI**
State/UT	**Tamil Nadu**
Pincode	**600106**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**25-Sep-2008**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. A. B. Sundaravadivelu**
Phone no/Alternate Phone no.	**04423635101**
Mobile no.	**9840908932**
Registered Email	**dgvciqac@gmail.com**
Alternate Email	**iqac@dgvaishnavcollege.edu.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.dgvaishnavcollege.edu.in/dgvc_new/uploads/iqac/AQAR-15-16.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.dgvaishnavcollege.edu.in/dgvc_new/pdf/calendar/Calendar%202016%202017.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity Period From	Validity Period To
2	**A**	**3.57**	**2013**	**12-Jan-2013**	**11-Jan-2018**
1	**A**	**3.02**	**2005**	**28-Feb-2005**	**27-Feb-2010**

6. Date of Establishment of IQAC

15-Jul-2005

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
One-day workshop on Social Science and Research Methodology	09-Jul-2016 1	55
Academic audit	18-Mar-2017 1	36
Faculty Development Programme	05-Oct-2016 1	75
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	CPE	UGC	2016 1827	13500000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

The IQAC of the college is a dynamic system that has always ensured quality changes by development and application of various quality benchmarks for various academic and administrative activities of the institution. The IQAC of the college is always determined to develop a system highly consistent to improve the academic and administrative performance of the institution. Every plan formulated during the beginning of the academic year is achieved by the end of year showing the true quality and consistency of the cell. Organised methodology of documentation and internal communication has led to optimization and integration

of academic, administrative and financial tasks increasing the progression of the institution. The relevance and quality of academic and research programmes organized always ensures efficient and progressive performance.

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

Plan of Action	Achivements/Outcomes
Planned to facilitate all the departments with LED projector and wall straddling LED projector in final year classrooms.	Initiatives were taken and few departments were upgraded with LED projectors
Process of online admission	On Successful accomplishment of online admission to evening college, the process extended to day college was implemented successfully
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
IQAC	30-Jan-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	2017

Date of Submission	07-Apr-2017

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Using latest technological updates and innovations to ensure the smooth running of the various departments, both teaching and administration, forms the core of the institution's guiding paradigms. The college believes that technology enabled teaching and administration has immense potential to enhance quality, reduce human hours and

to create new benchmarks in excellence. The institution has a dedicated budget for updating existing technology and introducing new technology with a view to facilitate overall improvement and progress. The institution also has a committed team of employees who assist and aid in implementing new systems and troubleshooting. When it comes to teaching, the members of the faculty are constantly encouraged to update their knowledge and teaching methodologies through online and electronic sources. Teaching staff also provide elearning resources to students. Many of the classrooms which are equipped with projectors and LCD screens provide ample scope for teachers to innovate and incorporate electronic material in their lesson plans. The library houses a large amount of elearning and online material for students, researchers and staff to access. The college library subscribes to numerous online databases and journals which can aid the faculty and students in their research. Each department is equipped with a dedicated computer with high speed WiFi connection which is available on campus. Apart from this, many departments have smart classrooms and laptops. The results of the Semester Examinations are published in the college website by the Office of the Controller of Examinations which the students can easily access. On the day of the each exam, the students are sent messages regarding their allocated room and seat number. Students attendance records have been fully digitized. The staff update the attendance online at the end of each day and the cumulative attendance percentage can be generated by the system at the end of the semester. This system effectively reduces the work of the teaching staff and also guarantees zero error.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BCom	18	Corporate	16/04/2016

		Secretaryship	
BSc	13	Plant Biology & Plant Biotechnology	16/04/2016
BSc	10	Chemistry	16/04/2016
BSc	14	Visual Communication	16/04/2016
MSc	23	Chemistry	16/04/2016
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BBA	Business Administration	16/06/2016
MBA	Business Administration	16/06/2016
BSc	Visual Communication	16/06/2016
MSc	Applied Microbiology	16/06/2016

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes

Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The institution is in constant pursuit of excellence in both curricular and co-curricular aspects of education. True to its vision of imparting value based quality education, the college ensures that an assessment of the requirements of the stake holders, students, institution, industry, parents and teachers is carried out before revamping, revising, or introduction of new courses. This is made possible through a feedback mechanism wherein, the views of the stakeholders are collected and analysed. The feedback includes views on infrastructure, academics, assessment and governance. The feedback collected by the respective departments are reviewed at various levels, among the members of the departments along with the heads of the department and then it is presented for consideration and a plan of action is devised to address the queries and issues raised through the feedback. The suggestions and recommendations are then further deliberated upon at the academic council and the governing body meetings. The departments based on the feedback from the stakeholders try to make necessary changes in the curriculum. The feedback also enables the institution to provide a better infrastructure, establish laboratories with state of the art equipments and cutting edge technology in all disciplines in keeping with the ever changing trends in education. The feedback has played a pivotal role in enhancing the standards of excellence and ensuring quality sustenance.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
[View File](#)				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	6465	864	80	40	176

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used

296	236	127	15	9	4

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college offers student centred Career Leaning Courses in Curriculum and were rephrased by the respective Departments with the help of external subject experts and industrial entrants. Educational needs of the students are identified by the insightful teachers being aware with their socio-economic background. Good teaching learning has intended at transmission of knowledge, imparting skills and formation of attitudes, values and behaviour. Better interaction of students in the classrooms and laboratories has helped the students to understand and analyse. Invited talks by experts from the industry and academia nurtures the inquisitiveness of the students and enhance his creativity. Research interest of the students is inculcated through challenging assignments and projects. Regular placement training sessions, Personality development programmes, Mock Interviews were steered to familiarise the students with interviews. Departments arrange in-plant training, internship programmes and industrial visits regularly to the students for practical exposure. The MOUs have been signed with leading industries which has bridged the gap in the curriculum by value added add on courses. Our college has always been a pioneer in transporting new technologies to classrooms. ICT tools to enhance teaching learning process. Library Advisory Committee ensures periodical review and proposes new books, e journals. Computers with internet facility to enhance the Research thrust. We habituated 'e-readers' with hundreds of books in digital form. Both active and reluctant readers have had positive responses to the use of 'e-readers' for independent reading CCTVs are installed at crucial spots in the campus. The management has a fully pledged team to maintain the infrastructure facilities and equipment's. They ensure finest allocation and utilization of the offered pecuniary resources for maintenance. Student's learning monitoring is done through assignments, test and quizzes and these components are linked with internal assessment of students which becomes the part of grade at the end of semester. Exam committee will design and scrutinize the questions to test the understanding, applicability and thinking ability of the student. Active Student councils also help to maintain a transparent relationship between the students and Faculty members. Organizational commitment and HRM Practices shaped the institution and added

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
7329	296	19

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
296	280	0	16	105

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination

No Data Entered/Not Applicable !!!

[View File](#)

2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
630	15678	4

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://www.dgvaishnavcollege.edu.in/dgvc_new/uploads/iqac/Outcome%20Based%20Education.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

Not Applicable

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				

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3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				

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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies

during the years

2

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		
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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	01/06/2016
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Economics	2
Commerce	5

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
View File	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
0	Published	0	01/01/2016
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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as	Number of citations

				mentioned in the publication	excluding self citation
No Data Entered/Not Applicable !!!					
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3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
View File						

3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
NIL	NIL	NIL	0
No file uploaded.			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
NIL	NIL	NIL	0	0
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3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
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3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	01/06/2016	31/05/2017	0
View File					

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
38798397	42678236

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
AUTOLIB	Fully	5.1	2005

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Geetha Ganga	African and Caribbean writing in English	e-PG- Pathshala	16/06/2016
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4.3 – IT Infrastructure

 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	575	10	1	1	1	10	23	50	5
Added	35	0	0	0	0	10	0	0	0
Total	610	10	1	1	1	20	23	50	5

 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	http://www.dgvaishnavcollege.edu.in/dgvc_new/

4.4 – Maintenance of Campus Infrastructure

 4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
1293047	1104123	10330966	9391788

 4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

> The maintenance committee is headed by a maintenance manager who in turn monitors the work of the Supervisor at the next level. The Supervisor is accountable to the manager and functions as the coordinator who efficiently organizes the workforce, maintaining duty files containing details about their individual floor wise responsibilities, timings, leave etc. Adequate in house staff is employed to meticulously maintain hygiene, cleanliness and

infrastructure on the campus so as to provide a congenial learning environment. Classrooms, Staffrooms, Seminar halls and Laboratories, etc are cleaned and maintained regularly by Non teaching staff assigned for each floor. Wash rooms and rest rooms are well maintained. Dustbins are placed in every floor. The Green Cover of the campus is well maintained by a full time gardener. Laboratory Record of maintenance account is maintained by lab technicians and supervised by HODs of the concerned departments. Other measures to maintain laboratories are as follows: • The calibration, repairing and maintenance of sophisticated lab equipments are done by the technicians of related owner enterprises. • The microscopes used for biological and geological experiments are annually cleaned and maintained by the concerned departments and record of maintenance is maintained by lab technicians and supervised by HODs of the concerned departments. • There is systematic disposal of waste of all types such as biodegradable chemical/chemical and ewaste. Library The requirement and list of books is taken from the concerned departments and HoDs are involved in the process. The finalized list of required books is duly approved and signed by the Principal. • The Library has special facility for visually challenged students by setting up two special computers for them. • 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. • To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. • The proper account of visitors (students and staff) on daily basis is maintained. • Other issues such as weeding out of old titles, schedule of issue/ return of books etc are chalked out / resolved by the library committee • Pest control of library books and records is done every year by the maintenance department. Sports: Regarding the maintenance of indoor Badminton/ Volly Ball court / TT Courts /Gym on the college sports in charge consult coaches. In their guidance accommodates are arranged. Health Centre: The health center of the college is in association with Apollo Shine which is governed by the Medical officer. The Doctor is supported by a pharmacist and a nurse. The nurse is assisted by nursing assistants. The health center has three beds and has enough space to cater the needs of the patients and it is utilized by staff and students. Others: • Lab assistants under the supervision of the System administrator maintain the efficiency of the college computers and accessories. • Parking facility is well organized. It is efficiently maintained by annually renewed contract employees.

http://www.dgvaishnavcollege.edu.in/dgvc_new/uploads/iqac/Institutional%20Procedures%20and%20Policies.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2016	NIL	0	0	0	0

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
8	8	5

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college recognizes the importance of student leaders who represent the interests of the students of the college in various spheres of activities. The student representatives, who are nominated by the various departments, are groomed in leadership roles by taking on important responsibilities and acting as a bridge between students and the administration. At the end of their tenure these student representatives become confident individuals and good leaders who go on to become successful professionals. The college has not one but many small groups of student representatives that work for the students, organising programmes and events that benefit the students apart from giving voice to their concerns. The members of the students groups organize cultural, academic and socially relevant programmes that are aimed at providing platforms for the students to exhibit their talents and express their views and opinions. Socially relevant programmes such as awareness campaigns help students realise the need to reach out to others. The members of the vibrant student groupslearn to work in a team, put their minds together, multitask, interact with people within and outside the college, develop numerous skills such as the ability to convince, listen and make decisions.It has always been a rich learning experience for the members of the students groups.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Not applicable

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution firmly believes in delegating authority, assigning roles and responsibilities to be inclusive and fair in its approach to governance, decision and conduct of the activities ranging from admission to examinations. Alongside the statutory bodies , academic Council and governing body wherein adequate representation through the participation of the respective heads of the departments and nominated members of the academic Council in the academic matters. In matters pertaining to the conduct of CIA, system of decentralization has been introduced. It is believed to provide flexibility and ease to the smooth conduct of the assessment process. The Respective departments schedule the examinations and conduct the same. Senior teaching staffs are allocated important task such as admission and the conduct of semester examinations. This ensures that the senior faculty members, with their experience and expertise, participate in the process of governance and

management. These tasks are assigned to one or more senior staff ably assisted by other faculty members to be completely in charge of admission or the conduct of semester examination for which the right support and resources are provided

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The institution is earnest in its effortsto ensure that the curriculum is relevant to the contemporary times, industry and society. Department meetings are held once in a month to review the developments and innovations in the diverse fields of arts, sciences and commerce. This paves the way for a relook at the curriculum. Regular upgradation of the course content of each program is ensured by conducting board of studies with industrial experts, academicians and alumni and the other stakeholders. Curriculum reforms are carried out with inputs from subject experts in consonance with what is advised by industrial experts and stakeholders.In the case of any specific need to modify the course content an adhoc Board of studies meeting would be held.
Research and Development	Apart from the four research departments, research is beingcarried out across all disciplines by the faculty with adequate support from the management. The Library is well stocked and subscribesnumerous research journals and reference books.Faculty are encouraged to attend seminars /conferences and to present research papers. Periodic workshop on research methodology has been conducted for the purpose of knowledge dissemination. The college has produced 7 Ph.Ds., during the academic year. Faculty are also encouraged to take-up research projects funded by various agencies like Department of Science and Technology etc., and register for research programmes(Ph.D.)
Industry Interaction / Collaboration	Departments have been in constant interaction with the industries by taking advice from experts in curriculum design. Experts are invited for talks on current developments in various disciplines. A few departments

		have entered into memorandum of understanding to conduct internship and guest lectures. Industrial visits have been carried out by various departments to give students hands on training about the happenings in the industries.
	Teaching and Learning	The policy of the institution is to engage only qualified and efficient teachers. The composition of the classroom is highly heterogeneous. Majority of the aided students are first generation learners to help them understand the class better, faculty are bilingual in the classrooms. Each class is assigned to a teacher, who is also the mentor. This has helped students to articulate difficulties related to both academics and personal. Chalk and talk is the main mode of instruction and the post graduate classes make use of power point presentation mode.
	Library, ICT and Physical Infrastructure / Instrumentation	Our college has always been a pioneer in bringing up new technologies to classrooms. We have understood that Information and communications technology (ICT) can create an impact in students learning process. We introduced many ICT tools to enhance teaching learning process. We introduced 'e-readers' that can hold hundreds of books in digital form. Both active and reluctant readers have had positive responses to the use of 'e-readers' for independent reading. In the same academic year we also introduced 'classmarker' which helped us to connect with students easily. This online testing provides the best quiz maker tool for teachers. It helped us to conduct online tests and this time saving tool helped us to organise our programs effectively. We also introduced socrative and online quiz programme, unlike others this particular site helps teachers to track of student's progress. The college library has subscribed to EBSCO/ENLIST databases.
	Human Resource Management	Appointment of faculty is in compliance with UGC norms and is based on merit. Freshers are encouraged to attend orientation programs and others are encouraged to participate in faculty development programs conducted by other universities or institutions or in house. Faculty are encouraged to

	qualify themselves in research leading to PhD. Adequate support is given to them to update themselves with the recent developments and changes in their discipline. Women employees are granted maternity leave with salary. Medical leave is extended to employees for any kind of prolonged illness.
Examination and Evaluation	The college ever since it attained the autonomy status has made reforms in the curriculum design as well as evaluation process.The Continuous internal assessment hasthree componentsassignment/Seminar, Internal test and attendance. In order to instil a sense of responsibility and commitment the internal test is conducted in a scheduled manner for the entire institution and the weightage for internal components has been increased from 25 to 40 marks. Students with less than 75 attendance are not allowed to appear for the end semester examinations. Setting of question papersis carried out by externals and scrutinized by the concerned department heads. Answer scripts are evaluated by internal and external examiners. Students are allowed to apply for revaluation.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Student Admission and Support	The institution has moved the entire admission process to online. The institution also provides facility for the payment of examination fee online. ESE results are declared online and attendance of students was made available online.
Planning and Development	The integration of ICT in the process of governance, has facilitated dissemination of information and quick and effective communication and transparency. The admission process has been made online. This has resulted in the reduction of work hours, making it simple and effective. Any attempt at malpractice of any kind has been checked and controlled. The whole administrative process right from surveillance to recharge of information has been made convenient, efficient, transparent and fully accountable. The biometric system has served to minimize lapses among the work force. The students' progression right from the

time of their entry to that of their exit is electronically recorded and maintained. The online payment of fees has been effective in reducing the anxiety and stress of the parents. The overall performance record and the availability of information pertaining to the conduct of exams, publishing of results, events, activities and attendance has been considered by the stake holders to be a welcome initiative. This quick access to information has strengthened the interaction between the different players right from admin, students and the parents.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	NIL	NIL	01/06/2016	31/05/2017	0	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	0	1	10

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
UNITED INDIA INSURANCE	UNITED INDIA INSURANCE	UNITED INDIA INSURANCE

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Yes. The financial audits are done regularly and the report of the same is submitted to the management.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Vallabhacharya Vidya Sabha	8712877	Academics

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Professors from other colleges	No	
Administrative	No		No	

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The institution in its effort to cater to the needs of students from diverse background makes an earnest attempt to understand the requirements from the stake holders in the field of education. The parent –teacher meet is an exercise intended to build and sustain the trust which acts as a bedrock on which the success of any institution rests.Parent- teacher meetings are held on a regular bases by the various departments to promote this trustThe faculty meet each and every parent individually in order to discuss the student's academic performance, apart from addressing any of their needs and grievances pertaining to both academics and personal behavioural issues. The main aim of the meeting is to focus on the individual's capabilities and to work on them. This serves the purpose of serving as a link between the parents, students and the institution. The suggestions given by the parents are given due consideration for the enrichment of curriculum and other academic affairs.

6.5.3 – Development programmes for support staff (at least three)

The management and the principal of the institution make sure that appropriate measures are taken to ensure that positive and friendly relations based on mutual trust and self-respect prevails among the various tiers of the organisational structure. The support staff are treated with utmost sense of dignity and esteem. Apart from the welfare scheme that takes care of the financial concerns of the support staff. The college also organises programmes and events aimed at personality development and career growth. The admin staff were also given training in computing skills. A yoga camp was organised to ensure their physical and mental wellbeing. The principal, as the head of the

institution, takes keen interest in the quality enhancement and overall development of the admin staff by constantly encouraging them to equip themselves with skill sets that can speed up their career growth. Faculty of the college display a sense of camaraderie and togetherness assisting them in their efforts towards career advancement.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

The institution constantly strives towards quality enhancement and sustenance. The quality improvement strategies adopted post accreditation include providing a curriculum that meets the standards of excellence set for the institutions of higher learning, infrastructure that has the state of art equipment to further research. Seed money was provided for the research departments. The system of open counselling has been put into practice. This has ensured transparency in the admission process. In an effort to go beyond academics and offer opportunities to sportspersons to excel in their field the institution has earmarked funds and resources to enhance the sports facilities in the campus. Intensive coaching and financial support is extended to the students excelling in sports. The office of the controller of examinations has been completely renovated and refurbished. The latest of the technological advancements relating to software and hardwares have been procured to facilitate effective and smooth functioning of the office of the controller of examinations.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	One-day workshop on Social Science Research Methodology	19/07/2016	19/07/2016	19/07/2016	55
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Rally on gender equity We can voice for Women held inmarina beach	16/06/2016	16/06/2016	36	64
Debate on gender equity	16/06/2016	16/06/2016	6	9

Aan Pen natpu Saathiyama Asaathiyama					

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Total power consumed during the academic year : 6,67,040 units Power generated through solar power plant : 48,451 units Power generated through Diesel power plant : 20,410 units

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	15
Provision for lift	Yes	15
Rest Rooms	Yes	3
Scribes for examination	Yes	9
Ramp/Rails	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
College Hand Book (Calendar)	16/06/2016	As the vision of the institution suggests, the college is founded on the ideals of humanism, giving importance to liberal human values such as kindness, charity, tolerance, unity and peace. These values form the very foundations of how the institution approaches education and the larger goal of serving the society. Firmly believing that education is a transformative tool and an agent of change, the institution pursues its agenda of serving the society through

education, keeping in mind the concerns of most underprivileged and the marginalised. The institution's policy makers appreciate the fact that the college caters to a diverse student body in which students from every walk of life is a part. Every policy decision is therefore sensitive to the needs of the students who are from underprivileged backgrounds. The college has 'zero tolerance' towards prejudice or discrimination of any kind. Be it students or faculty, no one is treated differently on the basis of social status, caste, religion, gender or any other markers. The college promotes a congenial atmosphere which is free, fair and equal. The code of conduct for the students is published in the college handbook. The code clearly lists out a blueprint for students behaviour. The code of conduct was structured to instil in students a sense of discipline and to encourage them to follow humane values in their everyday life. The students also have avenues to complain if any transgressions are committed against them and the issue is redressed by a responsible group of faculty members. The college also promotes professional ethics of the highest standards so that the institution can function well. In matters pertaining to management, administration, teaching and support, utmost care

is taken to maintain professionalism so that the institution may run smoothly and achieve excellence. Well devised systems are in place to deal with every aspect of running an educational institution which is followed in letter and spirit by everyone, making it a concerted effort in professional management of the college. Teaching and administrative staff are oriented towards ethical way of thinking and behaving which leads to honesty, integrity and accountability.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Pongal celebrations	13/01/2017	13/01/2017	400
Martyrs day celebrations	31/01/2017	31/01/2017	400
Womens day celebrations	21/03/2017	21/03/2017	200
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The institution ensures that an eco friendly environment prevails inside the campus.The college has taken adequate measures to reduce its carbon footprint and contribute to a cleaner environment.The college has installed solar panels to generate electricityfor theboyshostel and library. The college has made use of sustainable energy resources.Use of bicycles and public transport is encouraged.Soil parameter is well within limits and supports a large amount of green cover.Tropical cyclone Vardah in December 2016 uprooted many of our trees in the campus.The college strives to restore the greenery.The college also volunteered tree plantation in nearby affected areas. Students energetically took part in the Swachch Bharat Abhiyan – the nation-wide cleanliness drive, under the able direction of the faculty.The college conducted awareness programmes and rallies on protecting and maintaining environment.College has declared the tobacco free zone to be implemented. Student volunteers participated in a beach clean-up drive organised by the US Consulate General in the city in partnership with the Indian Maritime Foundation.In order to ensure safe drinking water, the College has installed RO's in the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Sports candidates were given full scholarships to pursue their course of study. 2. Special sports complex was built to give them free boarding. 3. Free food and an additional allowance was granted for the candidates to buy nutritious and nonvegetarian food from outside. 4. Our institution represented

the Olympics. 5. Values embedded within Indian cultural ethos such as festivals, besides commemoration of important days (like Womens day, Teachers day, World Refugee day, Martyrs day, International Yoga day etc)declared by the UN were observed in the institution. 6. Thematic college day was conducted annually to sensitize faculty and students on important issues such as environment war and conflicts, trans gender etc. 7. Special programmes to inculcate cultural values were organized through Vaishnav Initiative for Excellence(VIE).

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.dgvaishnavcollege.edu.in/dgvc_new/uploads/iqac/Best%20Practices%202016%20-%202017.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

As per the institutional vision, to empower students with wisdom and to instill rich Indian tradition and culture, several programmes were organised for the students like Martyrs Day, International Yoga day etc, and provide them an opportunity to grow with selfconfidence and ensure them with holistic development and to broaden their vision towards nation building. The priority areas are identified every year and a thematic college day celebration is conducted annually to sensitize faculty and students on important issues such as environment, war and conflicts thereby the students are nurtured with human values, harmony and universal brotherhood. The thrust area is to impart quality education through meaningful understanding of academics, social justice and human values. The management endeavors to instill the spirit of tolerance, love and respect to fellow human beings in the minds of the young. True to its vision of imparting value-based quality education, the management and the faculty ensure that the holistic developments of the student are attained. The curriculum is designed to rouse their intellectual curiosity and sustain their interests in research in order to improvise and innovate, exploring the existing repository of knowledge. The co-curricular and extra-curricular activities are aimed at infusing in the youth, leadership skills, analytical thinking and logical reasoning. The cultural programs and events organized through the academic year aim at enabling students acquire qualities like self-confidence, self – esteem, humane outlook and empathy. The themes around which these activities are conducted and create an awareness among the students on issues and concerns that pose a threat to harmony and peace. Every attempt is made to enable students to emerge as socially responsible citizens upholding the principles of universal brotherhood and love. The spirit of nationalism thus instilled enables themes to transcend barriers and equips them to develop a just and liberal outlook towards people across nations by resolving the differences.

Provide the weblink of the institution
http://www.dgvaishnavcollege.edu.in/dgvc_new/uploads/iqac/Best%20Practices%202016%20-%202017.pdf

8.Future Plans of Actions for Next Academic Year

The institution has recorded a phenomenal success in its goal of emerging as a college with potential for excellence.The institution now as part of its course of action proposes to develop the infrastructure of the college on a massive scale with additional blocks providing adequate classrooms to accommodate the spiralling growth witnessed in terms of introduction of new courses and the rapid increase in student strength.Additional programmes to be started in the next

academic year.It is proposed to introduce complete automation of admission process and other services that include online payment of fees,and publishing of results. An initiative to introduce new and popular courses aimed at enhancing employability is in the pipeline. The institution also proposes to recruit eligible and qualified persons both in the aided and unaided streams. The institution also proposes to expand and construct additional block in the hostel complex to cater to the ever increasing number of students seeking hostel facilities in addition to the exclusive sports hostel complex that is to be constructed.