



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

VIJAYA COLLEGE

- Name of the Head of the institution **Prof. K S SHAILAJA**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **08026933221**
- Mobile No: **9449859010**
- Registered e-mail **iqac@vijayacollege.ac.in**
- Alternate e-mail **principal@vijayacollege.ac.in**
- Address **Vijaya College, R.V. Road,
Basavanagudi**
- City/Town **Bangalore**
- State/UT **Karnataka**
- Pin Code **560004**

2.Institutional status

- Type of Institution **Co-education**
- Location **Urban**
- Financial Status **Grants-in aid**

- Name of the Affiliating University **Bengaluru City University**
- Name of the IQAC Coordinator **Dr. K S Suresh**
- Phone No. **08026933221**
- Alternate phone No. **08026933220**
- Mobile **9945317926**
- IQAC e-mail address **iqac@vijayacollege.ac.in**
- Alternate e-mail address **sureshkalkunte@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://vijayacollege.ac.in/wp-content/uploads/2022/04/AQAR-2019-20-submitted-to-NAAC.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://vijayacollege.ac.in/wp-content/uploads/2021/05/Calendar-of-events-20-21.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	Nil	2004	16/09/2004	16/09/2009
Cycle 2	A	3.07	2010	28/03/2010	28/03/2015
Cycle 3	B	2.80	2016	17/03/2016	16/03/2021

6. Date of Establishment of IQAC

05/01/2005

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
College	CPE	UGC	2016-2021	1,20,00,000

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 5

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

- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

? Orientation programs held for students of all the streams of first year. ? Motivating teachers to adapt ICT in teaching as more class rooms are provided with built in LCD projectors ? Monitoring and facilitating different activities of the college as per the calendar of events ? Facilitating departments to organize seminars, conferences and workshops. ? The IQAC, through its activities, has been an agent of change in the institution ensuring efficient performance of academic and administrative tasks. ? Proposal submitted for start of new courses ? Preparation of NAAC SSR for reaccreditation

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

Plan of Action	Achievements/Outcomes
To go for NAAC reaccreditation process scheduled for 2020-21	As per schedule IIQA was submitted on 01/07/2021. SSR was submitted on 22/08/2021 to NAAC. SSS is completed. DVV clarifications provided. Institution is prequalified for NAAC assessment.. Preparing for peer team visit
Academic and administrative audit of different departments to be undertaken.	Two teams were formed to undertake the audit and it was successfully competed
To introduce add on courses during the academic year 2020-21.	Different departments have given the proposals to the management for the start of add on courses
To replenish first aid kits in the following departments - NSS, NCC, YRC, R&R, Chemistry, Office and sports.	It is being done.
To reconstitute all the committees. It was decided to continue with existing members for different committees with minor changes.	Same committees were continued for the academic year 2020-21
To prepare Academic calendar of events of the college as per the university calendar	This was done as per the university calendar of events
Maintenance of complete cleanliness of the college as a best practice	This is being done
To conduct National Science Day, National Youth Day and National Mathematics Day as college events.	This is being done regularly. Some disruptions did take place due to pandemic
To encourage the departments to conduct guest lectures and workshops more frequently.	These events were held online during this year
To conduct faculty development programmes on 1) Innovations in	This needs to be taken up during the next academic year

teaching methodology, 2) Effective mentoring, 3) Teaching learning methods for outcome based education, 4) Innovative teaching etc..	
Preparation of lab manuals by all departments	Most of the departments have generated lab manuals
Result analysis to be done by all the departments and measures to be taken for improvement	Results of the college was analysed by IQAC and given to all departments who have in turn analysed the results and taking necessary steps to improve the results further
Usage report of lab equipment by departments under CPE grants	Departments are encouraged to use the equipment as per requirement
To prepare a list of best online websites in respective subjects and to encourage students to use them	Respective departments are doing this
To prepare video lectures by faculty on various topics in each subject and to train faculty in this preparation	The process is on

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	VIJAYA COLLEGE
• Name of the Head of the institution	Prof. K S SHAILAJA
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08026933221
• Mobile No:	9449859010
• Registered e-mail	iqac@vijayacollege.ac.in
• Alternate e-mail	principal@vijayacollege.ac.in
• Address	Vijaya College, R.V. Road, Basavanagudi
• City/Town	Bangalore
• State/UT	Karnataka
• Pin Code	560004
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid
• Name of the Affiliating University	Bengaluru City University
• Name of the IQAC Coordinator	Dr. K S Suresh
• Phone No.	08026933221

• Alternate phone No.	08026933220						
• Mobile	9945317926						
• IQAC e-mail address	iqac@vijayacollege.ac.in						
• Alternate e-mail address	sureshkalkunte@gmail.com						
3.Website address (Web link of the AQAR (Previous Academic Year))	https://vijayacollege.ac.in/wp-content/uploads/2022/04/AQAR-2019-20-submitted-to-NAAC.pdf						
4.Whether Academic Calendar prepared during the year?	Yes						
• if yes, whether it is uploaded in the Institutional website Web link:	https://vijayacollege.ac.in/wp-content/uploads/2021/05/Calendar-of-events-20-21.pdf						
5.Accreditation Details							
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to		
Cycle 1	B++	Nil	2004	16/09/2004	16/09/2009		
Cycle 2	A	3.07	2010	28/03/2010	28/03/2015		
Cycle 3	B	2.80	2016	17/03/2016	16/03/2021		
6.Date of Establishment of IQAC			05/01/2005				
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,							
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount			
College	CPE	UGC	2016-2021	1,20,00,000			
8.Whether composition of IQAC as per latest NAAC guidelines			Yes				
• Upload latest notification of formation of IQAC			View File				

9.No. of IQAC meetings held during the year	5	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>? Orientation programs held for students of all the streams of first year. ? Motivating teachers to adapt ICT in teaching as more class rooms are provided with built in LCD projectors ? Monitoring and facilitating different activities of the college as per the calendar of events ? Facilitating departments to organize seminars, conferences and workshops. ? The IQAC, through its activities, has been an agent of change in the institution ensuring efficient performance of academic and administrative tasks. ? Proposal submitted for start of new courses ? Preparation of NAAC SSR for reaccreditation</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
To go for NAAC reaccreditation process scheduled for 2020-21	As per schedule IIQA was submitted on 01/07/2021. SSR was submitted on 22/08/2021 to NAAC. SSS is completed. DVV clarifications provided. Institution is prequalified for NAAC assessment.. Preparing for peer team visit
Academic and administrative audit of different departments to be undertaken.	Two teams were formed to undertake the audit and it was successfully completed
To introduce add on courses during the academic year 2020-21.	Different departments have given the proposals to the management for the start of add on courses
To replenish first aid kits in the following departments - NSS, NCC, YRC, R&R, Chemistry, Office and sports.	It is being done.
To reconstitute all the committees. It was decided to continue with existing members for different committees with minor changes.	Same committees were continued for the academic year 2020-21
To prepare Academic calendar of events of the college as per the university calendar	This was done as per the university calendar of events
Maintenance of complete cleanliness of the college as a best practice	This is being done
To conduct National Science Day, National Youth Day and National Mathematics Day as college events.	This is being done regularly. Some disruptions did take place due to pandemic
To encourage the departments to conduct guest lectures and workshops more frequently.	These events were held online during this year
To conduct faculty development	This needs to be taken up

programmes on 1) Innovations in teaching methodology, 2) Effective mentoring, 3) Teaching learning methods for outcome based education, 4) Innovative teaching etc..	during the next academic year
Preparation of lab manuals by all departments	Most of the departments have generated lab manuals
Result analysis to be done by all the departments and measures to be taken for improvement	Results of the college was analysed by IQAC and given to all departments who have in turn analysed the results and taking necessary steps to improve the results further
Usage report of lab equipment by departments under CPE grants	Departments are encouraged to use the equipment as per requirement
To prepare a list of best online websites in respective subjects and to encourage students to use them	Respective departments are doing this
To prepare video lectures by faculty on various topics in each subject and to train faculty in this preparation	The process is on
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	02/03/2022
15. Multidisciplinary / interdisciplinary	

16.Academic bank of credits (ABC):
17.Skill development:
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
20.Distance education/online education:

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	438
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	2286
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	640

File Description	Documents
Data Template	View File
2.3	927
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	106
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	101
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	44
Total number of Classrooms and Seminar halls	
4.2	44.48
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	236
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	

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

1. At the start of each academic session, IQAC prepares the calendar of events by taking into consideration the university calendar of events and the same is uploaded to college website. Students are informed of the calendar and are given time table which is also uploaded to the college website.
2. The college follows the curriculum provided by Bengaluru City University. Every department conducts meetings at the start of the semester to discuss distribution of syllabus and prepares the academic planner for each faculty. The HOD monitors the execution of plans as per the calendar.
3. For effective teaching in a classroom along with Chalk and Black board method, ICT-enabled teaching-learning methods are adopted. Scientific models and charts are used for effective lecture delivery.
4. Teachers provide study materials to students of their respective classes through e-mail, WhatsApp, uploading to college website, etc..
5. Discussions are held in the class about topics of study and students are encouraged to answer questions and ask questions. Group discussion amongst the students during the class are being held. Students are encouraged to give seminars.
6. Departments conduct guest lectures in specific fields related to their syllabus by eminent scientists for the students to know more about the topic and the latest research work done and their importance.
7. Field visits, Project work and educational tours are carried out by some departments. Student projects and dissertations are conducted for fulfilment of their degrees in some subjects as prescribed by the university.
8. One Unit test in each semester is conducted for all the students with the common time table for a period of six days. At the department level some departments conduct preparatory exams. Regular assessment in practical classes, viva-voce, are done to keep track of the improvement by continuous evaluation. Remedial and tutorial classes are also conducted based on requirement.
9. Departments maintain the detailed record of the classes, internal assessments, project reports etc. College administration also keeps a vigilant eye on the results.
10. Departments and individual teachers hold Interactive sessions with students and, sometimes with parents to

identify problems faced by students in learning process. Also, special care is taken to address the problems of slow learners, advanced learners and first-generation learners.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://vijayacollege.ac.in/academic-planner/

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

- Calendar of events are prepared at the start of every semester as and when the university provides the working days schedule and the term days
- Guest lectures, co - curricular activities and schedule of tests are announced in the calendar
- The calendar is adhered to with only small deviations whenever required either for accommodating the guest's convenience or for unforeseen circumstances.
- The calendar also mentions the dates of display of internal assessment marks of students on the website and corresponding corrections / grievances to be redressed.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	https://vijayacollege.ac.in/wp-content/uploads/2021/05/Calendar-of-events-20-21.pdf

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
13	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
01	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
56	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs	

during the year

56

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

1.3 - Curriculum Enrichment

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

Gender Issues

- Gender issues are highlighted through various invited lectures organized by the Women Empowerment Cell of the college.
- The Women Empowerment Cell of the college also deals with this issue by organizing gender sensitization programmes to both teachers and students.

Health and hygiene are highlighted through various invited lectures and interactions with acclaimed doctors.

Environmental Education

- 'Environment Science and Public Health' is a compulsory paper introduced by Bengaluru Central University at the UG level courses. Environment protection, pollution issues, disaster management, etc. are part of the curriculum.
- Every year the college invites resource persons during World Environment Day to sensitize students to issues related to Environment Conservation.
- A tree plantation programme is also conducted every year in the college.

Awareness about Rainwater harvesting in the neighbourhood of the college is created.

Human Values

- The university has introduced a compulsory paper on 'Indian Constitution and Human Rights' through which various forms

of human rights are made aware of.

- Value and ethical education are stressed as a need of the day on every occasion by many teachers during the regular course curriculum completion.
- Value Education is a compulsory paper introduced by Bangalore University.
- Value orientation is embedded into the system of education imparted in the college for students by arranging invited lectures, demonstrating the importance of ethical and moral values through various programs and by conducting soft skills and personality development programs.

Professional Ethics

- Professional ethics like that of IPR are introduced to students through various invited lectures.

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

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

05

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

1.3.3 - Number of students undertaking project work/field work/ internships**381**

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	E. None of the above
---	-----------------------------

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

1.4.2 - Feedback process of the Institution may be classified as follows

E. Feedback not collected

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1311

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

328

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

- The learning levels of students are assessed during the orientation programme, through the internal tests, assignments, and interactions during the regular classroom sessions.
- Bridge Courses are organized to the freshers in the UG departments of Physics, Chemistry, Mathematics, Botany, Zoology, Biotechnology, and Microbiology whenever such necessities were found.
- The advanced and slow learners are identified by the following strategies.
 - Marks secured at the II PUC examinations
 - Performance in assignments, problem solving skills, internal tests, practical sessions, interactions in the bridge course classes.
 - Projects and seminar presentations
 - Performance in the semester end university examinations.
- Strategies for enhancing performance of Slow learners and academically weak students are the following.
 - Periodic Counselling and guidance
 - Suggested to refer the previous year examination question papers and identify the frequently repeated questions
 - Remedial coaching classes conducted in a few departments
 - Encourage group discussions and peer learning
 - Usage of bilingual explanations
 - Providing standard teaching - learning content
 - Improvement tests to enhance their internal test performance score and thus enhance their internal assessment scores.
- Advanced learners are provided the following special attention and care.

- Encouraged to refer specific books to acquire more knowledge
- Advised to download information from suggested websites on the internet
- Commerce students are advised to keep track of stock market proceedings; developments in finance and economic sectors of the country; assets, liabilities and profit declarations of companies; income tax and business law changes, etc. from newspapers, business magazines and internet.
- Science students are suggested to collect interesting science news items from newspapers or any other periodicals and journals.
- Both science and commerce students are encouraged to deliver lectures on the topics they have collected information on or present posters on display notice boards.
- Students in English classes could make presentations with regard to Communication Skills and mock interviews on various topics which in turn boost their self-confidence, expression, etc.
- Guidance and motivation to take up entrance tests like that of IIT-JAM (Joint Admission test for M.Sc.), GATE, NET, etc. are provided in UG and PG science departments. Test papers are administered for getting practice on these entrance test methodologies.
- Advanced learners are suggested to enrol for career oriented add - on courses offered by some of the departments
- Merit certificates, prizes, cash awards and appreciation certificates are issued to the toppers in the university examinations at the annual college day celebration.
- Numerical ability skills, vocabulary skills, etc. are provided by the Placement and Career Counselling Cell of the college periodically.
- Students of computer science stream (both B.Sc. and BCA) and BBM students execute a compulsory project work.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
2286	101

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

- Teaching - learning in the classroom is participatory and interactive.
- Science students are exposed to practical training in laboratories. Commerce students are exposed to practical skill development classes as part of regular curriculum learning.
- Learning is made student-centric by encouraging seminar presentations, taking up field visits, developing project work in real-life situations, conducting exhibitions, interactive sessions, etc.
- University curriculum enforces student-centric approach through the mandatory project work for students of Microbiology, Biotechnology, Computer Science(B.Sc.), Electronics, Botany, and Computer Applications(BCA) as well as by Management (BBM) students. PG students also involve in project work.
- Answering the assignment questions and driving them to refer the study material in the Library and download relevant material from the internet.
- Learning is made student-centric in B.Com. through the annual Vinyaas Inter-collegiate competitions in Share Market transactions, Income tax transactions, Branding a logo, Business quiz, etc.
- Science exhibitions provide a platform for their creativity to be showcased.
- Practical classes help the students to hone their skills and help them acquire the applicative knowledge.
- Charts and models used in Science laboratories and classes help the students to acquire better knowledge about the concepts in concerned topics.
- Students are encouraged to write literary Articles, Poems, Essays, and reports for the College Magazine in different languages.
- Publication of articles by students of Microbiology in the

department newsletter Microbiome.

- In language classes, students are exposed to role plays, group discussions and case studies.
- English Language Lab plays an active role in enhancing the communication skills : writing, listening, reading and speaking skills.
- Classes conducted by VVA(Vijaya Vaanijya Alumni) on personality development requires students to participate in delivering impromptu lectures on topics of contemporary social and economic issues. They also learn about accounting package systems in some practical problems using Tally software.
- Students are advised to register themselves on the SWAYAM of MHRD, Sakshat Virtual laboratory portal of NPTEL/MHRD (NME - ICT project) and go through the experimentation process relevant to the ones conducted in their syllabi.
- NPTEL resources have been procured from Indian Institute of Technology, Chennai and are uploaded in the library for easy access by both students and faculty. Students have the facility to hear to the video lectures of these NPTEL resources in Library.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

- All the teachers have adapted to ICT teaching pedagogy. There are about 17 ICT ready class rooms.
- During the Covid - 19 Lockdown, almost all teachers have adopted to ICT for online teaching to complete the syllabus.
- Several teaching material and model question papers are uploaded on college website. The link to this is provided below.
- Teaching content is also disseminated by several teachers through the Whatsapp group of students.
- Teaching content have also been uploaded on the Bengaluru City University portal for the benefit of students.
- Teaching Content developed by the teachers have been uploaded on JnanaNidhi, a YouTube Channel of Directorate of Collegiate Education of Govt. of Karnataka.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

89

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

2.4 - Teacher Profile and Quality

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

101

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

32

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

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

2.4.3.1 - Total experience of full-time teachers

19

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

- Internal assessment of student is based on three criteria which are communicated to the students on college website and during the orientation of students at the start of the first-year course. Internal assessment is based on tests, assignment/project work/seminar and attendance.
- Student attendance is reviewed every month and the class teachers counsel the students with attendance shortage and motivate them to attend further classes. Attendance shortage is displayed on the website at the end of every month.
- Assignment questions are provided at the end of each unit and the completed assignments are expected to be submitted within a time schedule specified. Based on the correctness and sincerity in answering the questions, weightage is provided for the determination of internal assessment marks.
- The dates of internal tests are announced at the start of the semester. Performance in the tests count for the

internal assessment score.

- The internal assessment marks are displayed on the website for three components independently and thus, the consolidated score. Grievances in internal assessment score can be addressed to the concerned HODs. After the grievance is heard, the internal marks are either corrected or the logic behind the evaluation is made clear. In case the student is not satisfied, the grievance can be taken to the principal in person. The Principal intervenes in the matter and the matter is amicably settled.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

- The internal assessment marks are displayed on the website for three components independently and thus, the consolidated score. Dates for announcement of IA marks and grievances thereon along with the last date are also informed at the start of the semester in the calendar of events displayed in the website. Message is sent to all students to investigate the website for IA marks and the grievances to be addressed. Grievances in internal assessment score can be addressed to the concerned HODs. After the grievance is heard, the internal marks are either corrected or the logic behind the evaluation is made clear. In case the student is not satisfied, the grievance can be taken to the principal in person. The Principal intervenes in the matter and the matter is amicably settled.
- Student signatures are taken for having seen and being satisfied with the evaluation mechanism.
- Finalized IA scores are then uploaded to the Bengaluru City University website. Messages are transmitted to students from the university about their IA marks in each subject.

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

2.6 - Student Performance and Learning Outcomes

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

- The college has developed POs and COs taking into consideration the mission and objectives of the programmes as well as that of the college.
- During the orientation programme of the students the Programme Outcome, Course Outcome and Learning outcomes are made known by each of the departments and the college.
- The POs and COs are finalized through the brainstorming sessions of teaching faculty of the individual departments concerning the respective courses.
- These POs, COs and Learning outcomes are displayed on the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://vijayacollege.ac.in/programme-outcomes/
Upload COs for all courses (exemplars from Glossary)	View File

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

- performance of students is a direct measure of the attainment of course and programme outcomes.
- The large number of students progressing to higher studies and research is yet another parameter of measuring the attainment of programme outcome.
- The placement of students in reputed companies after their programme is an index of programme outcomes.
- The organizational abilities of students in various inter-collegiate fests and their skills to execute the mandatory project work is another yardstick for identifying the level of attainment of course and programme outcomes.
- The PO attainment is also measured in terms of the research paper presentations by students in conferences and publications of articles in college magazine, research bulletin and the Microbiome newsletter.
- The feedback obtained from the students on the announcement of results helps in identifying the gaps in PO & CO

attainments. These gaps are tried to be plugged/narrowed down in the following year.

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

2.6.3 - Pass percentage of Students during the year

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

691

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://vijayacollege.ac.in/wp-content/uploads/2022/04/REPORT-OF-STUDENT-SATISFACTION-SURVEY-2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

15

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

11

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

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

01

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

3.3 - Extension Activities

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

Extension activities are an integral part of the education at Vijaya College. The different wings NCC (National Cadet Corps), NSS(National Service Scheme), Youth Red Cross(YRC), Rangers & Rovers(RR), Women Empowerment Committee (WEC) of the college conduct multifarious activities. These activities have greatly impacted the students' campus experience and are sensitized to various social and health issues.

An overview of the activities are provided below.

A few of the outreach programs are listed below :

- Vaccination drive, Awareness about covid pandemic and Health

Hygiene awareness were held. – Under NSS, YRC, RR and NCC jointly. Blood Donation camp which was a regular feature could not be held this year due to pandemic,

- Conduct of national festivals like Independence Day and Republic Day jointly by all the wings including sports department.
- Republic Day Camps, Independence Day Camps, Regular Drill, Anti-terrorism activities and cashless transactions – Under NCC.
- Human Rights, Secular Values, Patriotic values, Leadership skills, entrepreneurial skills, Special Camps – Under NSS.
- Tree plantation in the campus and neighborhood by R & R.
- Alumni are also involved in some of the programs like tree plantation and have continued to contribute for social change and development of an inclusive society.

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

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

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

0

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

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

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

7

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year
3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

100

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

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

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

02

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Vijaya College is located in the heart of the Bengaluru City which is well connected by road transport and metro rail. The college is built in a total land area of 5.16 acres.

The college has excellent infrastructural facilities which includes classrooms, laboratories, staff rooms, administrative office, library, playground, indoor sports facilities, girls' hostel, adequate rest rooms for boys, girls and staff, indoor auditorium and dotted by adequate greenery in the campus. The main building accommodates details are given in the website

<https://vijayacollege.ac.in/infrastructural-facilities/>

Specialty of green house:

Different varieties of plants are present in greenhouse:

- Medicinal plants: Basil, Mint
- Aromatic plants: curry leaves Jasmine
- Pteridophytes: Fern, Selaginella
- Aquatic plants: Lotus, Eichornia,
- House plants: Anthorium, Heliconia bird of paradise
- Climbers :Betal , Pepper
- Tree : Mango. Michelia champaca,

Role of students in greenhouse:

- Plant propagation
- Practical studies (Identification, Classification)
- Watering
- Cleaning

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vijayacollege.ac.in/infrastructure-facilities/

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

The college has adequate facilities for sports like Kabaddi, Volley ball, Basket ball, shuttle badminton, table tennis, chess, Yoga, etc. The institution ensures participation of students in college level activities as well as university level and inter-collegiate competitions. The open auditorium and indoor auditorium are used for cultural activities of the college. Talents' Day, Department Wise activities and Annual College Day promote the cultural activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vijayacollege.ac.in/infrastructure-facilities/

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

17

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://vijayacollege.ac.in/wp-content/uploads/2021/06/4.1-CLASS-ROOMS-IN-THE-COLLEGE.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

36.28

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

- Name of ILMS software : Easy - Lib
- Nature of automation

(fully or partially): Partial

- Version : 4.2.2 - Professional
- Year of Automation : 2003, 2014 - 15

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

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

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

0.46

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

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

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

15

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College provides a range of IT facilities to help students and faculty with their studies. This includes nearly about 297 computers with LAN and Internet connection. About 17 classrooms are provided with LCD projectors and 14 class rooms with internet facility. All departments and staff rooms have computers with internet connectivity. There are certain laboratories with smart boards for teaching - learning. LCD projectors in classrooms and laboratories enable teachers and students to switch over to IT supported teaching-learning methods. Printers and xerox machines are available in the laboratories, departments, library, and office to enable hard copy to be obtained. These IT supported facilities are regularly updated.

Microsoft office is licensed and the campus license is renewed periodically. Antivirus software is installed in all the computers.

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

4.3.2 - Number of Computers

236

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

44.486

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college has constituted various committees for ensuring the proper utilization of the available infrastructure and its upkeep. The different committees to take care of the maintenance and utilization of available facilities are as follows.

- Infrastructure Committee
- Purchase Committee
- Sports Committee
- Library Advisory Committee
- IT Infrastructure Committee
- Greening Committee

The infrastructure committee assesses the requirements and ensures the optimal utilization of infrastructure. The committee meets whenever the requirements arise and generates the request to fulfil the maintenance requirements. The budget requirements are drawn. These requirements are propagated to the BHS Higher Education Society Managing Committee for the approval. Most of the physical infrastructure maintenance and new requirements are directly handled by The President of the managing committee.

The necessary requirements for the laboratories are generated by the individual heads of departments in consultation with their staff members and the necessary budget for the following academic year would be provided in advance. Based on the admissions made and the requirements of the departments, the budget estimates are sent to the management for approval each year

The requirements of the Sports department and their activities are monitored by the Sports Committee. The sports committee and the Physical Education Director decide the sportswear, sports equipment, TA payable to sports stars and the entry fee/registration fee payable for different intercollegiate competitions. Formal approval is obtained from the management.

The library books are generally obtained by the HODs of respective departments in consultation with their department faculty members. The list of books and the discount information obtained from book sellers is included and sent to the management for approval.

The housekeeping services are provided to an external agency. Usually, an agency is given contract for a period of one year.

The IT Infrastructure Committee periodically meets and generates the requirements for IT and ICT activities. Requirements of computers, printers, LCD projectors, internet connectivity and website maintenance are taken care of by the IT Infrastructure Committee.

Utilization of classroom resources and laboratory resources is addressed by the Timetable Committee of the college. Electrical maintenance of classrooms and laboratories are taken care of by the Infrastructure Committee.

The Greening Committee would ensure the maintenance of gardens and the equipment for gardening. Watering the plants, pruning them, procuring fertilizers and maintenance of plants by the gardeners is monitored by the Greening Committee.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

389

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

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

87

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

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

C. 2 of the above

File Description	Documents
Link to institutional website	https://vijayacollege.ac.in/
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

C. Any 2 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

400

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

02

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

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

Various committees are formed at the beginning of the academic year which includes both teachers and students on the committees. Student volunteers are co-opted by the respective committee convenors giving a publicity for enrolment. Students are selected for the various committees. Most of the activities are carried out by the students under the directions and supervision of the convenor and the members of the respective committees.

The different committees constituted are the following.

- Cultural and Literary Committee - VIKASANA
- Science Committee - Vijnaan
- Commerce Committee - VINYAAS
- Electronics Committee - CHARGE
- Computer Science Committee - PROTOCOL
- Mathematics Club - Infinity
- Chemistry Club - Alchemos
- Physics Club - Alpha
- Sports Committee
- Women Empowerment Committee - Dhvani
- Career Counselling and Placement Cell
- Library Advisory Committee
- VIN-BT (Vijaya College INnovative Club of BioTechnology)

Student representatives are the backbone of the following extension wings.

- NCC
- NSS
- Youth Red Cross Society

- Rangers & Rovers

Statutory Committees in which student representation exists are the following.

- Anti - Sexual Harassment Cell
- Student Grievance Redressal Cell

The major activities of the committees are the following

- Conducting competitions among our own students to identify the talent and select them to participate in intercollegiate activities.
- Conduct intercollegiate activities
- Organize invited lectures for the benefit of students and staff
- Coordinating and monitoring the curricular, extracurricular and co - curricular activities within and outside the campus
- Celebrating National festivals and important international days like AIDS Day, Kargil Vijay Diwas, Tree Plantation Day, etc.

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

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

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

- VIJAYA VAANIJYA ALUMNI (VVA) is one of the strongest alumni base which has been established alongside the associations of JEEVA VIJAYA ALUMNI (Life Science students alumni association), Vijaya Physical Science Alumni, and NCC alumni.
- VVA has been sponsoring the studies of economically weaker students by providing scholarships. In some cases, full fees is paid and in most cases more than 50% of the fees is borne by the association.
- Jeeva Vijaya Alumni regularly conducts tree plantation and World Environment Day. They publicize the disuse of plastic in the campus and in everyday practice.
- Limited scholarships are provided by the Jeeva Vijaya Alumni to life science students.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

A. ? 5Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

- To elevate the college into one of the best learning centres.
- To empower every individual with honesty, sincerity, integrity and knowledge.

Mission :

- To Achieve excellence in education with the philosophy that Education is a prime contributor to the development of self, society, and diverse human enterprises.

Vijaya College under the banner of BHS Higher Education Society has a system of governance that is supportive and proactive where authority and responsibility are assigned, delegated, and shared. The principle of decentralization and participative management is adopted, wherever it is possible, to achieve maximum governance. The governance structure has the executive committee, managing committee, head of the institution, heads of departments and convenors of different committees at various levels in the top - down approach.

All stake holders are actively encouraged to participate in the policy formulation and effective decision making. The Dean and the Principal maintain a constant interaction with the staff and the students at various formal and informal occasions throughout the academic year. The Executive Committee and the Managing Committee of BHS Higher Education Society exercises general supervision and control of the various activities of the college.

The HODs, Convenors and members of various committees form the grass roots level of the hierarchical structure for the smooth implementation of the objectives of the institution in fulfilling the stated vision and mission of the college.

IQAC of the college helps in the organization of various events and plans the schedule as well as the frequency. IQAC motivates staff and students to initiate various activities in the college. The different alumni associations of the college have been helping the students to get financial aid, training, internships and placements.

The mission statement very clearly identifies the potential outcome of education. The Mission statement is broad and encompasses the fact that education primarily contributes to the overall development of the society and the nation at large. The diversified courses in the college cater education to a diverse range of learners from diverse backgrounds and belonging to diverse cross-sections of the society.

The vision statement is translated into activities through various events organized in the college in addition to imparting the curriculum which ensures the holistic development of the student - mental, physical, ethical, moral, emotional, health and social. Thus, the student is empowered to excel with the attributes of honesty, integrity, sincerity and knowledge quite essential for a healthy society.

File Description	Documents
Paste link for additional information	https://vijayacollege.ac.in/
Upload any additional information	View File

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

Case Study 1 : Admission Committee

Objective :

- Selection of students to different courses.
- Establish transparency in the admission process and follow Government norms.

A senior faculty will be nominated as the convener of the committee. Faculty from different departments and clerical staff from the Administrative Office and Accounts Section will be co-opted as members to complete the admission process. Usually, the committee is formed before the announcement of PUC results.

The fee structure will be formulated for different courses and would be propagated to the management for formal approval. The fee structure will be formulated based on the government defined fee structure and the previous year fee structure for MC fees. The accounts in charge will generate the formal fee structure. This will be sent to the management for its approval. Once the approval

is obtained the committee is free to function.

The responsibilities of the admission committee are the following.

- Admissions are done on first come first serve basis
- Concessions are given to meritorious students with aggregate pre university or 12th standard scores greater than 85% as per the management policy on admissions.
- Display the fee structure.
- Prepare the list as per the norms of the Karnataka State Government
- In case of direct admissions, verify the credentials and counsel the students and parents about the different courses.
- Coordinate with the Management, Principal, Staff and the Parents.
- Verify the credentials and provide admit note on the application form.
- Wherever the parents find it difficult to bear the fees in one instalment, the committee decides and grants them the permission to pay fee in instalments.
- Prepare the student data base as and when the admission is completed.
- Prepare the admission statistics on daily basis and propagate to the management for information.
- Prepare a list of admitted students along with fees details and paid challans. This needs to be sent to the management on the next day morning for verification by the management and tallying the day to day bank statement for reconciliation on daily basis.
- Address all Grievances of the applicants and parents
- Attend to all such matters regarding admissions.
- Ensure the smooth admission process without causing inordinate time delays.

The Principal oversees the functioning of the admission process.

File Description	Documents
Paste link for additional information	https://vijayacollege.ac.in/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

ACTIVITY

1. ENHANCEMENT OF APPROVED INTAKE STRENGTH

There has been a demand for more admissions into the B.Sc. course with Biochemistry, Genetics and Microbiology combination over different years. A formal request was made to university after taking the approval from the management. Now, the total intake to this course stands at 60 instead of 40. The enhancement would take effect from the year 2020 - 21.

ACTIVITY :

2. INTRODUCTION OF NEW COURSES FOR THE ACADEMIC YEAR 2021 - 22

The proposed courses are the following.

1. B.Com. in Business Data Analytics.
2. B.Sc. with Biotechnology, Biochemistry and Microbiology.
3. B.Voc. Information Technology.
4. M.Com. Financial analysis

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://vijayacollege.ac.in/
Upload any additional information	View File

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

The college has an internal organizational structure that has evolved over more than 75 years of existence. The system of governance is as follows.

- The executive committee of BHS Higher Education Society that runs several institutions including Vijaya College is at the topmost of hierarchical structure. The executive committee comprises the President, Vice - President, Secretary, Treasurer and Joint Secretary.
- The next level in the hierarchy is the managing committee

that includes the executive committee and heads of all institutions as the ex-officio members.

- The Governing Council is a statutory body of the institution which includes the President, Vice - President, Secretary, Dean and Joint Secretary, Principal, University Nominee, Vice - Principal, IQAC Coordinator and UGC - CPE Coordinator.
- The Governing Council functions as the Executive Body of the College to take decisions and plan strategies which are appropriate for the development of the institution.
- The Head of the Institution (Principal) is responsible for various administrative services of the institution.
- The Vice - Principal and Heads of Departments (HODs) are endowed with the responsibility of monitoring the academic activities assigned to the teaching staff being executed satisfactorily.
- The HODs of different departments and the Physical Education Director coordinate the activities of respective departments.
- The Convenors of different committees oversee the functioning of respective committees as per the academic calendar evolved. These include the activities of Science Committee, Commerce Committee, Cultural & Literary Committee, etc.
- Extension activities are monitored and executed by the different officers and members of NSS, NCC, Youth Red Cross (YRC), Rangers & Rovers, and Women Empowerment Committee.
- Student support is ensured through the Placement Cell, Student Grievance Redressal Cell, Scholarships Section, alumni Association, HODs, Mentors, etc.
- The College Office comprising the administrative staff and support staff coordinates the administrative activities under the guidance of Office Superintendent in consultation with the Principal.
- Karnataka Civil Services Rules (KCSR) is followed by the institution.

Code of conduct as prescribed by the UGC is followed for the teaching staff

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://vijayacollege.ac.in/wp-content/uploads/2021/06/622-ORGANOGRAM.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The following are the welfare measures introduced for teaching and non - teaching staff by the BHS Higher Education society.

- Provident Fund (EPF) is in existence for all employees - both teaching and non - teaching. This is insisted on housekeeping personnel and security staff also by agencies to whom the contract has been provided. Employee contributes 12% of (Basic +Dearness Allowance (DA)) towards EPF. Management contributes to a maximum of Rs.1800 to each employee.
- ESIC (Employees' State Insurance Corporation) scheme is provided to all those staff who are drawing gross salary less than Rs.21,000/. Management contributes 3.25% of Basic +DA whereas employee contributes 0.75% of Basic +DA to ESIC.
- Group Insurance is available to all staff who joined before

2002.

- Wards of staff are provided admissions in all institutions irrespective of merit. Fee Concession is provided to the wards of the staff
- Earned Leave (EL), Commuted Leave and Casual Leave for unaided staff on par with the state Govt. directives are being provided.
- Maternity and Paternity Leave are being provided as per the Govt. regulations to both aided and unaided staff
- Loans at subsidized interest rates are provided from BHS HES Staff Welfare Association.
- Festival advances are provided to non - teaching staff
- Jobs on compassionate grounds are given to family members of the non-teaching staff
- Unaided Teaching Faculty are designated as Assistant Professors, Associate Professors and follows the UGC norms as their promotion Criteria.
- Autonomy is given to teaching faculty in academic matters.
- Encouragement is given to faculty members to attend FDP programs, Workshops and conferences.

Limited funding exists to pay registration fee to Workshops and Conferences

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

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

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

01

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

0

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

11

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

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

The institution has performance appraisal system for the teaching and nonteaching staff every year. As per the Department of Collegiate Education regulations, the assessment of teachers eligible for promotion to next higher scale are conducted by a team comprising the Management nominee, Joint Director of DCE, Principal, subject expert from one of the aided institutions and subject expert from the affiliating university. Unless the faculty score the required API points, they will not be eligible for promotion to next grade. The Department of Collegiate Education has also introduced academic audit for all the faculty and hence this helps in the appraisal of the staff.

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

6.4 - Financial Management and Resource Mobilization

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

- Internal audit is conducted at the end of every financial year and the observations are provided by the auditor.
- The observations are implemented, and corrective measures are adopted.
- Audited copies of internal audit is attached.

- External audit is conducted by Department of Collegiate Education and Accountant General's Office (AGS Office).
- The AG audit was conducted during the year 2016 - 17.
- Observations and objections of the AG audit is attached as well as the compliance report is attached.

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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

- BHS Higher Education Society is a registered body under Society's act. Under the Income Tax Act Section 80G, income tax exemption is provided to all the contributions to any of its educational institutions.
- Whenever big events are conducted, a request is generated for the contributions and the receipt for the amount paid indicating the tax exemption is provided for such contributions.
- Indoor Auditorium and Playground is provided on rental basis during Sundays and general holidays to utilize the resources optimally.
- During holidays and vacation, the premises are provided to utilize the classrooms for conducting examinations such as UPSC, KPSC, CA Foundation and Inter Exams, Computer Labs for

online examinations, etc.

- The entire campus is utilized for conducting the Chiguru event annually organized for Govt. School children by the NGO Youth for Seva.
- The field is provided on a rental basis on Sundays and General Holidays to any of the external agencies desirous of utilizing the field.

Evening College utilizes the Day College premises after the day college hours.

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

6.5 - Internal Quality Assurance System

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

The two practices that are institutionalized as a result of IQAC initiatives are.

- Improved teaching - learning processes in the system.

One of the objectives of the IQAC has been the thrust to improve the teaching - learning process in the system. In this direction, through the IQAC the following have been achieved.

- Seventeen (17) class rooms have been made ICT ready so that the teachers adapt to the modern pedagogic tools. After this has been floated, many teachers have been using the PPT/audio - visual approach/ready internet content in their class room teaching which has been found very effective in the curriculum delivery using ICT. 20 rooms are fitted with ceramic boards.
- A new computer laboratory has been initiated in the second floor with 36 computers for general purpose access including the access to e - books and e - journals.
- A new Business laboratory has been set up in the third floor of the High School building for teaching the latest accounting software tools like Tally, excel and help them learn the drafting of MOUs, articles of association, virtual income tax filing, etc.

- Several invited lectures have been conducted for the benefit of teachers and students in the advancement of contemporary fields. Several Webinars were conducted during the Covid pandemic.
- Specific add on courses to increase employability were encouraged to be conducted on cloud computing, student workshops in microbiology and biotechnology departments, communication skills for B.Com. students with the help of Vijaya Vaanijya Alumni.
- Enhancing the involvement of alumni in college activities and development
- Enforcing the teachers to adhere to the academic calendar in completing the syllabus.
- Students acquiring highest marks are felicitated to encourage them and others to achieve excellence.
- E - governance in finance and administration
- Online fee payment was initiated with the help of the Canara Bank and the Bill desk. Many students and parents have been remitting the fees through the online mode.
- Receipt generation for offline fee payments were enabled with the help of Sreshta Tally Solutions by customizing the Tally software as per our needs.
- Day book and cash book are generated and maintained using excel and Tally software.

File Description	Documents
Paste link for additional information	https://vijayacollege.ac.in/fee-payment/
Upload any additional information	View File

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

Incremental Improvements:

- Mentors were made more pro-active in the year 2016 - 17 and counselling process was improvised.
- A more robust methodology to analyze the results and identification of weak learners and advanced learners were evolved. Weak learners were counselled and provided guidance to improve their performance. Advanced learners were motivated to learn better and develop a spirit of

competition to qualify in Competitive examinations, pursue higher education and secure ranks in the university examinations.

- Greater access to e - resources was enabled for students and teachers through the use Inplibnet and Delnet.
- Orientation program to the freshers were arranged every academic year so that the students get a thorough exposure to the university set up and the college environment.
- Due to pandemic departments were encouraged to conduct webinars.
- Jeeva Vijaya Alumni started celebrating World Environment Day on 1st Sunday of June every year starting from 2018 - 19. In the year 2020 - 21, a herbal garden was inaugurated by Mr. Tejasvi Surya, Bangalore South MP.
- Bridge courses are being conducted by a few science departments to enhance the capability of science students.
- LCD projectors are installed in about 17 classrooms to encourage teachers to utilize the ICT techniques in teaching - learning methods.
- Orientation workshop was conducted to generate familiarity in usage of MS - Teams for Online Teaching. During the covid pandemic, the online teaching and sharing of teaching content through MS - Teams proved very useful.
- Teaching - Learning content were uploaded to the college website and the BCU portal during the Covid Pandemic.
- Under the Directorate of Collegiate Education, several teachers of the institution have uploaded the virtual class lectures onto the Jnananidhi portal of YouTube.

File Description	Documents
Paste link for additional information	https://vijayacollege.ac.in/publications/
Upload any additional information	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://vijayacollege.ac.in/annual-quality-assurance-reports/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- Reservation of 50% of seats to girl students as per Karnataka Education Act.
- Fee concession to girl students joining aided courses as per Govt. of Karnataka regulations.
- Appointment of female teachers. Female teachers outnumber male teachers.
- Women Empowerment Cell titled 'Dhwani' has been established in the institution.
- Provision for maternity leave as per Govt. rules.
- Sanchi Honnamma scholarship exclusively for girl students floated by Govt. of Karnataka
- Programmes on gender sensitization and promotion of gender equity
- VVA & BHS HES scholarships provided to girl students also.
- Conduct of exclusive sports events for girl students.
- Safety, security & counselling of girl students.
- Self-defense programme and training was provided to girl students in the college by Dr. Praveen Ranka, Grand Master & trainer, The Martial Arts Trust, Palestra, Jayanagar. He is the proud alumnus of the college.
- Exclusive Ladies common room with a toilet in existence.
- Exclusive Ladies' rest room in each floor.
- Blood test to check the anaemia conditions in girls were conducted and those identified to have anemia were advised medications and diet to overcome the situation.
- Created Awareness about women role in society through literature.

- Knowledge about the origin, growth, structure, and brief explanation of most topics concerning ranging and guiding were explained to use rope and staves to make gadgets & to gauge the distance between 2 objects like length, breadth, width and depth, under the banner of Rangers & Rovers to girl students.

No activity conducted during 2020-21 due to pandemic

1. SAFETY & SECURITY MEASURES IN PLACE

SAFETY

CCTV

Ground Floor -- Inside(9) + Outside (9)

18 Nos

First Floor—Library (6)+Corridors (7)+Office (1)

14Nos

Second Floor—Corridors(4 Nos.)

04 Nos

Third Floor (PG Depts+BCA+Business lab)

08 Nos

TOTAL

44Nos.

SECURITY MEN POSTED

Main Entrance

02

Main Door

01

Out door

02

TOTAL

05 Nos

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

E. None of the above

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

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

- Solid waste management
 - Liquid waste management
 - Biomedical waste management
 - E-waste management
 - Waste recycling system
 - Hazardous chemicals and radioactive waste management
- A Compost Unit inside the college premises was installed on 27-09-2019. Dimension of compost unit is 5ft x 5ft.
 - The degradable and non-degradable wastes like leaves and plastics are segregated.
 - The solid degradable wastes like leaves and other plant materials are taken into composting every day.
 - After 3 months the first compost was collected on 5-02-2020.
 - The collected compost was handed to a team of students (CBZ and BcGMB) for an In-House project to analyze the compost both chemically and biologically.
 - An Eco -Friendly Cleaning solution has been started processing in Microbiology Laboratory. This solution will be further distributed to all lab departments of the college.
 - Biomedical wastes which are generated regularly in Microbiology lab are disposed properly after Autoclaving. Hazardous biowastes including bacterial culture after studies are autoclaved for killing the microbes and then disposed.

Waste management and recycling followed in UG Chemistry :

UG Chemistry Department strictly follows re-use, recycle and reduce policy to decrease pollution

REDUCE

- Potassium dichromate solution is a water pollutant. The students are made to use only 10ml for titrations as against 25ml prescribed by the university so as to reduce the quantity that is getting drained out into the sink. Potassium Dichromate causes lung cancer and is highly toxic for aquatic life.

REUSE

- Acetone used for drying the apparatus is reused until completely evaporated.
- Phenol used by fifth semester students is recovered by

distillation and reused. This reduces the amounts of acetone and phenol in the environment. Further, phenol is toxic too.

RECYCLE

- Benzoic acid used by third semester students as part of their experiment is used for organic compound analysis by the fifth semester students.

SUBSTITUTE

Foul smelling H₂S gas which is an air pollutant and toxic is substituted by harmless solution of sodium sulphide and hydrochloric acid. Thus, the accumulation of the polluting gas in the laboratory is minimized. Handling the chemical is easier than the gaseous form.

- Additionally, to minimize water wastage, the run-off water from the distillation plant is collected in buckets, cooled, and then utilized to water the garden plants.

Burying

- Toxic substances like salts of Hg and spillover of Hg from broken thermometers are collected and buried in soil at the rear end of the field.

Storing & careful disposing

- Regular check for chemicals that are no longer needed/old/ out of date/ unusable/ surplus are carried out. Such chemicals are handed over to the supplier in specific containers for disposing.
 - Extra care is taken for disposing nitrides, sulphides & cyanides. For eg.,
1. after performing Tollen's test, the resulting mixture is acidified with dilute acid before disposal such that highly explosive silver nitride formation will not occur
 2. Sodium cyanide being formed in Lassaigne's test is brought to complex form in the follow up tests such that hazardous free cyanide ion is not left over.
 3. Spent solvents are allowed to stand for few hours such that the particles settle; the liquid part is reused; the remaining Part Is dried/solidified and discarded in the

trash.

4. Solvent mixtures are separated by distillation and reused.

Glassware/apparatus wastes

- Broken glass wares are carefully packed and sent to the recycling area through the distributor/supplier.
- Unwanted/ clean/ unused/ nonbroken glassware/ apparatus are packed and sent to the supplier for exchange.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

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

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

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

C. Any 2 of the above

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

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

E. None of the above

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

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

- Social inclusion by giving equal opportunities, equity of access to education through subsidized fees to underprivileged classes and bringing them on mainstream.
- BHS HES Scholarships, VVA Scholarships, Govt. scholarships for economic equity
- Specific scholarships to girl students as per the Govt. of Karnataka provisions.
- Fee concession to economically and socially backward section of students.
- Tolerance and harmony are fostered through various debates and lectures held as part of competitions amongst the students.
- Ethnic dress competitions and cultural competitions like folk songs of different regions are held to foster an awareness about the cultural diversity of the state and the country.
- Student competitions like quiz, essay writing, debates and lectures are held in different languages - English, Kannada, Sanskrit and Hindi - to foster linguistic diversities.
- Involvement of student volunteers in various committees enable the students to learn the importance of teamwork, event management, tolerance and harmony to achieve a desired result. Students get a platform to mingle with others belonging to different cultures and traditions.
- The college is well connected by road and metro rail so that students from various parts of the city and rural places have an easy access to the college.
- The traffic awareness and environment concerns program was organized in the local community by the students of the college by declaring a car-free day and asked all students

and faculty to reach the college either by bus or by bicycle or by metro to reduce pollution.

- The "GO GREEN" Program was arranged in collaboration with NGO wherein canvas and distribution of pamphlets containing waste management, separation of dry and wet waste was made, about 60 students participated. Students visited every house of the surrounding areas of the college and explained the usefulness of the separation of dry and wet waste.
- Undergraduate students have carried out research projects on herbal formulations and presented their research work in college research bulletin and also in other research publications.
- College has been organizing visits to industries and research institutes in and around Bangalore periodically for the students to create awareness about the functioning of industry and the latest developments in industry.
- Activities are conducted through NCC and NSS where the students develop compassion and humanity by taking them to old age homes, Karunashraya (an organization to treat cancer patients) and spastic children's homes.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

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

Vijaya College is ardently committed to social responsibility and accordingly is increasingly responsive to community-based development initiatives. Being active agents of social change is not only considered a strategic priority at Vijaya College but is also seen as a much-needed responsibility. Sensitization of students and staff is the key agenda behind any of our social initiatives and we are committed to being a socially responsible group of educational institutions.

- The college inspires NSS, NCC, YRC & RR units about participation in the 'National Flagship and Development Programmes'.
- National festivals are observed in the college wherein the speakers stress on the constitutional values and obligations

towards the nation. The struggle for Indian Independence and the development of Constitution of India with important objectives including equality, fraternity, justice, secular values, rights and duties are always stressed in such programs.

- College regularly conducts the social awareness activities like organizing rallies, workshops, camps, exchange of students and collaborative activities, the Voter Awareness Campaign, Swachh Bharat Abhiyan, Health and Hygiene, Rallies of awareness regarding Population, AIDS, Blood Donation Camps, Tree Plantation and Anti - Drug, Anti - tobacco, and Anti - Alcohol Campaigns.
- Indian Constitution and Human Rights is introduced as a compulsory subject for all the students. This subject sensitizes students towards the values, rights, secular principles and social justice.
- Social values, Moral values and human values are stressed during the regular lecture sessions by the teachers and also through invited talks by experts and spiritual gurus.
- Value Education is opted as one of the compulsory papers to be answered by the students at the university examinations. This paper stresses on varieties of values to be inculcated which are explained through various illustrations of contemporary interests in the regular classes.

Intellectual Property Rights are introduced to Commerce students as a subject

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff.

D. Any 1 of the above

4. Annual awareness

programmes on Code of Conduct are organized

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

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

- INDEPENDENCE DAY and REPUBLIC DAY are held regularly wherein the National Tricolour flag is hoisted. All extension wing students belonging to NCC, NSS, YRC, RR, Sports and other general students as well as staff participate.
- GANDHI JAYANTHI is celebrated every year by NSS wing.
- Martyrs' Day is commemorated every year on 30th January by observing one minute silence.
- AIDS AWARENESS DAY is conducted every year in the month of December by NSS, and YRC.
- WORLD ENVIRONMENT DAY is celebrated on the first Sunday of June every year in association with Jeeva Vijaya Alumni Association where the present students and the past students of life science take part.
- INTERNATIONAL WOMEN'S DAY is conducted every year by the BHS Higher Education Society where all the lady staff members of all institutions participate.
- WORLD POPULATION DAY is organized where generally a quiz on population related issues is administered. The top performing students are rewarded suitably.
- INTERNATIONAL YOGA DAY is conducted every year on 21st June ever since it was conceived by the Yoga Vijaya team of the college where a Yoga session is arranged in the morning at 7:00 am in which both students and staff participate.
- NATIONAL YOUTH FESTIVAL is organized in the college every year in January to commemorate the birth anniversary of Swami Vivekananda. NSS students also participate in the program organized by Govt. of Karnataka.
- Teachers' Day is organized every year on September 5th by

BHS Higher Education Society in one of its institutions where all the employees of the institution assemble. Retired employees are felicitated on this occasion.

- National Science Day is organized every year on Feb 28th. Dr. G M Nijaguna Memorial Intercollegiate Lecture Competitions are organized for the students of all the colleges in Bangalore. Also, Dr. G M Nijaguna Memorial Lecture is organized by a noted academician for the benefit of students and staff. Science exhibition, science model competitions, essays, quiz, and other competitions are held as part of the science day. This event is usually an intercollegiate competition where more than 20 institutions participate every year
- National Mathematics Day is organized on December 22nd every year where a lecture is organized to commemorate the birth anniversary of Sri. Ramanujan.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice -I

1. Title of the Practice:

Financial Aid to the deserving students through Scholarships

1. BHS Higher Education Society (BHSHEs) Student Scholarship,
2. Vijaya Vaaniya Alumni (VVA) Scholarships and
3. Jeeva Vijaya Alumni Scholarship

1. Objectives of the Practice:

- To extend financial aid to the deserving students to

discourage them from discontinuation of their studies owing to poverty.

- To support financially all the deserving economically weaker students without any discrimination of caste, creed, or gender.

The expected outcome is that the students should be able to complete their degrees with good marks. They will atleast be transformed as first level graduates in their families. It is desired that these student beneficiaries, in future, would treat the needy with the principle of 'lend help without discrimination'.

1. The Context

"Education is the most powerful weapon which one can use to change the world" -

Nelson Mandela.

Education is the single powerful tool for empowerment, to generate critical and analytical thinking, and to develop skills needed to make this world a better place to live.

The following is the context under which the financial aid was introduced in the institution.

- It has been envisaged by the BHSHEs management time and again that it needs to cater education to economically and socially backward classes. The profile of students enrolled to various courses in the college has demonstrated that the students hail from low economic background with children belonging to first generation learners being the wards of drivers, maid servants, masons, vegetable vendors, carpenters, etc.
- The social and economic profile of the parents show that most of them are unable to provide their children the required fees to pursue education and due to financial instability make their wards support the families by forcing them to take part - time job or discontinue studies.

Many of the girl students are made to discontinue their studies due to financial constraints. Considering this issue, it is envisaged that promoting gender equity requires girl students also get the scholarships which would prevent them from discontinuing the studies

<https://vijayacollege.ac.in/wp-content/uploads/2021/05/Best-Practices.pdf>

Best practice 2

1. Title of the Practice

Improving Teaching – Learning Process

1. Goal

- To ensure the completion of syllabus according to the academic planner of each department
- To encourage teachers to adapt to technological advancements including ICT adoption in class room teaching
- To improve pass percentage and enhance the number of ranks bagged by the college at the university level examinations

1. The context

- The syllabus coverage in some cases is being hurried and towards the end of the semester where information are being crammed at once. This sluggish coverage initially and hurried coverage later should be avoided giving enough time to student in comprehending the topics and assimilating the facts.
- The teachers find it difficult to keep pace with the techno – savvy student learners. It has become essential for some of the teachers to adopt to the latest pedagogic styles and include ICT in class room teaching. The mismatch between the student learner and the teacher in the use and comfort of handling varieties of tools available for teaching – learning needs to be bridged.

1. The practice

- Academic planner along with the calendar of events is uploaded on the website for information to students.
- The teaching – learning committee along with the heads of different departments monitor the pace of coverage of the syllabus.
- Informal feedback is obtained from students regarding the content delivery by different teachers. The teaching – learning committee members and the class teachers hold frequent informal meetings and cull out the information needed.

- Frequent assignments, tests and evaluation are conducted to improve performance in the semester – end examinations
- Seven class rooms are made ICT ready and many departments have the necessary tools for handling the class room teaching with the help of ICT. More classrooms are being made ICT ready.
- Computer science department staff and programmers train the teachers in the use of Power Point Presentations, browsing the internet for useful resources, uploading content on the college website, use of google docs for information sharing, etc.

1. Evidence of Success

- Some of the teachers have adopted modern pedagogic styles and ICT in their classes.
- Some of the notes are uploaded on the college website.
- Appropriately paced and timely completion of syllabus
- Increased attendance in the classes
- Improvement in results.

1. Problems encountered and Resources required.

- Development of animation based power point presentations in teaching, particularly in science subjects, has been hindered due to the want of in – house technical expertise.
- The demand for ICT resources is increasing and paucity of funds has been the biggest impediment which may dampen the spirit of technology adoption by teachers.

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

7.3 - Institutional Distinctiveness

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

The college was established in the pre – independence era with an objective of providing quality education at affordable fees to socially and economically backward sections of the society. The college has lived to its expectations till this day. Introduction

of diversified courses relevant to the needs of higher education in those respective years and augmentation of teaching - learning infrastructure in the college holds a testimony to cater to academic excellence and quality education. Holistic development of a student is ensured through various co - curricular activities, sports and extension activities held in the institution.

College adopts a blended teaching - learning experience where traditional teaching methods are interleaved with the modern pedagogic tools and focuses on student - centric teaching methods.

The following portrays the uniqueness of Vijaya College as compared to many of the neighbouring colleges.

- Many of the present students are either children or grand - children of alumni of the college which demonstrates the faith and confidence reposed in the system.
- Teachers in general are very friendly, homely, and respond to their personal grievances. Teachers help students to solve their familial, financial, and social stresses.
- Institution has connectivity from different parts - urban and rural - both by metro rail and road. Commuting is quite easy.
- Vijaya College has traditional and conservative culture apart from being safe as viewed by middle class parents of students. Blend of traditional and modern approaches is one of the distinguishing factors which has been enabling many students to have global competencies. Some of our students are serving in international research laboratories and corporate companies which is a pride of the institution. A large number of commerce graduates have been serving as accountants and company secretaries.
- College conducts extracurricular activities and intercollegiate fest with more thrust on student participation and students involved in decision making with regard to planning of events with teachers guiding them.
- Working atmosphere is very conducive. Utmost academic freedom and autonomy is given to teachers with the attrition rate being negligible.
- Work Experience of the faculty members is extremely high as compared to many other institutions in the city.
- Good infrastructure facilities with well-equipped laboratories and library. e - Infrastructure is quite adequate.
- Strong alumni base of the college is helping in the developmental activities of the college.

- Some of the economically weaker sections of students have been continuing their studies in the college due to the generous contributions of teachers towards their fees, mid-day meals, and books. This encourages successive batches of students to have faith and confidence in the system where the culture of parental concern and care is demonstrated.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- To get prepared for the upcoming NAAC peer team visit
- To continue with Academic and administrative audit of different departments for the year 2021-22
- To introduce add on courses during the academic year 2021-22.
- To initiate the process of implementation of NEP 2020 in the college - Formation of NEP implementation committee
- To conduct orientation program for students and teaching staff to implement NEP 2020
- To provide various Open elective courses to first year students across different streams
- To conduct brainstorming sessions with regard to decline in enrolment of students to degree courses
- For the smooth academic and administrative process new committees to be formed and review the existing committees.
- To prepare Academic calendar of events of the college as per the university calendar for the year 2021-22
- Revamping of college website
- To encourage the departments to conduct guest lectures and workshops more frequently.
- To encourage departments to initiate projects/internships/field work etc.. and encourage students to take part in these activities
- Follow up with the BSHSHES management with regard to floating innovation ecosystem - 1. Creation of studio, 2. Conduct of National Level 3. Workshop/Conference on teaching pedagogy, 4. Launching Bimonthly Newsletter on innovative pedagogy and 5. Establishing a research centre, Establishing an incubation centre
- To request the BSHSHES management to rationalise the fee structure across all science courses from academic year

2022-23 in view of implementation of NEP 2020

15. Methods to be adopted to support -1 the overall academic success of students, 2. Increasing overall graduation rates and Increasing overall retention rates, 3 Improving alumni engagement and 4. Improving communication with key stakeholders
16. To identify new sources of funding for college activities
17. Fostering greater engagement with the local community
18. Building environmentally sustainable campus facilities
19. Improving the employment placement rate of students after graduation
20. To implement institutional development plane
21. Academic planner to be prepared for the academic year 2021-22 and provide it to students
22. To initiate midday meal scheme in collaboration with Admya chethana

23. To introduce following courses from academic year 2022-23 -
1.B.Com. in Business Data Analytics., 2.B.Sc. with Biotechnology, Biochemistry and Microbiology., 3.B.Voc. Information Technology. and 4.M.Com. Financial analysis