



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	VIPRA ARTS COMMERCE AND PHYSICAL EDUCATION COLLEGE
• Name of the Head of the institution	Dr. Meghesh Tiwari
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	+919977703004
• Mobile No:	+919406082000
• Registered e-mail	vipracollege1996@gmail.com
• Alternate e-mail	divyasharma26feb@gmail.com
• Address	BEHIND PT.RSU COMPUTER SCIENCE,DUMAR TALAB DEPARTMENT,
• City/Town	Raipur
• State/UT	Chhattisgarh
• Pin Code	492010
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	Pt. Ravishankar Shukla University				
• Name of the IQAC Coordinator	Dr. Divya Sharma				
• Phone No.	+919977703004				
• Alternate phone No.	+919977703004				
• Mobile	+919977703004				
• IQAC e-mail address	iqacvipracollege@gmail.com				
• Alternate e-mail address	researchcellvipracollege@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.vipracollege.org/naac_portal.php				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:					
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.73	2014	10/12/2014	09/12/2019
6.Date of Establishment of IQAC			31/05/2013		
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	
NA	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			No File Uploaded		
9.No. of IQAC meetings held during the year			03		

<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 	View File	
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)		
1. Conducted silver jubilee years webinar series in terms of National, International and State level webinar, workshop etc. in the College.		
2. Enhancement in Tech-Aided classes in terms of smart classes by use of technology for incarnation of quality education.		
3. To develop quality values, gender equity and good educational surroundings among students institute organized Guest lecture and presentation sessions during the session.		
4. Research initiatives and scholars guidance support purpose taken up by college.		
5. Regaining the values of social-community edge and environmental protection steps for conservation purpose.		
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	
Nil	Nil	
Nil	Nil	
Nil	Nil	
Nil	Nil	
13. Whether the AQAR was placed before statutory body?	Yes	

- Name of the statutory body

Name	Date of meeting(s)
College Council	30/10/2021

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021	30/09/2020

Extended Profile

1. Programme

1.1	12
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	1248
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	45
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	411
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	40
File Description	Documents
Data Template	No File Uploaded
3.2 Number of Sanctioned posts during the year	45
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1 Total number of Classrooms and Seminar halls	19 class rooms & 02 seminar halls
4.2 Total expenditure excluding salary during the year (INR in lakhs)	2397646.30 (lakhs)
4.3 Total number of computers on campus for academic purposes	100
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	
<p>The Institute, Vipra Arts Commerce And Physical Education College affiliated to Pt.Ravishankar University Raipur, govern as per the curriculum guideline issued by the university. Syllabus of the courses dealt at the Institute are also under the convergance to Pt.Ravishankar University Ordinance.</p>	

Institutional mission and vision related to curriculum activity are effectively implemented with various action plan and aspects at college. We delivers the activity in terms of academic curriculum complying with mission and vision in respect of social aspect and also imaging the work as on prominent basis works of institute for holistic growth and development of students and imparting the human-social values among the students with academics and activities. Institutional vision, mission and objectives are conveyed to all stakeholders with prompt and accurately reporting system of college through the college website -www.vipracollege.org . College annual publications and admission prospectus-- inherit guidelines and framework are prepared by the college level committees to set fit in the requirements of all the courses at the departmental level inaccordance with university norms. The Staff Council system applied for division of the workload. Academic schedule committees of the college and individual departments issue's directions which monitors the effectiveness of the implications throughout the session on a regular basis. The departments head allocate subjects to teachers and prepare time table as well as teaching plan is also prepared by respective department . Planning, Teaching and Evaluation, learning and evaluation schedules are strictly adhere to Academic calendar of the Institute in being compliance with notified by the Pt. Ravishankar University. The college has Proficient, dedicated and experienced as well as expert faculty who all follows multi dimensional course dealing methodology and deals with pre-prepared well-designed patterns of class teaching techniques such as, Lectures, Class presentations, Tutorials, Practical labs of computer, E-learning and Case studies . The Institute rules out numerous policies for bridging down the competitive edge and gap of the enrolled 'weak' students therby enabling them to touch the realm of the programme of their choices as well as promote, reward and facilitate 'advanced' learners. This includes scholarships, mentorship, tutorials and remedial teaching classes. The entire approach is student centric. The Internal assessment which consists of internal unit wise tests, presentations, projects and assignments are conducted to evaluate the performance of students. Continuous review of the progress of syllabus completion, performance of the students associated activities are done in the department level meetings on the regular basis. The college infrastructure and facilities are revieved and are continuously being expanded to set fit the with dynamic curriculum and pedagogy. The college has well-facilitated laboratories and classrooms with projection equiped for both faculty and students. The well-stocked college library is partially computerized which offers various web based facilities and access to National and International online databases. The college

has a computer lab with Internet connectivity throughout the college campus available for the staff and students. Mentoring Processes--The college has a Mentoring Programme such as drop box, shikaayatniwaaran cells etc which enables students of all the years to provide feedback to teachers on the curricular issues, college infrastructure, administrative matters and other matters . The weblinks are as below:- Weblink-
http://www.vipracollege.org/academic_Syllabus_tab.php
http://www.vipracollege.org/academic_Academic_Calendar2020-21_tab.php http://www.vipracollege.org/academic_time_table_tab.php http://www.vipracollege.org/academic_tab.php

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Vipra Arts Commerce And Physical Education College governed by the regulations framed out at University level regarding syllabi, examination and evaluation. Thus, internal assessment system is in adherence to university norms. University has a continuous internal assessment system in which each paper of M.PEd., B.C.A., DCA and B.Ed is of 100 marks has a component of 20 marks of internal assessment and rest 80 marks are allotted for the final written examination of that paper. Each paper of B.P.E, B.PEd is of 100 marks has a component of 30 marks of internal assessment and rest 70 marks are allotted for the final written examination of that paper. In same way B.Sc. has 50 marks and B.Com has 75 marks with no bifurcation for internal assessment marking system but during COVID19 Pandemic as the university exams were held in online mode so these courses with no bifurcation of internal assesment pattern got 10 marks additionally allotted for internal assesment during this session. These internal marks of internal assesment are designed and bifurcated in such a way that a continuous evaluation of students takes place throughout the session and marks are awarded by the techer for each academic activity participated and attended by the students on the basis of overall performance during such session. This can be judged on the basis of assignments, presentations, interactions, projects or oral tests etc. Teachers

assign innovative projects to students to build and check their creative skills. Presentations are taken on topics related to the syllabi or even on topics other than the main paper to develop the interest of students. Thus, a continuous internal assessment system carried out throughout the session to evaluate the students on the basis of their sessional performance and growth.

Academic calendar is prepared with view use to follow a consistent and reliable path for academic activities for the session. At higher education level its a formal document which is framed out at prompt basis with planning of sessional activities in advance. Each departments of the college follows the academic calendar through out the session. The main objective of academic calendar is to keep students, faculty and staff reminded of key dates throughout the year as well as its combination of academic terms ,session structure and career orientation programme. Planning, Teaching and Evaluation, learning and evaluation schedules are strictly as per the Academic calendar notified by the Pt. Ravishankar University. Assesment of performance is an intergral and keen component of teaching and learning process of vipra mahavidyalaya and clearly set out objective regarding reforms and evaluation in our internal working system. Teaching, evalauation and continous internal evaluation system is consist of various components such as attendance, mid term test, assignments, role play, case study and projects as well as recognising the other aspects of academic calender such as sports periods, annual day, celebration of the days of national importance which are having great impact on sessional activity for students growth and developments.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

C. Any 2 of the above

affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded
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	
B. Pharm	
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)	No File Uploaded
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)	
00	
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	
00	

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

00

File Description	Documents
Any additional information	No File Uploaded
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**

The Courses offered in the Institute rejuvenate and involves the issues related to gender, environment and sustainability, human values and professional ethics. Issues related with environment and sustainability are integrated into the additional subject of Environmental studies in UG Courses. Courses that integrate human values are in Commerce, Computer Science, Education and Physical Education. The Institute has a separate cells or the committees for the Gender equity. Institution conducts various webinar and seminars for crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Co-curricular and Extracurricular Activities also. N.S.S. being the part of institutions collaborative activity, promotes environmental sustainability through plantation and other sustainable development programs. College organizes various environment related programs including tree plantation, swachhta abhiyaan plastic free environment, poster competition, etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. Also the various National and International recognised days are organized in the college every year. The National festivals like Independence Day and Republic Day celebration serve as a platform to enhance patriotic and moral values. Different social activities have been initiated by the college like Voter's Awareness Program, Road Safety Campaign, Health camps, Baalika samasya niwaarn webinar etc are organized from time to time.

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	No File Uploaded

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

Nil

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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)	No File Uploaded

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

03

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

A. All of the above

from the following stakeholders Students
Teachers Employers Alumni

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

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://vipracollege.org/feedback.php

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

1800

File Description	Documents
Any additional information	View File
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

808

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

Guidelines for identifying Advanced Learners :

? Advanced Learners are those students who are ahead on the learning curve and require advanced technical know-how.

? Advanced learners are identified based on the performance in University Examination of previous semester and internal examinations.

Following Special activities are conducted for Advanced Learners: i) Guiding for career planning.

ii) Discussion or seminar on the advanced topic

iii) Guiding and encouraging to communicate research papers in conferences/Journals

iv) Guiding the students for GATE/Competitive Examinations.

Guidelines for slow learner :

? The connotation of academically slow learner (Weak Students) means those who could not keep pace with the classroom teaching needs extra attention so as to bring such students at par with the rest of the students of the class.

? Slow learners are identified based on their performance in University Examination of previous semester and internal examinations.

Measures taken and guidance for improving academic performance of these students

(i) Remedial/Extra classes are conducted for slow learners students in the subject/topic are chosen for slow learner students.

(ii) Individual counseling is done for them.

(iii) Student helpdesk

File Description	Documents
Link for additional Information	http://www.vipracollege.org/student_corner.php
Upload any additional information	View File

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

Number of Students	Number of Teachers
1248	37

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

Student centric methods adopted by departments to provide Experiential and Participative Learning experience:

? Laboratory Practical classes in Science Departments

Participation of students in Seminars, Conferences etc.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.vipracollege.org/labs.php

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

In addition to chalk and vocal method of teaching, the faculty

members are using the IT enabled learning tools such as PPT, Video clippings , Audio system, online sources, to expose the students for advanced knowledge and practical learning. Classrooms are fully furnished with LCD/OHP/Computers.

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

15

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
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

40

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

1

File Description	Documents
Any additional information	No File Uploaded
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**

13

File Description	Documents
Any additional information	View File
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.

Response: The students are well informed during the orientation programme itself regarding the university norms for the award of internal assessment marks as well as the rules and regulations pertaining to the internal assessment tests and university examination.

The evaluated answer sheets will be issued to students in class room. The student can approach the concern teachers in case they need a clarification on the award of marks based on the scheme of valuation discussed in the class. The mark list for Internal Assessment is to be prepared and displayed in the notice board.

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

A transparent, time-bound and efficient method is being followed in VIPRA COLLEGE in terms of dealing with internal examination related grievances.

Various internal examinations are being performed throughout the semester. Some of them are- unit-test1, unit-test2, assignments, lab continuous evaluation, project evaluations, etc.

Internal Assessments (Test 1 and Test 2): Immediately, after the unit test, the solution of the test along with question wise marking scheme is displayed on notice board within an hour after the test to maintain transparency and uniformity in the assessment of the internal tests. The faculty evaluates the papers within a week of conduction of test. The evaluated answer sheets are shown to students in class and faculty undertakes individual grievances with a student on the paper if required by the student. At the end of the semester the average marks of both the unit-tests is calculated and verified with the students. If any discrepancies are reported by the students, then they are resolved by the faculty immediately.

Assignments Faculty evaluates assignments based on the rubric which is also shared with the students. The rubric consists of criteria- timely submission, clarity, neatness, etc. The evaluated assignments are given back to students thus maintaining the transparency of the marks assigned and to resolve grievances is any. Lab experiments The experiment performed in lab by the student is immediately evaluated by the faculty and the performance marks are assigned based on the lab rubric designed by the faculty. The lab rubric is given in the lab manual which is shared with the students well in advance before the lab is conducted. The lab submissions are taken in LMS, e.g. Google classroom, and the marks given by the faculty are available to the students immediately, this providing a transparent way for students to reflect on their strengths and areas of improvements.

Project evaluation In a semester two internal evaluations of the project is conducted in front of the panel consisting of group of faculties. The rubric is designed for these two presentations having criteria- quality of problem formulation, literature analysis,

presentation, team work, etc.

File Description	Documents
Any additional information	View File
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.

1. Students will aware about recent economic affairs such as demonetization, universal basic income, cashless economy, skill and training development schemes, make in India etc.

2. Students will get benefit about various economic issues at local, national and global level.

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

It defines the cognitive processes a course provides. • Program Specific Outcomes (PSOs): These are statements that defines outcomes of a. program which make students realize the fact that the knowledge and techniques learnt in this course has direct implication for the betterment of society and its sustainability.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.vipracollege.org/student_corner.php

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**357**

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)**

<http://www.vipracollege.org/sss.php>

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)****00**

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

00

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**

05

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**

6

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

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**

43

File Description	Documents
Any additional information	View File
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

Students are encouraged to participate in Extension Activities through awareness programmes, field visits, participation in seminars/ workshops/extension lectures, field projects and school experience.

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**

01

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

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

01

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)	No File Uploaded

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

01

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)	No File Uploaded

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

01

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

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.

Vipra Arts, Commerce and Physical Education College has a well-developed campus of 8 acres, It is equipped with modern facilities and learning resources to achieve academic excellence according to its vision and strategic objectives. The institution consistently aad and updates its infrastructure facilities. In this sequence 05 acre of land is purchaed by the management.

The infrastructure facilities and learning resources are categorized as under:

(a) Learning Resources include resources and infrastructure required for library, laboratories, computer centre, class room teaching,

events, meetings and conferences.

(b) Support facilities include girls hostel, canteen, multipurpose hall, seminar halls, Auditorium, committee rooms and sports grounds.

(c) Utilities include safe drinking water, restrooms and power generators. Classes are scheduled for optimal utilization of the available physical infrastructure. Sophisticated equipment available in the laboratories is not redundantly duplicated and availability is ensured by judicious time-sharing. Sharing of laboratory facilities is also encouraged between faculties. Apart from the central facilities, such as, Computer Center, Central Library, there are many laboratories that cater to students from other faculties. The Institute continuously strives to create and enhance infrastructure both in terms of buildings and other facilities to provide a good teaching-learning environment.

The Institute has a policy for the creation and enhancement of infrastructure in order to promote a good teaching learning environment.

Physical Infrastructure to support student amenities are as follows.

Auditorium-

A well-equipped auditorium in the campus serves multi functions in order to satisfy the diversified needs of the students and nearby community.

Laboratories and Workshops:

An appropriate space has been allocated for laboratories and another space has been allocated to workshops for various courses.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://vipracollege.org/facilities.php

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

Vipra Arts Commerce and Physical Education College ensures the

optimal allocation and utilization of the funds for maintenance of infrastructure and purchase of new equipments. The proposal for the same is submitted to the college.

The purchase committee of the college reviews the proposal, which is further approved by the principal. The quotation is invited and the equipments is purchase from the vendor with the lowest quote. The record of the equipment is maintained in the stock register. At the end of the financial year .The College carries out an internal financial audit.

The security of the college is maintained by the security guards. A number of CCTV cameras have been installed to monitor the infrastructure. Physical verification of the laboratories. The computer Desktops, Generator, water tanks, motors, Solar Plant and R.O. System are maintained properly. Fire extinguishers are installed and are checked every year.

Helpers of various floor has been appointed during the college hours to maintain the building.

Vipra college has set up facilities many outdoors and indoors games. College has a big sports ground for cricket, football, basketball court, volley ball, kho-kho ground, handball, Athletics track , kabaddi court etc for outdoor games . And Table-tennis, chess , carom badminton court, for indoor games . We are also planning an inter-college sports tournaments to develop a spirit of healthy competition.

Students and faculty are given special attention on health and fitness. A modern gym with all the latest gadgets has been set up in the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://vipracollege.org/facilities.php

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://vipracollege.org/facilities.php
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)

60,00,000

File Description	Documents
Upload any additional information	View File
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)

The Vipra College has a well maintained e- Library stocking more than 10350 books. There are a variety of books available for students & Staff belonging to all streams (Physical Education, Education, Computer Science, B.Sc and Commerce) of the college. 8 News Paper -5 Paper in Hindi & 3 in the English language updated 16 Print Journals & 5 Magazines are available for better knowledge of the library users. Online access of more than 63,00 + e-Journals and 1,38,500+e-books under the UGC-INFONET Digital Library consortium of INFLIBNET N-List.

Objectives

Library plays a vital role in an institution for:

- Creation of new knowledge through acquisition; organization and dissemination of knowledge resources; and providing value-added services.
- It's an essential component of the institute's outstanding research and education mission. It also enables learning and advancement of knowledge and promotes discovery.

Library Services and Facilities:

- Lending Services.
- Reading Room Facilities.
- Reference Services.
- Bibliographical and Documentation services.
- Online access to e-resources
- 10 Mbps High-Speed Internet Connectivity.
- Multimedia PC's in the Library.
- Reprography Services.
- Library Deploy to Provide Access to Collection
- OPAC- ONLINE PUBLIC ACCESS CATALOGUE FACILITY AVAILABLE
- Using SOFTWARE- NewGenLib Library Software

Working Hour 8 A.M. to 2.30 P.M. on all working day. Library Advisory Committee Library advisory committee consists of some selected members who are responsible for the progress of institution & making a good plan and policy for the development of the library. Convener: Smt. Pranita Sharma (Librarian) Library Advisory Committees Member's name- 1. Dr. Meghesh Tiwari 2. Pro. Girishkant Pandey 3. Dr. Divya Sharma 4. Dr. Kailash Sharma 5. Smt. Pranita Sharma 6. Sri. Vivek Sharma 7. Sri Mohit Srivastava 8. Smt. Suman Pandey 9. Sri. Sunil Singh Power & Function of the Library Committee 1. Selection of Library Personnel. 2. Decide the Policy and aims of the Library. 3.

Creation of the rules for well organize. 4. Direction for annual reports. 5. Security of Library Properties. 6. Other useful work for the development of the Library.

VIPRA Central Library provide different types services to the student and Staff Members such as

S.N.

Library Services

1.

Students I-Card Issues

1.

Books, Journals, e- Journals, Project & CD Access.

1.

Reference Section with knowledgeable books

1.

News Papers

1.

OPAC Facility

1.

Digital Library

1.

Inflibnet

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

Name of the ILMS

software

Nature of automation (fully
or partially)

Version

Year of Automation

NewGenLib

Enterprise Edition

Partially

3.04

Carban(Release3)

2014

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://libraryvipracollege.blogspot.com/

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

A. Any 4 or more 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)

31612

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
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

59

File Description	Documents
Any additional information	View File
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

We have 10 lecture halls in total in our college, Lecture hall i.e., First Hall is a multipurpose hall which is fully equipped with smart board and other ICT facilities. It is used for several purposes like organizing classes at interdisciplinary level, organizing workshops, seminars and conferences and many cultural and literary activities. We have 03 smart board enabled classroom which serves when diverse students are taught ICT based topics and for presentation purposes. A total number of 06 classrooms are equipped with LAN and WI-FI. Library is equipped with LMS facility. Two ICT enabled lecture halls are in the college. These classrooms are equipped with LCD also.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://vipracollege.org/facilities.php

4.3.2 - Number of Computers	
100	
File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File
4.3.3 - Bandwidth of internet connection in the Institution	C.10 - 30MBPS
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)	
2245615	
File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	No File Uploaded
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.	
There are established systems and procedures for maintaining and utilizing physical, academic and support facilities such as laboratory, sports complex, computer, classroom etc. in the institute. The maintenance of physical, academic and	

support facilities are carried out by the respective departments with the help of in staff on daily basis and periodically. And care has been taken to keep the equipment, machine etc. in working condition. A supervisor is appointed to monitor and maintain the physical facilities and Housekeeping. A brief description is presented below on maintenance and utilization of some facilities.

1. Laboratories (All Labs & Computer center):

Each laboratory has one teacher as lab in-charge. Lab in-charge is responsible to maintain and upgrade the laboratory with necessary equipment from time to time to cope with change in the syllabus. Physical Verification is carried out to verify working/nonworking/missing equipment etc. Preventive maintenance and performance monitoring is carried out. Every laboratory assistance keeps the record of utilization of equipments, computers and other required material for experiments.

2. Library:

Librarian with supporting staff has been appointed to maintain central library. They focus on the availability and utilization of instructional material in teaching and learning process. At end of the Academic year stock verification is done. Librarian prepares the report on the same and utilization of books by the students and staff. Procurement of books as per the requirement is initiated through library committee by inviting the requirement of books from various departments this is then processed following the procurement procedure.

3. Sport complex/ground/equipment:

Physical Director of the institute looks after the sports facilities and the activities. The sports equipment's are issued to the students as per the schedule of the events. If any equipments get faulty sport director submits proposal for maintenance. Preventive maintenance measures are taken in time. Sport director is responsible for keeping the record of utilization of sport Facilities, activities held, awards for the students etc.

4. Class Rooms:

Class rooms are allocated to all departments along with necessary ICT tools. The class rooms are utilized as per the time table of the department. The class rooms are cleaned on daily basis monitored by institute supervisor. Head of the institute, HODs and Class teachers also monitor the cleanliness and ensure that the cleanliness is maintained in the class rooms.

5. IT facilities:

All departments in the institute are having PCs, essential software and peripherals .The laboratory technicians and s system administrator maintain the IT facilities in the institute. In case of major issues of maintenance vendors are hired for maintenance of IT facilities.

6. Electrical, Drinking water coolers, etc.:

Institute has employed technicians(electrician and plumber) for up keeping and maintenance of electrical and water drinking facility. Institute has also appointed housekeeping staff to maintain the gardens.

7. CCTV, Security etc:

Internet connectivity and CCTV security system, network and system are maintained by the staff. LCD projectors, Public Adress system, air conditioners are maintained with the help of external agencies. Security staff including guards under a security supervisor is employed to safe guard the whole premises.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://vipracollege.org/labs.php

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

392

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**

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

**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**

E. none of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

Nil

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

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted 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

E. None of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

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

00

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

26

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

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	No File Uploaded
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)

NO ACTIVITIES DUE TO COVID-`19 ONLY ONLINE CLASSES HELD.

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

00

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

Renowned Alumni who regularly participated in college programmes are:MR.AJIT SHUKLA ,REENA SHUKLA,GYAS AHMED.Members of the Association extend their helping hand to present students .They actively participate in different meetings related to betterment of the college. They provide regular feedback to the college.

File Description	Documents
Paste link for additional information	http://vipracollege.org/alumni_tab.php
Upload any additional information	View File

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

E. <1Lakhs

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

Vision

To promote dedication, commitment and responsibility and to carve vision and ideas positively of faculty for strengthening the potentiality of learner's as well as enlargement of their competencies and transformation of their futuristic interest, attitudes, aptitude and value.

Mission

To create individuals of high integrity and well qualified professionals with efficient quality derived from students. For faculty taking considerations for art of teaching and learning process and the effective uses of technology to advance the profession of education and to develop the theoretical knowledge thereby intergrating them into practice in order to support the transformation of society.

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

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

Institutional leadership practices such as decentralization and participative management is observed at our institute in hierarchy form which are, Institutional governing body, Principal, Head of department, teaching staff and non teaching staff. Who all are dispensing their work in very well authorised manner. Principal is the Head of the institute who governs the college as per the norms of the university as well as approaching the mission and vision of the institution. Institute has carved many cell for smooth functioning of the academics and non-academics activities within the college, such as- Admission Cell, Discipline Committee, Anti Ragging Cell, Grievance & Redressal Cell, Women Cell/Anti Harassment Cell, Student Union Cell, Research Cell, Guidance & Counselling

Cell, ICT Cell, Library Advisory Committee, Sports And Co-Curricular, Placement Cell, Staff Council, etc. to which each department is responsible and authorised to maintain the co-ordinations for quality output from such cells and committee. All cell member reports to principal and submit the details of organized programme. Other academics and non-academics activity are planned and issued in the meetings of cell/committee, Heads of department and staff council meeting which is being headed by principal.

File Description	Documents
Paste link for additional information	http://vipracollege.org/cell.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Type

Details

ADMISSION PERSPECTIVE

1. The Institutional website contains the lists all of the courses available, the number of seats available in each course and the admission process.

2. Admission process and filling up the seats are strictly to the university norms and guidelines in both UG and PG courses. Now the courses are upgraded to online admission process for which online and offline payment is available at our institutional website.

3. Student's Admissions are done on seats allotment basis with list generated by university through the online portal, which is being governed by centre login ID accompanying the students enrollment process.

EXAMINATION AND EVALUATION PERSPECTIVE

1. The college is authorized to conduct Internal assessments in terms of written and Practical exam or test.

2. The marks of Internal assessment are recorded and reported to the University through uploading the marks in online Portal.

3. At regular intervals class tests, unit tests, term examinations, and Pre-university exams are held.

4. Test exams are based on university patterns, assignments, oral assessments, and projects are part of such internal assessment system.

5. Student's results are analyzed, and faculties are given advice for improving the results. Students are given the test answer sheets with suggestions for improving their results.

RESEARCH AND DEVELOPMENT

1. Funds allotted to each department to organize Special Lecture/ Seminar/ Workshop/symposium.

2. Faculty research projects are recorded at the college library to make available the materials for encouraging future research.

3. For faculty who attend Orientation, Refreshers Courses, Workshops, and Seminars, the institution, provides academic leave (on duty leave).

4. N-list service is available at the college library, as well as photocopy and printout services for personnel.

5. Seminars, Workshops, webinar & Guest lectures are organized by every department in each session of academics.

INFRASTRUCTURAL PERSPECTIVE

1. The college library has a large collection of books, magazines, newspapers, research journals, encyclopedia's, dictionaries and the college magazine as well as equipped with E-resources such as internet access, Wi-Fi, N-list, which provides access to 1.60 lakhs of E-books and E-journals(6000), and E-newsletter which keeps students and staff updated with the latest information.

2. The college library has book banks system that are available to students at all of the year. The library has question papers from prior years for all courses, which provide insight into question paper patterns and prepare students for the annual examination.

3. Library has been partially-Automated as per the requirement of the current era of education system.

TEACHING AND LEARNING PERSPECTIVE

1. Due to Covid-19, lessons in the 2020-21 academic year were done using different online platforms such as Google Meet, Webex, Zoom, and Google Classroom in accordance with UGC/University guidelines.

2. Assignments, Class seminars, Homework, Guest lectures, ICT based teaching, dictations, use of Language Lab, Curriculum Lab, Anatomy Physiology lab, Psychology Lab, Science Mathematics resource centre, Arts Craft Lab, TLM Lab, for developing soft skills of English language, Providing Computer Lab, Network Resource Centre in Library, Lectures of Renowned Professors of different faculties, Parents-teachers meeting, Feedback forms from students regarding the teaching of the Teachers, Organization of lecture series, seminars of resource persons through literary association- such practices are made regularly to ensure effective Teaching-Learning.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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.

Administrative setup of the Institute is consist of the effective policies, rules and procedures which efficient enough to adhere with the smooth functioning of the institute. Which is being covering the working condition, job durations, leave sanctioning process, descpline priority etc. Top of the setup is Governing Body persisting the presence of Principal being institutional head lined up with Head of department which is being assisted by Teaching and Non teaching staff therby accompaned with administrative staff for management purpose.

The Institute follows the UGC, NCTE and Governments rule for appointment of teaching and non teaching staff. Appointment process is strictly preceeded with number of vaccant post at institutional level corresponding with required numbers at UGC and NTCE level,

than approval from university is being taken, after obtaining the assent from university the advertisement for appointment is published in news paper. Interview of shortlisted candidates from the applied one's are conducted by selection committee and then Regular appointment are done with the rules of under section 28 according to university and UGC norms.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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	No File Uploaded
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 Institute has the specific criterion of welfare section and facilitate the teaching and non-teaching staff with such part of welfare schemes ruled out as per the guidelines of university, UGC and state Government norms. Which are as mentioned and followed in institution - Provident fund, ESIC Facilities, Maternity leave, Medical leave, Casual leave, teachers Welfare Fund, Advance Salary to staff members, Free uniform for class IV employees. Faculty

development programme Seminar and conference funds apportioned departmentwise as well as training, orientation and productivity enhancement session of the staff are carried out for their growth and futuristic foresightedness.

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	View File
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

05

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

01

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
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

Head of the institute does analysis of teaching and non teaching staff members performace in every year. Accountng to his/her performance gives the increament and prize. Each teaching staff members fills every year API score. Our institute fallows the UGC 2016 rules and regulation for API. AP1 calculation is based on teaching hours, administration work, responsibilty, reseach work,

project, ICT, seminar paper presentation etc.

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

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

Our college does internal and external audit for transparency in every year. Charter accountant (CA) does audit work. 'CA' sees the bank statement, receipts, records and all documents. All things are mentioned in audit report like, profit, loss, balance, annual budget, funds, total income and expenses etc.

Audit report is prepared by auditor in end of the every financial year.

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)

00

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

Strategies for Mobilization of funds

- The Student Tuition fee is the major source of income for the institute.
- The institution seeks to mobilize Government and non-government grants for the improvement of institutional infrastructure and knowledge.
- It welcomes donations, memorial prizes and endowments from staff members, alumnae and guardians towards the prize and endowment funds.
- It engages with its alumnae and other stakeholders in exploring revenue some of which have borne fruit.
- Sponsorships are sought from individual and different social organizations for cultural events and fests.

Mobilization and Utilization of Resources:

- A Finance committee has been constituted to monitor the optimum utilization of funds for various recurring & non-recurring expenses.
- The Purchase Committee seeks quotations from vendors for the purchase of equipment, computers, books etc.
- The Principal, finance and purchase committees along with the accounts department ensure that the expenditure lies within the allotted budget. The intervention of the management is sought in case the expenditure exceeds the budget.
- The roof top solar photo-voltaic grid-connected energy system and the Rain Water harvesting system is used on open terraces effectively.
- The seminar hall which is also used for different activities like as guest lectures, Conferences, workshops etc.

Resource Mobilization Policy and Procedure:

- The types and methods of resource mobilization are discussed in College Council Meetings and are approved by the Governing Body of the College. It is also discussed in the Alumnae Association Meetings.
- Before the Financial year begins, Principal and Heads of Departments prepare the College Budget.
- The institutional budget includes recurring expenses such as salary, electricity and internet charges, stationary & other maintenance costs.
- It includes planned expenses such as lab equipment purchases, furniture and other development expenses.
- The Budget is scrutinized and approved by the top management and Government council.
- Accounts department and purchase department monitor whether expenses are exceeding budget provision.
- Statutory Auditors are also appointed who certify the financial statements in every financial year.
- The Grants received by the college is also audited by certifies auditors.

Optimal utilization of Resources-

- The Optimal Utilization is ensured through encouraging innovative teaching-learning practices.
- The available physical infrastructure is optimally utilized beyond regular college hours, to conduct remedial classes, co-curricular/extra activities, parents-teacher meeting.
- The College infrastructure is utilized as an examination centre for university examinations.

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

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 IQAC has, consistently striven to institutionalize quality strategies and processes at every level of the institution's functioning. From devising strategies improve the teaching-learning

process through increased use of ICT, expanding the scope of Library, transforming it into a multivalent knowledge. It also aims at promoting research, development, consultancy and such other activities, involving the faculty at various levels. The IQAC has been a proactive player in the overall benchmarking process.

The IQAC has regularly convened meetings, it has submitted the AQAR to NAAC in a timely manner, it has collected feedback in appropriate forms from different stakeholders categories, analyzed, the same and used it for qualitative improvement. It has organized academic and administrative audit and has initiated follow up action as per suggestions and recommendations of the eminent evaluators.

File Description	Documents
Paste link for additional information	Nil
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

Our college reviews the teaching learning process, structure, methodologies and learning outcomes in every year. Some of activates of IQAC :

1. Students feedback on faculty, teaching learning process and evaluation: Students feedback significantly shows the actual quality of teaching learning process.

After evaluating the feedback from students, the teacher if evaluated with low performance is instructed accordingly.

2. This pandemic situation teaching learning process is mostly running in online. Online webinar, online classes has also organized. The question papers, assignments are sent through whatsapp groups or Google class room.

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

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	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Vipra Arts, Commerce and Physical Education College acknowledges the fact that today India is the youngest nation in the world with 69 percent of its population between 18 to 35 years of age.

The institution is very keen on identifying the desires and aspirations of the new generation and the measures to enrich the abilities and professional skills of both boys and girls, without any discrimination. The institution rightly guides the students from their long journey from "human beings to being human" by sensitizing them on

issues like gender, social harmony and tolerance.

The institute takes every possible care in order to ensure the following:-

1. Safety and Social Security-

The institution has different committees such as Anti - Ragging Committee, Students Grievance Committee and Discipline Committee which are on heels to provide quick relief to the students and to ensure the maintenance of decent and moral atmosphere within the campus. The patriarchal society that we live has sown irrational gender prejudices which are deep rooted. Unless these misconceptions are eradicated all the attempts to bring gender equality will be futile.

1. Counseling-

To pursue this avowed objective, the college adopted 'Mentor - Mentee' system as the first step towards confidence building among the students. Each faculty is assigned with specific number of students to cater to their psychological and emotional needs.

The institution established a Guidance and Counselling Cell which includes 04 faculty members. Students are ensured that the counseling shall be one - to - one and complete confidentiality will be maintained. Counseling provides not only an opportunity to the teachers to fathom student's attitudes, weakness and challenges, but also to provide the tools and insights to manage depression and distress. Besides providing personal counseling to the students, the Counseling Cell organizes Personality Development classes to all the students in general.

1. Anti-Harassment Cell-

- The Women Cell was established with the mission of making the women globally oriented, educated & self-reliant.
- The Women's Cell/Anti-harassment cell at Vipra college ,Raipur will be set up with the aim of providing women a platform to complain about any unwelcome behaviour.
- To facilitate a gender-sensitive and congenial working environment at Vipra college, Indore so that women at work place are not subjected to gender specific discrimination or

sexual harassment.

- The Women's Cell/Anti-harassment cell at Vipra college will assist all women in achieving their full potential in education, career and personal life through academic and intellectual growth, professional development and personal empowerment.
- Cell would organize awareness programs & camps for the less privileged women in the society.

d. Parent Teacher Association (PTA)

It is one more bonafide measure adopted by the institution to receive feedback from the parents and at the same time acquaint them about the progress of their ward.

1. Common Room:

Separate Common Rooms with an attached Wash Room is the primary facility required for the girl and boy students to meet to their personal needs. As such the institution has provided a spacious Common Room to the girl students with adequate seating facility. News Papers and Magazines are made available to the girls in the common room. Besides the common room for the girls, there are separate wash room for boys and staff.

In the session 2020-2021 the institute organized an Online Guest Lecture on "Unwelcome Behaviour towards women in the society" under Anti-Harassment Cell held on 25/01/2021 by Mrs. Anu Gupta (Eklavya Foundation) attended by near about 250 students.

File Description	Documents
Annual gender sensitization action plan	http://vipracollege.org/cell.php
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	http://vipracollege.org/facilities.php

7.1.2 - The Institution has facilities for alternate sources of energy and energy

C. Any 2 of the above

conservation measures Solar energy
Biogas plant Wheeling to the Grid Sensor-
based energy conservation Use of LED bulbs/
power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

1. Solid waste management
2. Liquid waste management

The institute facilitates several techniques for the management of degradable and non-degradable waste. The primary focus is to reduce, reuse and recycle the waste. The college management has also advised to refuse anything which is not needed. The college has different dustbins to segregate the different waste like solid, liquid, etc. There are committees that deal with the minimization of waste. Every day the waste is collected in bins and disposed to a place where it can be converted into manure.

In addition to this the college has organized workshops on the implementation of these techniques effectively. Training programmes are conducted from time to time about the methodology of disposing the waste. It was stressed that we should avoid plastic items to the best possible capacity.

For solid waste management different bins have been placed at different departments. This ensures that solid waste segregated at the source. Suitable techniques are applied for disposing of solid waste. The garbage generated is preferably treated at the site of generation.

The college has organized Swacchh Bharat Mission. Under this banner the utility of recycling the solid and liquid waste has been elaborated. People from different aspects of life delivered their talks about the proper usage of waste. Moreover, the NSS volunteers have also demonstrated the proper procedure of disposing the waste in nearby community Kukurbeda.

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	View File
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: <ol style="list-style-type: none"> 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 	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
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	D. Any 1 of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
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).

There are many factors for the success of teaching process, one of

these is inclusion. Inclusion is one of the most widely studied topics in the teaching learning process in the educational fields. Inclusion is about equal opportunities for all pupils. Pupils should all be included regardless of their age, gender, ethnicity, attainment and background. It gives attention and concentration to all pupils. Keeping this in mind, we organize different activities in the college throughout the session. List of some programmes are as follows:

S.No.

Programme

Date

Department

1.

Pamphlet distribution regarding awareness of Covid-19 & Vaccination

06/03/2021

Students of B.Ed. department

2.

Vaccination Camp

29/06/2021

College Management

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

Some of the major constitutional provisions on education in India. There are some changes regarding the 42nd amendment to the constitution. During 1976 our constitution was amended in many of its fundamental provisions. Under the constitution of India. The Central Government has been specifically vested with several educational responsibilities. Keeping this in mind following activities are done in the session of 2020-21.

- Webinar held on the occasion of "world yoga day"

With the above mentioned activities an International Webinar on "Indigenous Solution of Health Problems Arising during Pandemic" is organized by the institute On Date 07.06.2021 to 09.06.2021. [File attached]

Due to covid-19, no regular activities took place in this year, that's why B.Ed. Students made different flexes on the following topics and putted in the college campus.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

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	View File
Any other relevant information	View File

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

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

Institution celebrates/ organizes national and international commemorative days, events and festivals. National festivals play an important role in planting seed of Nationalism and Patriotism among the students. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

Republic day-

The institution celebrates Republic day on 26th January every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world. This is a day to remind the students about the constitution of the country and the need to abide by it at all times. The celebration includes the hoisting of national flag and spreading a warm message of nationalism in a speech by the Principal.

Independence Day-

Independence Day is celebrated every year on 15th of August, flag hoisting is organized and is celebrated to mark freedom of India from British rule. The institution encourages students

to remember our national leaders and their sacrifices.

Gandhi Jayanti-

Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff. In today's times we inspire students of our institution to follow the Gandhian ideologies of truth and nonviolence and inspire them to contribute towards the peace and prosperity of the Nation.

Sadbhavana Diwas-

It is celebrated on 20th August every year to commemorate the birth Anniversary of Sardar Vallabh Bhai Patel.

International Yoga day-

It is celebrated on 21st June every year. The yoga faculty members organize the yoga camp and a speech is conducted to make everyone aware on how Yoga embodies unity of mind and body; thought and action; restraint and fulfilment.

Voters Day

It is celebrated on 25th January wherein the students are given awareness on their duties and rights as a loyal citizen.

All departments are also actively involved in organising events involving students, and staffs:

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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.

Kitaab Kutia (uploaded)

Book clubs like as Kitaab Kutia are a fun activity where a group of friends read the same book within a set period, then gather together to discuss it. It is popular among adults and increasingly too among children. The Purpose of Kitaab Kutia is (Research shows that regular reading):

- Improves brain connectivity
- Increases vocabulary and comprehension
- Empowers you to empathize with other people
- Reduces stress
- Aids in sleep readiness
- Fights depression symptoms
- Boost Teamwork Skills.
- Gain new friends and get involved with the community
- Better your own writing skills

This is continuously run from the year 2014 to till date without any failure. This program is held only for one week in the month of February'2021 due to Covid-19.

- Anand Mela: Due to Covid19, this activity didn't get place on this year.

Following are the Best Practices that institution would like to include:

- Promotion to Saving Trends
- Pollution Conservation

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Our college has well developed infrastructure with 8 acre campus. It is situated in the centre of city. In this college, means supporting for diverse students population striving for a wide range of outcomes. Like many institutional learners from various academics background. College serves mix traditional and non- traditional students from various academic backgrounds. It measures its academic achievements by establishing goals and expectations tied standards.

College has dedicated team of faculty and management along with societal goodwill and positive image also.

College has well developed infrastructure with a big playground and gymnasium for sports activities. We provide our playground to other organization who wants to do sports related activities there. This is the biggest benefit for others and us because sports make healthy body and mind that gives us courage, enthusiasm and healthy competition atmosphere.

College organize free health checkup camp for the students, staff and nearby local communities and also invites renowned Guest faculty for lecturing time to time to upgrade our knowledge and readiness for future prospects of students.

We give the holistic education to our student to make them able to choose best carrier. A Positive attitude towards students & belief in their capacity to learn. We supplement our academic programs with extra-curricular activities. We strongly believe that institution should strive to produce students who had opportunities for personal development & Civic engagement and who have grown from students to responsible and active citizens.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- Planning to give admission in BBA Course.
- In future we are planning of D.El.Ed and M.Ed. program.
- Start some new value added courses for all students of other stream to improve their capability for job opportunities.
- Some vocational courses would be offered in near future for self employment purpose.
- Medicinal & Herbs plantation programme will be started.
- We are trying to start Research Centre here.
- We are trying for start PG program in Commerce department.