The Annual Quality Assurance Report (AQAR) of the IQAC

2016-'17

Part – A

1. **Details of the Institution**

    1.1 Name of the Institution

    Bhavan's Vivekananda College of Science, Humanities and Commerce

    1.2 Address Line 1

    Sainikpuri

    Address Line 2

    Ranga Reddy District

    City/Town

    Secunderabad

    State

    Telangana State

    Pin Code

    500094

    Institution e-mail address

    principal@bhavansvc.org

    Contact Nos.

    040-27115878, 040-27114468, 040-27111611

    Name of the Head of the Institution:

    Prof. Y. Ashok

    Tel. No. with STD Code:

    040 - 27115878

    Mobile:

    9866037201

    Name of the IQAC Co-ordinator:

    Dr. K. VasudevaRao

    Mobile:

    8106301941

    IQAC e-mail address:

    drrao.hod.maths@bhavansvc.org
    bvciqac@gmail.com

    1.3 NAAC Track ID

    11357

    1.4 NAAC Executive Committee No. & Date:

    EC/61/A&A/31 dated 15.09.2012

1.5 Website address:

http://www.bhavansvc.org

Web-link of the AQAR:

http://www.bhavansvc.org/IQAC/AQARReport

1.6 Accreditation Details

S.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	3.02	2012	5 years - 2017
2	2nd Cycle	-	-	-	-
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC: 01/10/2012

1.8 AQAR for the year 2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

S. No	AQAR	Date of Submission
1.	AQAR 2012-13	19/07/2013
2.	AQAR 2013-14	21/07/2014
3.	AQAR 2014-15	23/07/2015
4.	AQAR 2015-16	11/08/2016
5.	AQAR 2016-17	18/12/2017

1.10 Institutional Status

University ☐ -   State ☐ -   Central ☐ -   Deemed ☐ -   Private ☑

Affiliated College   Yes ☑   No ☐

Constituent College   Yes ☐   No ☑

Autonomous college of UGC: Yes ☑   No ☐

Regulatory Agency approved Institution: Yes ☑   No ☐ -

   (eg. AICTE, BCI, MCI, PCI, NCI)

   Type of Institution: Co-education ☑   Men ☐   Women ☐

        Urban ☑ Rural ☐ Tribal ☐

   Financial Status: Grant-in-aid ☐ -   UGC 2(f) ☑ UGC 12B ☑

        Grant-in-aid +Self Financing ☐   Totally Self-financing ☑

1.11 Type of Faculty/Programme

   Arts ☑   Science ☑ Commerce ☑ Law ☐ PEI(Phys Edu) ☐

   TEI (Edu) ☐ Engineering ☐   Health Science ☐   Management ☑

   Others   (Specify) | Bachelor of Computer Applications |

1.12 Name of the Affiliating University | Osmania University, Hyderabad |

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR

   etc.,

   Autonomy by State/Central Govt. / University ☑

University with Potential for Excellence | - | UGC-CPE | - |

DST Star Scheme | - | UGC-CE | - |

UGC-Special Assistance Program | - | DST-FIST | - |

UGC-Innovative PG programmes | - | Any other (*Specify*) | - |

UGC-COP Programmes | - |

2. **IQAC Composition and Activities**

2.1 No. of Teachers | 08 |

2.2 No. of Administrative/Technical staff | 01 |

2.3 No. of students | 02 |

2.4 No. of Management representatives | 01 |

2.5 No. of Alumni | 02 |

2.6 No. of any other stakeholder and community representatives | 01 |

2.7 No. of Employers/ Industrialists | 01 |

2.8 No. of other External Experts | 01 |

2.9 Total No. of members | 17 |

2.10 No. of IQAC meetings held | 2 |

2.11 No. of meetings with various stakeholders No. 4   Faculty ✓

Non-Teaching Staff ✓   Students ✓   Alumni -   Others ✓

2.12 Has IQAC received any funding from UGC during the year? Yes -   No ✓

If yes, mention the amount   -

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total No. 2   International -   National -   State -

Institution Level 2

(ii) Themes

| 1. One day Seminar on **Challenges and Opportunities Under CBCS** - 09/09 /2016 |
| 2. One day Seminar on **Institutional Preparation for Re-Accreditation -** 24/01 /2017 |

2.14 Significant Activities and contributions made by IQAC

Linkages with national and international institutes/organizations:

Entering into MOU with Carpediem -IIM Calcutta and "makeintern.com", New Delhi, to conduct Skill Development Workshop for both UG and PG Students. The College was chosen as the Zonal Centre for summer training.

The college has also entered into three other collaborations in the year 2016-17:

1. Young Indians (Hyderabad chapter), CII (Confederation of Indian Industry).
2. National Small Industries Corporation.
3. Institute of Genetics and Hospital for Genetic Diseases.

Promotion of Research:

In continuation of the initiatives of the IQAC in sensitizing the promotion of research climate in the institution, a large number of research papers have been published both by faculty and students.

National/International Seminars:

Faculty members have attended NAAC Sponsored National Level Conference on "Developing a culture of quality – Implementing & Sustaining approaches to quality in higher education"

They also attended a National Seminar on "Quality Assurance in Higher Educational Institutions".

Online Examinations were initiated for PG Courses.

Implementation of CBCS to UG and PG Programmes.

Sensitisation of student stakeholders towards quality sustenance through Student Council meetings.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Proposed to organize Seminars	**1.** Two day International Seminar was conducted by **Department of Management Studies** and Two day National Seminar was conducted by **Department of Languages.**
2. Faculty Development Programs	2. Teaching and Non-teaching Staff attended a Faculty Development Program conducted at Ramakrishna Math, Hyderabad.
3. Faculty members are encouraged to attend seminars and workshops.	3. Faculty members attended seminars at both National and International Level.
4. Resolved to implement CBCS in the year 2016-17 for both UG and PG courses.	4. Implemented CBCS system in the academic year 2016-17 for both UG and PG courses.
5. Faculty members are encouraged to pursue higher education.	5. Five faculty members have submitted their Ph.D. thesis and are waiting for the award of the same; eight faculty members have also enrolled for Ph.D.
6. Initiated the installation of the fire safety equipment for the entire college.	6. Sanctioned by the Management to be installed in 2017-18.
7. Initiated the automation of the Administrative Office and Examination branch.	7. Training Sessions were conducted for the Administrative and Technical Staff.
8. Promote 'Swachh Bharat' – 'Swachh Bhavans'	8. All the Departments have been conducting 'Swachh Bharat' – 'Swachh Bhavans' programs at regular intervals every year to keep the campus premises clean.

Attach the Academic Calendar of the year as Annexure.

2.16Whether the AQAR was placed in statutory body :Yes ✓ No ☐

Management ✓ Syndicate - Any other body -

Provide the details of the action taken

Governing body has resolved to initiate the implementation of Skill Enhancement Courses from the academic year 2017-18 onwards.

Criterion – I

1. **Curricular Aspects**

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programs	Number of programs added during the year	Number of self-financing programs	Number of value added / Career Oriented programmes
PhD	01	-	01	-
PG	05	-	05	-
UG	12	-	12	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	09
Others	-	-	-	-
Total	18	-	18	09

Interdisciplinary	04	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
    (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	17
Trimester	-
Annual	12

1.3 Feedback from stakeholders: Alumni ✓   Parents ✓   Employers ✓   Students ✓
(On all aspects)

Mode of feedback: Online -   Manual ✓   Co-operating schools (for PEI) -

Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> ➢ Credits introduced in each course under CBCS were approved by Board of Studies.
> ➢ Non CBCS Syllabi was also approved.
> ➢ Skill enhancement courses for the academic year 2017-18 were approved by Board of Studies of each department.
> ➢ The syllabi is updated/revised regularly in accordance with industry

1.5 Any new Department/Centre introduced during the year. If yes, give details.

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
118	110	07	01	-

2.2 No. of permanent faculty with Ph.D. | 28 |

2.3 No. of Faculty Positions Recruited (R) and Vacant(V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
15	15	-	-	-	-	-	-	15	15

2.4 No. of Guest and Visiting faculty and Temporary faculty | 03 | | - | | - |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	-	-
Presented papers	22	23	-
Resource Persons	01	01	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. Encouraged students to participate and present papers, posters in International and national level seminars.
2. Students are motivated to undertake internship to enhance on the job learning.
3. Faculty incorporates innovative teaching techniques. Some of these are:
   a) Conducting quiz
   b) Poster presentations
   c) Micro presentations
   d) Analysing Case studies
   e) Role play
   f) Group discussions
   g) Mock Parliament session
   h) Capsule review model
   i) Flipped classroom model
   j) Short film making
   k) Article reviews
   l) Simulation experiments with software
   m) Mini Projects
   n) Viva Voce
4. Field visits/work and industrial visits are organised on a regular basis in order to study the application of classroom teaching.
5. Guest Lectures are conducted on a regular basis.

2.7 Total No. of actual teaching days during this academic year: 216

2.8 Examination/ Evaluation Reforms initiated by the Institution(for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online, Multiple Choice Questions)

Since the institution was conferred with autonomy, the following examination reforms have been incorporated.

1. Two Continuous Internal Assessments for each semester
2. Assignments as part of Internal Assessment.
3. Semester-End Examinations.
4. Double valuation for P.G papers.
5. Re-evaluation of papers on request for stipulated fees.
6. Online Examinations were initiated for PG Courses.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus

Development as member of Board of Study/Faculty/Curriculum Development workshop | 11 |

2.10 Average percentage of attendance of students | 78.37% |

2.11 Course/Program wise distribution of pass percentage : Break Up

Title of the Program	Total no. of students appeared	Division (in %)				
		Distinction	I	II	III	Pass
UG	976	58.40	27.67	13.27	0.44	93.39
PG	205	12.37	71.64	15.46	0.55	96.30

Sl. No	Class	III YEAR			Division				2016-17 %
		Appeared	Passed	Failed	Dist	I	II	III	
I.	**B.Com:**								
	1) B.Com (Reg)	215	199	16	127	66	6		**92.56**
	2) B.Com (Comp)	145	137	8	105	31	1		**94.48**
	3) B.Com (Hons)	77	74	3	57	16	1		**96.10**
	Total	**437**	**410**	**27**	**289**	**113**	**8**	**0**	93.82
II	**B.Sc(Maths)**								
	4) MPCs	66	43	23	19	18	6	0	**65.15**
	5) MECs	86	62	24	32	20	9	1	**72.09**
	6) MSCs	107	96	11	51	32	13	0	**89.72**
	Total	**259**	**201**	**58**	**102**	**70**	**28**	**1**	77.61
III	**B.Sc(Life Sciences)**								
	7) MGC	41	35	6	18	11	6		**85.37**
	8) MBiC	29	25	4	13	8	4		**86.21**
	9) BtGC	41	33	8	16	11	6		**80.49**
	Total	**111**	**93**	**18**	**47**	**30**	**16**	**0**	83.78
	BSC (Total)	**370**	**294**	**76**	**149**	**100**	**44**	**1**	79.46
IV	**BCA**	**53**	**53**	0	**14**	**26**	**13**		**100.00**
V	**BA**	**69**	**60**	9	**4**	**32**	**24**		**86.96**
VI	**BBA**	**80**	**77**	3	**57**	**17**	**3**		**96.25**
	Grand Total:	**1009**	**894**	**115**	**513**	**288**	**92**	**1**	**88.60**

PG RESULTS

S.no	Group	Total No of Students Appeared	No. of Distinctions	I Division	II Division	III Division	Pass Percentage
1	**M.Sc (Microbiology)**	24	12	8	3	-	95.83
2	**M.Sc (Biochemistry)**	23	13	8	1	-	95.65
3	**M.Sc (Computer Science)**	15	7	8	-	-	100
4	**M.Com**	21	9	8	4	-	100
5	**MBA**	112	45	45	18	1	97.3
	Total	195	86	77	26	1	97.43

2.12   How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- The IQAC in close coordination with Heads of Departments of the college and other administrative staff, have taken several steps to ensure teaching, learning and evaluation processes are implemented with the aim of achieving high standards.

- The Chairperson and the Coordinator of IQAC have frequent interactions with the Principals of other Autonomous Colleges, Coordinators of IQAC and administrative heads of other Autonomous Colleges for exchange of views and ideas to achieve the same.

- Further, the IQAC has also been disseminating information periodically about quality improvement inputs and quality assurance measures to the various department heads.

- IQAC ensures that Academic audit is conducted twice a year to monitor the academic records.

2.13   Initiatives undertaken towards faculty development

Faculty / Staff Development Programs	Number of faculty benefitted
Refresher courses	1
UGC – Faculty Improvement Program	-
HRD programs	-
Orientation programs	-
Faculty exchange program	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	42
Others/FDP	38

2.14   Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	24	0	0	05
Technical Staff	12	0	0	03

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC encouraged faculty members to take up the role of supervisors for Ph.D. scholars.

IQAC initiated various collaborations to strengthen the industry and academia interface.

IQAC motivated the faculty members to attend various seminars, conferences and workshops.

Faculty members were encouraged to apply for Major and Minor UGC projects.

IQAC has initiated the allocation of annual budget for research in the College.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	-	-	1
Outlay in Rs. Lakhs	27,05,100	-	-	66,68,000/-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	10	-	5
Outlay in Rs. Lakhs	-	19,75000	-	24,05,000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	58	10	-
Non-Peer Review Journals	-	-	-
e-Journals	3		-
Conference proceedings	20	19	6

3.5 Details on Impact factor of publications:

Range 0.2- 5.8   Average 1.44   h-index -   Nos. in SCOPUS 5

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2015-17	UGC SERO, Hyderabad	19,75000	13,47,500
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	19,75,000	13,47,500

3.7 No. of books published   i) With ISBN No. | 3 | Chapters in Edited Books | - |

ii) Without ISBN No. | - |

3.8 No. of University Departments receiving funds from

UGC-SAP | - | CAS | - | ST-FIST | - |

DPE | - | DBT Scheme/funds | - |

3.9 For colleges: Autonomy | ✓ | CPE | - | DBT Star Scheme | - |

INSPIRE | - | CE | - | Any Other (specify) | - |

3.10 Revenue generated through consultancy | - |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	3	-	-	
Sponsoring agencies	-	TSCOST AMI TAS Central Institute of Hindi	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons | 2 |

3.13 No. of collaborations International | - | National | 2 | Any other | - |

3.14 No. of linkages created during this year: | 3 |

3.15 Total budget for research for current year in lakhs:

From funding agency | 13, 47, 500 | From Management of University/College | 3, 00, 000 |

Total | 16, 47,500 |

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year:

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides 7
and students registered under them 8

3.19 No. of Ph.D. awarded by faculty from the Institution -

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF - SRF - Project Fellows 2 Any other -

3.21 No. of students Participated in NSS events: University level 90 State level -

National level 02 International level -

3.22 No. of students participated in NCC events: University level 12 State level 1

National level 18 International level 12

3.23 No. of Awards won in NSS:

University level 1 State level National level - International level

3.24 No. of Awards won in NCC:

University level 1 State level -

National level - International level -

3.25 No. of Extension activities organized

University forum - College forum 06

NCC 22 NSS 26 Any other -

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

N.S.S ACTIVITIES 2016-17

1. NSS volunteers (20) from BVC were selected to assist GHMC in conducting the GHMC elections held on 2nd February 2016.

2. Ten volunteers from Bhavan's NSS unit participated in a one day Workshop on Digital India organized by the NSS Cell, Osmania University.

3. BVC NSS volunteers participated in **PINKATHON,** the world's largest women marathon, at People's Plaza, on March 8th 2016.

4. Five BVC NSS volunteers were selected for the **International Youth Seminar** organized by the NSS unit OU, at CHEGURU village, Mahaboob Nagar district, from 23rd to 27th April 2016.

5. The Heart fullness Institute of Shri Ram Chandra Mission, in collaboration with NSS, organized a "Large-Scale Meditation Awareness and Experiential Event" on the occasion of International Yoga Day on 21st June 2016, at Gachibowli Stadium, Hyderabad. 25 volunteers participated from BVC.

6. The NSS unit rallied against Drug abuse and illicit trafficking on 26th June 2016.

7. The NSS unit organized an Orientation Day for the newly enrolled NSS volunteers on 4th July 2016

8. Haritha Haram was organised at the GHMC dumping yard on 10th July 2016.

9. The NSS unit conducted a special camp from 16th July to 22nd July 2016 at Nemuragomla village of Nalgonda district.

10. The NSS unit organized Haritha Haram at BVC on 23rd July 2016.

11. The NSS unit organized a blood donation camp on 29th August 2016 and collected 263 units of blood.

12. NSS volunteers (70) helped in the smooth conduct of Annadanam, at Bharatiya Vidya Bhavan's Sainikpuri Kendra, on the occasion of Ganesh Pooja on 14th September 2016.

13. The NSS unit organized a campus cleaning program on 17th September 2016 on the occasion of NSS Day. 69 volunteers participated in this program.

14. Mr N Sharath (B.Com Comp IIIA1) participated in the Pre-RD camp held at M.S. University, Baroda, Gujarat, from 2nd to 11th November, 2016.

15. The NSS unit organized Swachh Bharath – Swachh Bhavans program on 26th November 2016.

16. NSS volunteers facilitated the conduct ofArt Melaorganised by Xpressionz club on 3rd December 2016.

17. NSS volunteers (46) participated in "Swachh Sarvekshan – WOW Hyderabad" on 23rdDecember, 2016, at LB Stadium, Hyderabad.

18. The NSS unit organized a food drive and distributed food and snacks to poor people near Gandhi Hospital on 5th January 2017.

19. NSS volunteers (80) participated in **5k run** conducted by SWAYAMKRISHI, a school for physically and mentally challenged students, to spread awareness on disability, on 7th January 2017.

20. NSS PO and NSS volunteers took a practical training in **Digital Payment System** on 10th,11th and 12th January 2017.

21. The NSS unit of Osmania University organized Red Ribbon Club Program – A One Day Training Program for NSS POs and volunteers on 23 January 2017.

22. NSS Volunteers (20) participated in National Voters Day organized by EC of Hyderabad on 25 January 2017.

23. The NSS unit participated in the Pulse Polio Program on 29 January 2017.

24. The NSS Unit of BVC donated 72 pairs of shoes (worth Rs.20, 000) to Government school children of Nemurugomla Village on 2nd February 2017.

25. The NSS Unit of OU organized a university level Youth Festival on 3rdFebruary 2017. In this program, 4 NSS volunteers participated and won prizes.

26. Mr Lokesh Kumar was selected to participate in NIC National Camp held at Nandihalli, Karnataka from 04th -10th March 2017.

N.C.C ACTIVITIES   2016-17

S. No	Name of the activity	Organization/unit	No.of Teacher participation	No.of Student participation
1	Cycling Expedition	Sainikpuri to Nemurugomala Village	2	25
2	Awareness Program on "SSB Selection Procedure"	BVC Room No 208, MBA Block	2	150
3	Sadbhavana Pledge	12/2 Coy, BVC	2	150

4	Work Shop Program On "SSB Selection Procedure"	BVC Seminar Hall and Football Ground	2	48
5	70th Independence Day Celebrations	12/2 Coy,BVC	1	50
6	Workshop Program On "SSB Selection Procedure"	12/2 Coy, CGPC	6	50
7	Swach Bhavans	Collectively Organizedby NCC, NSS, gRENERGY Club, Center For Excellence, Expressions Club	1	90
8	Demonstration On International Day For Yoga	Bison Training Ground, Secunderabad	-	80
9	Yoga Workshop	Ministry Of Ayush, DG NCC and BVC	2	120
10	Mega Tree Plantation (Haritha Haram At BVC	RachakondaCommissionateand BVC	2	55
11	Visit To Cadets Training Wing(CTW)	CTW, MCEME, Secunderabad, Telanagana	2	60
12	Social Service At Nemurugomala Village	NSS, NCC, GRAM PANCHAYAT, Nemurugomala, Bibinagar(mandal) NalgondaDist	2	50
13	Rally In Observation Of International Day Against Drug Addiction And Illicit Trafficking	BVC, Neredmet X Roads to Sainikpuri X Roads,back to BVC	10	300

14	Tree Plantation	DDG, NCC Defence Research And Development Organisation(DRDO) Kanchanbagh (Hyderabad)	1	6
15	Mega Blood Donation Camp	Organized In Association With Thalassemia And Sickle Cell Society, Hyderabad and National Service Scheme(Unit 1 & 2), BVC	2	75
16	Guest Talk On Fine Way Of Living By Maj.Nitin Joshi	BVC, Room No 208, MBA Block	2	100
17	Guest Talk On Health and Fitness By Maj. Bhaktiyar Chowdary	12/2 Coy, Shreys Hospital	2	100
18	Volunteering At Youth Convention	Vivekananda Institute For Human Excellence, R.K.Math, Domalaguda Hyderabad	1	15
19	Volunteering During Rebuild India Walk	12/2 Coy 2 T BN	2	40
20	Candle Light March In Support of Martyrs of Pathankot Terror Attack	12/2 Coy 2 T BN NCC, Ex-Servicemen Welfare Association	2	70
21	Social Service At Old Age Home	12/2 Coy Little Sisters of India	1	15
22	Blood Donation Camp	Sanjeevni Blood Bank In Association With 1(T) ARMD Sqn,1(T) EME Unit NCC,NCC Directorate	0	6

Criterion – IV

4.Infrastructure and Learning Resources

4.1Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	10 acres	-	-	10
Class rooms	57	-	Mgt	57
Laboratories	29	-	Mgt	29
Seminar Halls	2	-	Mgt	2
No. of important equipment's purchased ($\geq$ 1lakh) during the current year.	9	-	Mgt	9
Value of the equipment purchased during the year (Rs. in Lakhs)	22490182	3169444	Mgt	25659626
Others (Examination Block)	2	-	Mgt	2

4.2 Computerization of administration and library

Library uses Barcode scanning for maintaining books

Biometric entry to library as well as for issuing books to faculty and students

Library and Administration are computerized

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value(Rs)	No.	Value(Rs)	No.	Value(Rs)
Text Books	20052	4892734	726	249068	20778	5141802
Reference Books	5369	1724529	75	46570	5444	1771099
e-Books	INFLIBNET MEMBERSHIP					
Journals	128	986503	-	-	128	9806503
e-Journals	INFLIBNET MEMBERSHIP					
Digital Database	E-Z School by VolkSoft					
CD & Video	1185	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	381	10(266)	3 blocks	3	2	11	20	30
Added	34	-	2 blocks	_	-	_	5	-
Total	415	10	5	3	2	11	25	30

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

1. Subscribed Beam Network
2. Workshops organized on Multimedia, IT hardware and Project training

4.6 Amount spent on maintenance in lakhs:

  i) ICT | 31,69,444 |

  ii) Campus Infrastructure and facilities | 80, 88, 625 |

  iii) Equipment's | 13,38,204 |

(Maintenance and Purchases)

  iv) Others | 36,12, 346 |

                                    Total : | 1, 62, 08, 619 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Awareness about Student Support Services is enhanced through the following:
>
> 1. College Prospectus
> 2. Student council meetings
> 3. Admission notification in Newspapers
> 4. Circulars
> 5. Assembly announcements
> 6. SMS services
> 7. Notice boards
> 8. College website
> 9. Class announcements

5.2 Efforts made by the institution for tracking the progression

> Alumni coordinator
>
> Mentor system
>
> Placement Cell
>
> The respective departments and alumni associations keep track of student progression.

5.3(a) Total Number of students

UG	PG	Ph. D.	Others
3068	469	04	-

(b) No. of students outside the state

278

(c) No. of international students

71

Men

No	%
1841	51.99

Women

No	%
1698	47.95

Last Year(2015-16)						This Year(2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1960	249	37	1158	-	3475	1908	381	52	1250	03	3541

Demand ratio: 1:3.41   Dropout %: 3.35%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

> Coaching for Entrance exams (NCBS, Indian Academy of sciences, IITs) by Life- Sciences Department-in liaison with Maths & Physics Departments.
>
> SSB training given to students who are aspiring for a career in Defence.

No. of student beneficiaries | 218 |

5.5 No. of students qualified in these examinations

NET | 1 | SET/SLET | 1 | GATE | - | CAT | 12 |

IAS/IPS etc | 1 | State PSC | 1 | UPSC | 1 | Others | 26 |

5.6 Details of student counselling and career guidance

S.No	Date	Name of the Activity	Agency involved/Resource Person	Target Audience
1	24/06/2016 & 25/06/2016	PET exam for all UG Students	Time Institute	All UG Students
2	18/07/2016	PET exam for MBA Students	Time Institute	MBA Students
3	21/07/2016	Workshop on Career Options for UG II Students	Time Institute	B.Sc (Physical Sciences)
4	22/07/2016	Workshop on Career Options for UG II Students	T. I. M. E Institute	B.Com
5	23/07/2016	Workshop on Career Options for UG II Students	T. I. M. E Institute	B. Sc (Life Sciences), BA and BBA
6	25/07/2016	Workshop on Career Options for UG III Students	T. I. M. E Institute	B.Sc (Physical Sciences)
7	26/07/2016	Workshop on Career Options for UG III Students	T. I. M. E Institute	B.Com
8	27/07/2016	Workshop on Career Options for UG III Students	T. I. M. E Institute	B. Sc (Life Sciences), BA and BBA
9	02/08/2016	Entrepreneurship Workshop	National Small Industries Corporation	All UG Students
10	03/08/2016	Entrepreneurship Workshop	National Small Industries Corporation	All PG Students
11	02/08/2016	Workshop on Resume Writing MBA Students	Mrs.Jyothsna Ayyaggari, NMore	MBA Students
12	09/08/2016	Informative Session for CA Students	KPMG	All B.Com Students
13	20/09/2016	EY Launch Program for Scholarship Program	EY	All B.Com and BA II Year Students
14	25/11/2016	Impact Day by Deloitte for all Second Year UG Students Resume Writing Interview Techniques. Communication and Interpersonal Skills	Deloitte	All UG Students
15	16/08/2017 to 9/9/2017	CRT classes for all UG Students	T. I. M. E Institute	All UG students
16	16/08/2017 to 9/9/2017	CRT Classes for MBA Students	T. I. M. E Institute	All MBA Students

17	25/07/2016 to 6/9/2016	Soft Skill classes for all PG Students	Mrs. Sudha Gorthi, Freelancer	All PG Students
18	14/12/2016	Interactive session Dr.Devdutt Patnaik on mythology and its relevance in today's business world held at ISB, Hyderabad	Organized by CII Young Indians	Yi Yuva registered students
19	15/02/2017	EY Scholarship Final Event	EY	For Shortlisted Students

No. of students benefitted | 801 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
27	801	457	28

5.8 Details of gender sensitization programmes

Orange Day to raise awareness and provide an action plan to end violence against women and girls was organised by the Women's Cell of the institution.

"IDEA TO MARKET" - Women entrepreneur Proposals from girl students.

Run for the cause - Towards the World of Equals.

International Women's Day is celebrated on 8th of March every year.

A compulsory course on "Gender Sensitization" was introduced in the curriculum.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level | 54 | National level | 18 | International level | 01 |

No. of students participated in cultural events

State/ University level | 291 | National level | 04 | International level | 1 |

5.9.2No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level [03]   National level [03]   International level [01]

Cultural: State/ University level [24]   National level [02]   International level [1]

5.10Scholarships and Financial Support

Scholarships and Financial Support	Number of students	Amount
Financial support from institution	97	3,09,500
Financial support from government	1060	1,19,41,360
Financial support from other sources	14	62,625
Number of students who received International/ National recognitions	01	1,00,000

5.11Student organised / initiatives

Fairs: State/ University level [03]   National level [-]   International level [-]

Exhibition: State/ University level [-]   National level [-]   International level [-]

5.12No. of social initiatives undertaken by the students [20]

5.13 Major grievances of students (if any) redressed: Students' request to conduct 2 exams per day instead of 3 during CIA

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Bhavan's Vision

Youth empowerment with Culture, Knowledge and Strength of body and mind.

Bhavan's Mission

Bhavan's Vivekananda College (BVC) seeks to provide quality higher education to its students in both general education and discipline-specific courses.

BVC will continue to provide its graduates with a solid academic foundation for further educational opportunities, and the knowledge and skills for career opportunities upon graduating.

BVC seeks to integrate into the students' program of study, the development of skills including critical thinking, problem-solving, written and oral communication and laboratory research techniques.

BVC seeks to learn, to adapt and to lead in the creation of a pool of committed and competent individuals dedicated to the process of nation building.

6.2 Does the Institution have a management Information System

Yes, there are.

1. Teaching and Non Teaching Staff Biometrics.
2. Student Information System
   a) Admission process with the support of Administrative Staff.
   b) Collection of fees.
   c) Student administration
3. Placement Information System
4. Examination Software is installed which is used for:
   a) Automation of examination processes.
   b) Generation of examination applications.
   c) Generation of Hall tickets

6.3Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

1. BOS meetings are conducted for different courses with experts from academia, industry and alumni in developing new curricular models and updating the syllabi.
2. Eight faculty members are involved in Curriculum Development as Members of BOS for other university /institutions and three members were part of material design team for UG courses.

6.3.2 Teaching and Learning

1. Encouraged students to participate and present papers, posters in International and national level seminars.
2. Students are motivated to undertake internship to enhance on the job learning.
3. Field visits/work and industrial visits are organised on a regular basis in order to study the application of classroom teaching.
4. Guest Lectures are conducted on a regular basis.
5. ICT enabled teaching.
6. Access to e-resources through inflibnet– NLIST by both students and staff.
7. The institution also encourages additional related methods of learning such as social work, mentoring and counseling and remedial measures such as special classes for slow learners.
8. Bridge courses are conducted. These courses are conducted to familiarise/acquaint the students with concepts/terminologies of topics not learnt earlier.

6.3.3 Examination and Evaluation

Autonomous status helps in introduction of examination reforms, comprising of:

- Continuous Internal Assessment for all the courses.
- Assignments are given as a part of Continuous Internal Assessment.
- Viva-voce is conducted.
- Seminars are conducted.
- Semester – End Examinations.
- Timely evaluation of exam scripts and declaration of results.
- Re-evaluation of papers on request with prescribed fees.
- The evaluation process follows SGPA and CGPA methods of credit based system on a ten-point scale.
- Letter grade system is introduced in place of marks.

6.3.4 Research and Development

Two seminars at both International and National levels were conducted during the academic year 2016-17.

Proposals were submitted for UGC major and minor research projects.

Live summer projects for students are guided by faculty members. A real problem/situation is undertaken as a project during summer vacation of two months by students and the work is supervised by the faculty members.

The students conduct experiments using the equipment of the laboratory in the department.

Summer research projects are undertaken by the following departments of the college.

- Biochemistry, Microbiology, Genetics/Biotechnology and Chemistry, Commerce and Management Studies, Computer Science.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. The central library facility is available to teachers and students on a daily basis.
2. Library is strengthened with further purchase of new books.
3. Free access to e-journals.
4. The institution is equipped with the required infrastructure for proper implementation of ICT with regard to teaching, learning and evaluation and library.
5. Strengthened computer facilities with additional systems with latest configuration.
6. Examination branch and the new block with two examination halls are fully functional.
7. Fire safety equipment for the entire college was initiated and approved.
8. Administrative and Examination branch automation has been initiated and approved.

6.3.6 Human Resource Management

1. Faculty are encouraged and sponsored to attend various international and national seminars.
2. FDP is organised on a regular basis every year for the quality improvement of the individuals and the institution.
3. Teachers are felicitated and honoured for their contribution/achievement.
4. The best faculty is also honoured by the institution on Teacher's Day.
5. Women's Day is celebrated in the institution to recognise the overall contribution of women in academic work and administrative responsibility.
6. All faculty members are encouraged to participate in various sports activities and the winners are also recognised.

The above mentioned activities contribute to the overall positive, healthy and rejuvenated/energised work environment!

6.3.7 Faculty and Staff recruitment

> The Faculty/Staff recruiting committee of the college facilitates the recruitment process.
>
> Recruitment and Selection are done as per UGC/University / State Government norms.

6.3.8 Industry Interaction / Collaboration

> Faculty conducted personality development program for entrepreneurs of Cherlapally Industrial Association.
>
> Entered into MOU with IIM Calcutta, Carpedium and makeintern to conduct Skill Development Workshop.
>
> The college has also entered into three other collaborations in the year 2016-17:
>
> 1. Young Indians (Yi), Hyderabad chapter CII (Confederation of Indian Industry).
> 2. National Small Industries Corporation.
> 3. Institute of Genetics and Hospital for genetic diseases.
>
> Regular Industrial visits for students are undertaken by the institution.
>
> Global leading companies are the recruiters of the students of the institution.
>
> Resource Persons from industry are invited to deliver Guest Lectures to students.
>
> Alumni from various corporate houses are invited to share their experiences in the college with respect to the industry.

6.3.9 Admission of Students

- UG Admissions are done as per University/State/Government norms.
- Admission into regular UG programs is based on merit.
- Admissions to PG courses are through a common entrance test with the counselling done by Osmania University/Government of Telangana.

6.4 Welfare schemes for

Teaching	Rs.2,00,738/-
Non-teaching	Rs.29,428/-
Students	Rs.16,25,716/-

Students	Internal Resource Mobilization - Summer Projects
	--- Freshers and farewell for both UG and PG students
	--- NCC Cadets Institutional visit and valedictory
	--- Track suits for NCC cadets
	--- TA & DA paid to sports students
	--- Track suits & Mementos for sports students
	--- Orientation Program
	--- Workshops & Seminars
	--- Guest lectures
	--- Bhavanotsav
	--- Yuvamahotsav
	--- Premicerius
	--- MEDHA
	--- ID Cards
Staff	--- Teachers Day
	--- Workshop/FDP
	--- Women's Day
Non-teaching staff	--- Uniforms for class IV
	--- Diwali celebrations for non teaching staff

6.5 Total corpus fund generated   52.5 lakhs

6.6 Whether annual financial audit has been done: Yes [✓]   No [ ]

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Regional Vigilance and enforcement Office, Govt. of Telangana	Yes	Academic Committee
Administrative	Yes	Regional Vigilance and enforcement Office, Govt. of Telangana	Yes	Academic Committee

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes   Yes [✓] No [ ]

For PG Programmes   Yes [✓] No [ ]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Automation of examination branch initiated.

Two Continuous Internal Assessments are conducted.

Semester Examinations.

Under CBCS pattern, only SGPA/CGPA grades are awarded.

Assignments are included as part of Continuous internal assessment.

Revaluation of papers on request with prescribed fees.

Generation of hall tickets and marks memo by the examination branch.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent

Colleges?   NA

6.11 Activities and support from the Alumni Association

The respective alumni of various departments are actively contributing to the progress of alma mater such as:
1. Scholarships to students.
2. Motivational lectures to students.
3. Placement Support.
4. Sponsorship for various college events.

6.12 Activities and support from the Parent – Teacher Association

1. Regular Parent-teacher meets are conducted to provide feedback to and from the parents to understand and improve the progress of their respective ward.
2. Recommendations/Suggestions regarding curriculum of their ward are taken from parents through regular feedback.
3. Parents provide their support in the form of sponsorships for conducting various activities in the college.
4. Guest lectures are organized with the support of parents.

6.13 Development programmes for support staff

X-PRC scales for staff of state scales were implemented.

Regular meetings with the management.

Personality Development Program was conducted for the overall development of the support staff.

Uniforms were provided.

Housing facility.

Health check-up camps are organized.

Medical benefits.

Fee concession (50%) for the children of the staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Eco-Ganeshas are promoted in the college for Ganesh Pooja.
2. Recycling of waste paper in collaboration with ITC is organized in the institution every year.
3. Haritha Haram (Green Plantation) is organised to promote greenery in the campus.
4. All the Departments have been conducting 'Swachh Bharat' – Swachh Bhavans' programmes at regular intervals every year to keep the campus premise clean.

Criterion – VII

7. Innovation and Best practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give detail

> 1. Paper presentations by students in International /National conferences.
> 2. Capsule Review by PG students for UG students
> 3. **Question Paper shuffling software** developed by students is being used by the Examination Branch.
> 4. **Online CIA exam for PG students**

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year.

Plan of Action	ATR
1. Proposed to organize Seminars	**1.** 2 days International Seminar by **Department of Management Studies** was conducted and 2 days National Seminar was conducted by **Department of Languages.**
2. Faculty Development Programs	2. Teaching and Non-teaching Staff attended a Faculty Development Program conducted at R.K. Mutt. Hyderabad. Also, Faculty Development Program on Research **Methodology and Statistical Analysis** was organized.

3. Faculty members are encouraged to attend seminars and workshops.	3. Faculties attended seminars at both National and International Level.
4. Resolved to implement CBCS in the year 2016-17 for both UG and PG courses.	4. Implemented CBCS system in the academic year 2016-17 for both UG and PG courses.
5. Faculty members are encouraged to pursue higher education.	5. Five faulty members have submitted their PhD thesis and are waiting for their award of the same; six faculty members have also enrolled for Ph.D.
6. Initiated the installation of the fire safety equipment for the entire college.	6. Sanctioned by the Management to be installed in 2017-18.
7. Initiated the automation of the Administrative Office and Examination branch.	7. Training Sessions were conducted for the Administrative and Technical Staff.
8. Promote 'Swachh Bharat' – 'SwachhBhavans'	8. All the Departments have been conducting Swachh BVC programs at regular intervals every year to keep the campus premise clean.

7.3 Give two Best Practices of the institution

> 1. Active engagement with all stakeholders.
> 2. Celebration of myriad cultures and festivals in the campus.

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

1. Harita Haram was organised wherein saplings were planted throughout the college.
2. Eco-fest and National Science Day were celebrated.
3. Vermi-composting and Plantation of medicinal plants were undertaken as part of EVS project
4. Eco-Ganeshasare promoted in the college for Ganesh Pooja.
5. Recycling of waste paper in collaboration with ITC is organized in the institution every year.

7.5 Whether environmental audit was conducted? Yes [-]   No [✓]

7.6 Any other relevant information the institution wishes to add. (For example, SWOC Analysis)

Strengths
1. Positive reputation in the external community
2. Working in unison to achieve a goal.
3. No gender bias.
4. All round and unstinted support from the Management for career planning.
5. Numerous facilities, scholarships and financial aid available to meritorious, deserving students.
6. Strong mentoring and student support system taking care of all students.
7. Experienced and dedicated faculty Team work culture.
8. Student centric learning through Innovative teaching.
9. Excellent internet bandwidth and campus Wi-Fi facility.
10. Support to faculty for pursuing higher studies leading to Ph.D.
11. MoU with industry for student centric programs.
12. Well guarded and safe environment for students on campus.
13. Conducive working environment for faculty leading to faculty retention.
14. Facility enhancement for faculty and students from institutes of national repute.

Weaknesses

1. Process improvement
2. Limited funds available to private self-financed institution from UGC or any other Government Agencies.
3. Start- ups incubation.

Opportunity

1. To pursue advanced learning and complete higher qualifications.
2. To strengthen and grow in experience and knowledge over the years.
3. To become a college with potential for excellence and subsequently become a Deemed University.
4. Increased value of higher education completion.
5. Growing demand for graduates and Post graduates.
6. Exchange of knowledge across borders.
7. Possibility of collaboration with National and Foreign universities and providing recognized degrees.

Challenges

1. Challenges from other upcoming institutions.
2. Societal and student perception of education as solely a means to a job.
3. Enhancing employability skills of students in a rapidly changing technological environment.
4. Adaptability to globally changing industrial scenario.
5. Enhancing number of students opting for entrepreneurship.
6. Being an Autonomous college, it is a challenge to fix the fees due to Govt. regulations.

8. Plans of the Institution for next year

   1. Apply for Reaccreditation to NAAC.
   2. Introduction of Economics as a paper in BA Mass communication.
   3. Construction of Silver Jubilee Sports Complex.
   4. Further up-gradation of Computer Labs.
   5. Administrative Office and Examination Branch Automation to be completed.
   6. Installation of the fire safety equipment for the entire college.

Name: Dr K Vasudeva Rao   *Name:* *Prof Y Ashok*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

BHAVAN'S VIVEKANANDA COLLEGE
ALMANAC FOR THE YEAR 2016-2017

Month	Activities	Date / No. of Days
May	Sale of Applications for UG I Year	12/05/2016
June	Commencement of UG II & III Year classes	06/06/2016
	Registration of Applications for UG courses(Last Date)	06/06/2016
	Admissions for UG I year	10/06/2016
	Induction programme for UG I Year	18/06/2016
	Makeintem Course for II & III year UG Students by IIM Kolkata	18/06/16 to 25/06/16
	Commencement of UG I Year Semester I classes	20/06/2016
	Commencement of PG II Year Semester - III classes: M.Sc./MCom.	23/06/2016
July	Commencement of PG II Year Semester - III classes: MBA	04/07/2016
	I Term Fee Collection for UG II & III Year students	05/07/2016
	Fresher's Party for UG students	08/07/2016
	Class wise Unit Tests for III Year students	11/07/2016
	Commencement of PG Classes Sem I - M.Sc./MCom.	25/07/2016
	NSS Special Camp	16/07/16 to 22/07/16
	I Extension lecture and extracurricular activities of the respective departments	End of July '2016'
	Inter class Sports Meet	
August	Inter class Sports Meet	
	Commencement of PG I Year I Semester classes- MBA	3rd Week of Aug '16
	First Internal Exam II Yr [Sem-III]- UG	4/08/16 to 6/08/16
	Independence Day Celebrations (Academic Prizes Subject-wise)	15/08/2016
	First Internal Exam I Yr [Sem-I]- UG	17/08/16 to 20/08/16
	Blood Donation & Health Camp	20/08/2016
	Fresher's Party for PG students	20/08/2016
	Language Day Celebrations	22/08/2016
	First Internal Exam Sem-III- PG:M.Sc./MCom.	27/08/16 to 29/08/16
September	First Internal Exam Sem-III- PG:MBA	02/09/17 & 03/09/16
	Workshop - Dept of Microbiology	03/09/2016
	Teachers Day	05/09/2016
	Second Internal Exam II Yr [Sem III]-UG	14/09/16 to 17/09/16
	Second Internal Exam I Yr [Sem I]-UG	28/9/16 to 01/10/16
	Issue of SEE Application forms	19/09/2016
	First Internal Exam Sem-I- PG:M.Sc./MCom.	24/09/16 to26/09/16
	Workshop on Unicode - Dept of Languages	24/09/2016
	Last teaching day for Semester-III (II Year)-UG	30/09/2016
October	Mid Term Examination (III Year)	01/10/16 to 07/10/16
	Second Internal Exam Sem-III- PG:M.Sc./MCom.	01/10/16 to 03/10/16
	Practical Examinations (Sem III)- UG	03/10/16 to 07/10/16
	Last date of Registration for Sem I / Sem III Examination- UG	04/10/2016
	Supplementary Examination (III Year)	7/10/16
	Last teaching day for Semester-I (I Year)-UG	
	Short Vacation / Preparation Holidays (I & II Year -UG)	8/10/16 to 15/10/16
	SEE Examintions (I & II Year) Sem I & Sem III- UG	17/10/16 to 04/11/16
	FDP (Research Methodology) - Dept of Commerce	20/10/16 to 22/10/16
	Second Internal Exam Sem-III- PG:MBA	21/10/16 & 22/10/16

November	Activities	Date / No. of Days
	Workshop - Dept of Biochemistry- Biochemical Techniques	21/10/16 & 22/10/16
	Re-opening for III Year after Supplementary Exam	24/10/2016
	Second Internal Exam Sem-I- PG:M.Sc./MCom.	01/11/16 to 03/11/16
	Practical Examintions (I Year) Sem I-UG	2/11/16 to 5/11/16
	Last teaching day for Sem-I & III -PG:M.Sc./Mcom & MBA - Sem III	05/11/2016
	Commencement of I & II Year [II & IV Semester] UG classes	09/11/2016
	Last date of II Term Fee for I, II & III Year UG students	10/11/2016
	Management Day - Dept of Management	11/11/2016
	Practical Examintions Sem I & III -PG:M.Sc.	09/11/16 & 10/11/16
	SEE Examintions Sem III- PG:MBA	15/11/16 to 30/11/16
	SEE Examintions Sem I & Sem III- PG:M.Sc./MCom.	16/11/16 to 26/11/16
	II Extension lectures and extracurricular activities of the respective departments	3rd week of Nov '16

Month	Activities	Date / No. of Days
December	Commencement of Semester IV PG classes: MBA	01/12/2016
	Commencement of Semester II & IV PG classes:M.Sc./MCom.	05/12/2016
	Primecerius - Dept of Commerce	8/12/16 & 9/12/16
	National Seminar - Dept of Management Studies	16/12/16 &17/12/16
	Issue of application forms for Annual Exams (III Year)-UG	
	National Seminar - Dept of Languages	16/12/16 & 17/12/16
	Charles Babbage Day celebrations	24/12/16
	Inter College Cricket Cup	27/12/16
	Bhavanotsav	28/12/16
	Yuva Mahotsav - Interclass Cultural Meet	30-12-16 & 31-12-16
	Dr.K.M.Munshiji's Birthday	30/12/2016
January	First Internal Exam II yr [Semester- IV]-UG	06/01/17 To 7/01/17
	First Internal Exam I [Semester-II]-UG	07/01/17 To 10/01/17
	National Youth Day	12/01/2017
	Last teaching day for the III year students-UG	20/01/17
	Health Camp - Dept of Bio Chemistry	20/01/17 & 21/01/17
	Republic Day Celebrations & Prize Distribution for sports	26/01/17
	Practical Prefinal Exam (III Year)-UG	23/01/17 to 04/02/17
	National Seminar- Department of Computer Science	
February	College Annual Day	
	First Internal Exam Sem-IV- PG:MBA	03/02/17 & 04/02/17
	First Internal Exam Sem-II & IV- PG:M.Sc./MCom.	04/02/17 to 06/02/17
	Farewell Day - UG	10/02/2017
	Pre Final Theory Exams for III year-UG	13/02/17 to 19/02/17
	Medha - Dept of Management Studies	18/02/2017
	Issue of SEE Application forms (I & II Year) Sem II & IV-UG	20/02/17
	Second Internal Exam II Yr [Sem - IV]-UG	23/02/17 to 25/02/17
	Second Internal Exam I Yr [Sem -II]-UG	25/02/17 to 28/02/17
	Gyan Tarangini Vyakyana Mala	27/02/17 & 28/02/17
	Commencement of Final Practical Exams (III Year)	
	Womens Day Celebrations	8/3/17
	Last date of registration for Semester II & IV Examinations-UG	8/3/17
	Farewell for PG Students	

March	Last teaching day for Semester-II & IV (I & II Year)-UG	10/3/17
	SEE Examintions (I & II Year) Sem II & IV-UG	16/3/17 to 01/04/17
	Second Internal Exam Sem-IV - PG:MBA	17/03/17 & 18/03/17
	Second Internal Exam Sem-II & IV - PG:M.Sc./MCom.	18/03/17 to 20/03/17
	Last teaching day for Semester-II & IV -PG:M.Sc./MCom.	27/03/2017
	National Seminar - Dept of Commerce	29/03/17 & 30/03/17
	Final Theory Examinations for UG Students (III year)	
April	Practical Examinations Sem-II & IV - PG:M.Sc.	03/04/17 & 04/04/17
	Semester-II & IV Practical Exams- UG	04/04/17 to 15/04/17
	Last teaching day for Semester-IV -PG: MBA	08/04/2017
	SEE Examintions Sem II & IV-PG:M.Sc./MCom.	10/04/17 to 20/04/17
	SEE Examintions Sem IV-PG:MBA	17/04/17 to 29/04/17
	Summer Vacation	17/04/17 to 31/05/17
June	Reopening after summer vacation	01/06/2017
	Commencement of UG Semester III/ V and PG Semester III classes.	5/6/17

(Dr. Y. ASHOK)
PRINCIPAL 6|6|2017
Bhavan's Vivekananda College of Science
Humanities & Commerce
Sainikpuri, R.R. (Dist.)

FEEDBACK FROM STUDENTS ON CURRICULUM (UG)

a. Stream:		B.COM REG	B.COM COMP.	B.COM HON.	BBA	BCA	LIFE SCIENCES	PHYSICAL SCIENCES (UG)	BA
Did you find the syllabus adequate?	Y	88%	90%	95%	94%	90%	73%	90%	85%
	N	12%	10%	5%	6%	10%	21%	10%	15%
Was there any overlap of syllabus?	Y	10%	5%	---	---	----	20%	10%	------
	N	90%	95%	------	------- -	-------	80%	90%	-------
Did the college have enough of study material like, reference books,journals , question papers,etc?	Y	80%	80%	90%	92%	95%	90%	85%	90%
	N	20%	20%	10%	8%	5%	10%	5%	10%
Do you find this syllabus job oriented?	Y	80%	85%	85%	90%	75%	60%	87%	62%
	N	20%	15%	15%	10%	25%	40%	13%	38%
Were the practical's (if any) prescribed in the syllabus adequate to enhance your skills?	Y	-------	------	------	------	80%	85%	86%	------
	N	------	------	------	------	20%	15%	14%	------
Did you find it difficult to adapt yourself from the annual pattern to the semester system	Y	10%	10%	10%	12%	16%	8%	10%	13%
	N	90%	90%	90%	88%	84%	92%	90%	87%

FROM	FEEDBACK
STUDENTS	B.COM(H) • Syllabus completion in V semester is very vast • SEC courses to be conducted • Students are not able to manage project work and placement • Number of subjects to be decreased • Open book system exam • More books in the library B.COM(C) • Use of latest software for computer practical • Syllabus completion is very vast • Request for no extra classes • More books related to the course • One library hour in the curriculum • More interactive classes or sessions B.COM(R) • Backlog exams should be conducted in every semester • SEE exams and IPCC exams overlapping B.A • Modified syllabus in modern language • Introduction of practical BCA • More practical sessions • Field trips related to curriculum • Additional course on ethical hacking • More depth in C languagesyllabus • More class tests BBA and MBA • Requested for case studies classes every weekend • Syllabus should be more practical oriented than theory oriented • Projects to be research based than literature based

	LIFE SCIENCES • Requested for more textbooks in genetics and chemistry • Increase the duration of CIA-2 exam by 15min • Found the daily assessment on practical useful • Requested for special classes for entrance exam • Found the math in genetics difficult to follow • Requested for weekly tests to be conducted • Requested for one hour sports in curriculum • Include Bioinformatics in the curriculum • Bridge course in computers ,economics, finance • PG program-Microbiology and Biochemistry requested for project in the final year and increase in field trips PHYSICAL SCIENCES • Requested for soft skills to be included in the curriculum of final year • Requested for adequate material to appear for IIT, JAM ,NIT • Suggested for honors course • Suggested for courses like - Speed Math, History, Geography, Public Administration to be included in the curriculum • Suggested for coaching for PG entrance exam • More access to library books • More field trips and guest lectures • Statistics students suggested that analysis should be given as project • More value added courses • More practical oriented courses • Co-curricular activities should be a part of curriculum
PARENTS	• Found the syllabus adequate • Requested for only one exam per day for CIA exams • Lecture classes to be reduced to 45min • Increase more number of lab hours • Many parents were very grateful and appreciated the placement cell for the wonderful job that they are undertaking
ALUMNI	• Include e-commerce in the syllabus • Commerce alumni felt that the curriculum should be more practical oriented • Life sciences students felt that the curriculum should be based on conceptual understanding • Human genetics syllabus to be increased • 3-6 months project work in the UG program • BCA alumni requested for more updating in the practical

	syllabus • Physical sciences requested for more training for competitive exams • MBA and BBA requested for the curriculum to be more case oriented and more practical syllabus to be introduced
INDUSTRY	• Amazon- satisfied with the curriculum but felt that the students lack clarity and thought process • Franklin Templeton- Satisfied with the curriculum but students lack communicative skills and preparedness for interviews.

Annexure II(ii)

SAMPLE OF STUDENT FEEDBACK FORMAT

BHAVAN'S VIVEKANANDA COLLEGE OF SCIENCE, HUMANITIES & COMMERCE, SAINIKPURI

STUDENT'S FEEDBACK FORM 2016-'17

CLASS: B.Com. III H 1

NOTE:
1. Please mark on a scale of 1 to 5, 1 being the lowest and 5 being the highest.
2. Decimal marks must not be given. No '0's(zeros) and no '-'s(blanks/dashes).
3. Please mark with blue or black pen only. Avoid overwriting the mark.
4. Please feel free to express your opinion on any matter in the space provided under Suggestions.
   You may continue the suggestions on the reverse side. It will be kept totally confidential.
   Your positive, sincere and honest remarks will help us to improve the standard of the college.

SUBJECTS	SUBJECT KNOWLEDGE	CLASS CONTROL	METHOD OF TEACHING	COMMITMENT /SINCERITY	COUNSELLING	COMMUNICATION SKILL	PUNCTUALITY	APPROACHABILITY
FM								
BL								
CMA								
HRM								
MM								
BEIB								
E-COM								

Suggestions:

FEEDBACK PROCEDURE/ANALYSIS

'A teacher affects eternity; he can never tell where his influence stops.'   -   *Henry Adams*

Effective feedback, both positive and negative, is very helpful and valuable information that can be used to make important decisions. Top performing organizations *are* top performing because they consistently search for ways to make their best even better. For top performing organizations, 'continuous improvement' is a true focus based on feedback from across the entire organization – customers, clients, employees, suppliers, vendors, and stakeholders. They are not only good at accepting feedback, they deliberately ask for feedback. In addition, they know that feedback is helpful only when it highlights weaknesses as well as strengths.

Effective feedback has benefits for the giver, the receiver, and the wider organization. By asking for feedback, it can actually motivate employees to perform better and can be used to build better working relations.

Feedback can improve performance. Feedback is often mistaken for criticism. In fact, what is viewed as negative criticism is actually constructive criticism and is the best find of feedback that can help to formulate better decisions to improve and increase performance. Feedback is a tool for continued learning. Invest time in asking and learning about how others experience working with your organization. Continued feedback is important across the entire organization in order to remain aligned to goals, create strategies, develop products and services improvements, improve relationships, and much more. Continued learning is the key to improving.

The college aims to offer the best possible environment and learning experience to encourage students to perform to their full potential. Students play a critical part in the evaluation, development and enhancement of the quality of this learning experience. Towards this, 'Feedback' from students allows the college to evaluate how its most important group of stakeholders, namely its students, view their faculty. Like Sarah Almy, director of teacher quality at The Education Trust, Washington said, "Like all professionals, teachers want, and need and deserve evaluation processes that accurately identify their strengths as well as areas in which they need to improve. When done correctly, evaluations can be powerful professional development tools."

The college has been practicing the assessment of faculty by the students across all streams, for both UG and PG for the last nine years. Each lecturer is assessed on eight parameters (format enclosed) and is marked on a scale of five. Students are asked to complete a brief feedback form, on an anonymous basis, towards the end of the academic year/ semester.

The statistics that are computed are:
1. Overall score for each subject.
2. Overall score for each subject, for each parameter for each lecturer.
3. Overall score for each lecturer for all subjects he/she takes.

Model Format

TEACHER'S FEEDBACK ANALYSIS - 2016-'17

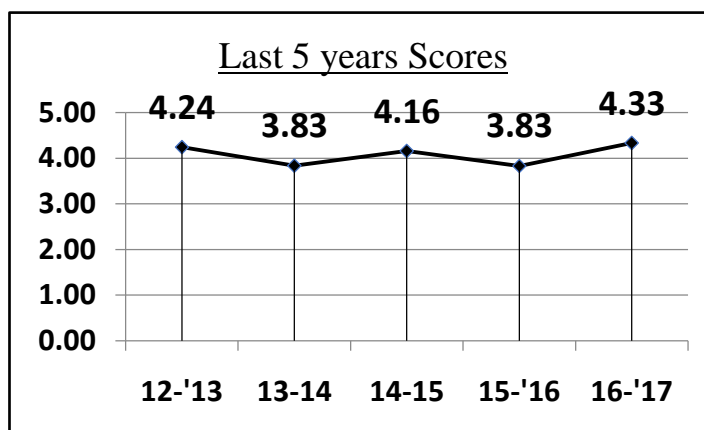Ms.ABC   DEPT. OF XYZ

PARAMETERS	CL 1 1 SEM	CL 1 2 SEM	CL 2 1 SEM	CL 2 2 SEM	CL 3 1 SEM	CL 3 2 SEM	CL 4/A	CL 4/B
	SUB 1		SUB 2		SUB 3		SUB 4	
SUB. COMP	4.2	4.3	4.1	4.3	4.5	4.4	4.4	4.7
CL.CONT	4.3	4.2	4.5	4.4	4.8	4.8	4.1	4.8
MTHD TCH	4.1	4.0	3.7	3.8	4.3	4.2	4.3	4.6
COMM/SINC	4.2	4.1	4.2	4.3	4.7	4.4	4.6	4.7
COUN	4.0	4.1	3.8	4.2	4.3	4.1	4.5	4.6
COMM.SKILL	4.4	4.3	4.3	4.1	4.6	4.7	4.8	4.8
PUNCT	4.3	4.2	4.6	4.3	4.7	4.8	4.7	4.8
APPR	4.1	4.1	3.9	4.1	4.2	4.3	4.6	4.8
AVERAGE	4.2	4.2	4.1	4.2	4.5	4.5	4.5	4.7

<div style="color:red">4.33</div>

MM - Maximum Marks

MO - Marks Obtained

YEAR	MM	MO
12-'13	5.0	4.24
13-14	5.0	3.83
14-15	5.0	4.16
15-'16	5.0	3.83
16-'17	5.0	4.33

Last 5 years Scores

4. Overall department-wise scores.
   (Note: There are lecturers teaching allied departments / subjects.)
5. Overall faculty-wise score.
6. Comparative scores of toppers in each department for both UG and PG.
7. Comparative scores for all faculties for any current year for each department.
   Model Format

	LECTURERS	2016-'17	2015-'16	2014-'15	2013-'14	2012-'13	2011-'12	2010-'11
DEPT. PQR	A	4.52	4.1	4.34	4.38	4.07	3.8	3.91
	B	3.82	4.21	-	3.97	4.12	3.66	3.99
	C	4.70	4.63	4.71	4.59	4.82	4.87	-
	D	3.52	3.58	3.7	3.39	4.11	3.92	-
	E	4.51	4.28	4.43	4.49	4.30	4.75	-
	F	4.04	3.68	4.19	3.797	3.98	-	-
	G	3.62	-	-	-	-	-	-
	H	4.35	3.92	3.49	3.19	-	-	-
	I	4.64	4.53	-	-	-	-	-
	J	4.41	4.27	4.44	-	-	-	-

8. Comparative scores for all PG lecturers for any current year.
9. Comparative scores for all UG and PG lecturers taken together for any current year.
10. Inter-department toppers for all UG and PG lecturers taken together for any current year.
11. Intra-department toppers for all UG and PG lecturers taken together for any current year.
12. Average score of lecturers taken together with percentage of scores above and below the average.
    Model format:

OVERALL AVERAGE =	4.144	
"A" IS ABOVE AVERAGE		
"B" IS BELOW AVERAGE		
GRADE	NO.	%AGE
"A" -	66	57.39
"B" -	49	42.61
TOTAL	115	100

It is seen from the above that feedback procedure adopted by the college is comprehensive, evaluative and appraisal in nature. It helps the college in assessing the direction to be adopted in counselling the teaching staff for improvement/ development. It also helps the college authority to adopt any mid-course corrections for betterment of the college.

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Best Practice-1

Title of the practice: ACTIVE ENGAGEMENT WITH ALL STAKEHOLDERS

Everyone involved in the success and welfare of the college and its students are stake holders. Students, teachers, parents, management committee/advisory committee, alumni, community, business/industry, all entities who have a personal, professional, social, civic or financial interest or concern with the college are stakeholders.

Objectives:

- To promote better co-ordination and smooth functioning of the college.
- To bring in the best advice and expertise in support of the institution.
- To secure community support in all decisions/governance/ and advocacy activities.
- To involve community stake holders in the planning and improvement process.
- To make the institution function as an organic whole and serve the society.

The Context

Active engagement with all stakeholdersis considered central to the success and improvement of an educational institution. A growing number of educational reformers and reform movements advocate for more inclusive, community-wide involvement in the improvement process. The general theory is that by including more members of the community in the institution, they can foster a stronger sense of "ownership" among the participants. In other words, when the members of an organization or community feel that their ideas and opinions are being heard, and when they are given the opportunity to participate authentically in the planning or improvement process, they will feel more invested in the work and in the achievement of its goals, which will therefore increase the likelihood of success.

Practice:

Bhavan's Vivekananda College values the role of every stakeholder whose interest lies with the college. The college understands the importance of the coordinated effort of all stakeholders for the smooth functioning of the college.

Student

The student is the primary stakeholder and benefactor of the system. The Principal involves all the student segments to express their ideas, suggestions and engages them along with the staff in decision-making. A democratic atmosphere is created by inviting students to discuss their interests, needs, and preferences in college matters. A student council committee exists in the college which addresses the various grievances such as infrastructure facilities, academics, sports facilities, etc.

Teacher:

Teachers as frontline educators are in direct contact with the students and they can understand the student needs better. They can use their experience for educational enrichment both in terms of academics as well as in instilling the right   moral, social, ethical values to contribute for the holistic development of students.

Parent:

Parents are also one of the major stakeholders because they are concerned with the future of their children. Parent interaction can provide a broader community perspective and a public point of view that is a valuable input for the growth of the institution. Involvement of parents in the progress of their ward and in college activities such as providing guest lectures, sponsorship, industrial contacts, etc., help in the smooth functioning of the college.

Alumni:

Alumni share a sense of pride and belonging with the college. Alumni coming from different walks of life are a powerhouse of talent and expertise which can be harnessed to bring about reforms in learning outcomes and in managerial process. Alumni can be a very large contributing factor in the success of any institution. For example, alumni are members of BOS, provide scholarships, sponsorships, placements, guest lectures, industrial contacts, etc.

Advisory/Management committee:

They provide the necessary guidance and direction to policy making and contribute significantly in the development of the institution through their vast experience. They also contribute in their unique capacity to enhance the transparency and accountability of the institution.

Evidence of Success

1) The student-teacher interaction is at the heart of all learning process. Results, interaction with students shows mid-course correction if required, make a buddy system wherein weak students are engaged with academically strong students; teachers motivate the students to participate in extra-curricular/co-curricular/sports and other activities.
2) The college constantly engages with the parents and keeps them posted with their wards performance and also about the college activities and achievements. It organizes parent-teacher meetings to discuss the progress of the students and also to share relevant concerns like discipline, poor grades, and other issues.

3) All major organizational, infrastructural or instructional changes are discussed with the concerned stakeholders well in advance. For example, when the college applied for NAAC Accreditation and Autonomy, it took all the concerned stakeholders into confidence before embarking on the project.

4) The alumni are invited on Fresher's day and college Fests to inspire the students and to show the way forward. Alumni are members of BOS, provide scholarships, sponsorships, placements, guest lectures, industrial contacts, etc.

5) The college Principal is the main focal point through which all the stakeholders are engaged effectively.

Problems encountered and resources required

- **To mobilize resources and services from the community in support of the college and its activities.**

  The institution raises funds through students by approaching business units and entrepreneurs to sponsor for various events. It is indeed a challenging job for the students to exhibit their promotional and convincing skills to pool the funds.

- **To encourage the parents and the broader community to provide suggestions for various college activities.**

  Parents are normally student-centric discussing only about their child's progress in studies and extracurricular activities. It becomes difficult for them to provide suggestions for various college activities.

- **To encourage parents to devote more time and involvement in the holistic development of their ward.**
  Both parents are working to maintain the standard of living and to fulfill the needs of their children and hence are not able to devote time **in the development of their ward.**

Best Practice-2

Title of the Practice:

CELEBRATION OF MYRIAD CULTURES AND FESTIVALS IN THE CAMPUS

Festivals are an integral part of our rich and varied culture. Festivals bring in great joy and happiness into our lives. This is the time when faculties and students forget all their worries and bond with each other. Festivals introduce positivity and help us to create emotional balance and act as stress busters.

Objectives:

- To introduce colour and festive spirit into the campus.
- To strengthen the diverse socio- cultural fabric of our nation.
- To preserve our national and cultural heritage.
- To be more open and inclusive to other cultures.
- To provide greater opportunity for bonding and team spirit.
- To promote national unity/integrity.

The Context

Education is conceived as a systematic effort for the holistic development of the student which includes instilling our age-old values, traditions and customs. Culture provides the individuals with definite patterns of behaviour and values which guide their conduct in different walks of life.

Education has a dual function to perform.

- To transmit cultural heritage.
- To improve the society.

It is through culture that we can prepare the students to be inspired from our rich past, to live in the dynamic present and to face the challenging future.

Festivals teach us to connect better with our society, to share our resources and to live in peace and harmony.

Festivals also teach us to live in harmony with mother earth and to preserve its valuable resources. They promote community welfare, social responsibility, and national unity and instil pride in our national and cultural heritage.

Practice:

Celebrations at Bhavan's Vivekananda College have become an integral part of joyful learning, community building and promotion of thought provoking process through art and culture.

All major national festivals, socio-cultural festivals and others related to environment are celebrated with great enthusiasm, fervour and pride. Understanding the culture of a nation, people, or group, the arts, beliefs, customs, practices, values, and social behaviours lies at the heart of Bhavan's Vivekananda College. By attending cultural events, BVC student experiences the firsthand diverse offerings of culture and artistic expression found in a community.

Education cannot happen just in classrooms; it must go beyond the walls of the classroom. Watching a play performed live is quite a different experience than reading a play from a book. Through attendance at events, BVC students broaden their horizons and gain unique insights into their own culture as well as a broader global perspective of our world's diverse cultures.

National festivals are celebrated in college to commemorate the great leaders and great historic events of national importance. Whenever these festivals come, they create an atmosphere of patriotism in the minds of Bhavan's students. Every year the college celebrates Republic Day in a magnificent manner with the NCC parade organized by NCC team of the college followed by flag hoisting, patriotic programmes, where students from all the streams gather to see the entertaining cultural tableaux, speeches by the students are given in languages like Hindi, English, Telugu , Sanskrit and French.

The role of a teacher in building a civilized society is hailed during the teacher's day celebration which is celebrated on the birth anniversary of India's first vice president Sarvepalli Dr. S Radhakrishnan. Students in the college arrange a special program to express their love and appreciation for the teachers.

Independence Day is celebrated on August 15th every year in the college by conducting various cultural activities and embarking the patriotic feeling by flag hoisting ceremony, motivational speech head of the institution and singing patriotic songs by the students and NCC parade by the NCC students. The NCC march-past in a disciplined manner gives the audience a sense of integrity and dignity. Student's cultural programs create a spark of patriotism amongst the crowd. A week before the day of celebrations students enthusiastically get engrossed in preparing themselves for the program.

Evidence of success

Our college celebrates all national festivals like Independence day, Republic day, Gandhi Jayanthi, Teachers day, Women's Day, World Environment Day etc.

Irrespective of the diverse cultures prevailing in the institution, colorful festivals like Batukamma, Navaratri, and Ganesh Chaturthi are also celebrated in the campus with great enthusiasm. Big cultural shows are organized to mark the festivities.

The essence of these festivals are showcased in the form of dance, drama, food, ethnic dressing, debates,discussions and a variety of hands on activities and projects.

Swami Vivekananda's birthday is celebrated as the **National Youth Day** under the aegis of **Vivekananda Institute of Human Excellence, Ramakrishna Math, Hyderabad**. Students are

given orientation lectures on philosophy and spirituality. Programs and competitions are held for students on this day.

Great Indian personalities and leaders are commemorated and remembered for their yeoman service and contribution to our national integrity and heritage.

Yuvamahotsav, which is a cultural festival celebrated every year on the occasion of Dr.K.Munshiji's birthday, is a platform for all the students to showcase their talent. In addition to the cultural events,

Problems encountered and resources required

- To organize all festivals on a large scale.

  Every year cultural and educational fests are organised in the college. The main challenge faced by the institution is to balance both academics and cultural fests. Without compromising on the academics, it becomes difficult to celebrate each and every festival on a large scale.

- To be more creative and explore new ways of celebrating festivals every year.

  Every year in the college festivals are celebrated in a very enthusiastic way. It becomes quite difficult to be more creative and novel to explore new ways of celebrating festivals every year.

- To popularize eco-friendly practices through our festivals.

  Every year the college organises the promotion of eco friendly Ganesh idols in a creative way. There need to be more innovative ways for the same like students making kites on their own, etc.

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