YEARLY STATUS REPORT - 2022-2023

Part A
Data of the Institution

1.Name of the Institution	Prabodhan Education Society's Vidya Prabodhini College of Commerce, Education, Computer and Management
• Name of the Head of the institution	Dr. Bhushan V. Bhave
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08322410500
• Mobile No:	9673123355
• Registered e-mail	vidyaprabodhinigoa@gmail.com
• Alternate e-mail	iqacvpce@gmail.com
• Address	Vidyanagar,
• City/Town	Alto-Parvari
• State/UT	Goa
• Pin Code	403521
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Grants-in aid**	
• Name of the Affiliating University	**Goa University, Goa**	
• Name of the IQAC Coordinator	**Dr. Anil T. Thosare**	
• Phone No.	**08322410500**	
• Alternate phone No.	**08322413600**	
• Mobile	**9082412137**	
• IQAC e-mail address	**iqacvpce@gmail.com**	
• Alternate e-mail address	**vidyaprabodhinigoa@gmail.com**	

3.Website address (Web link of the AQAR (Previous Academic Year)	https://vidyaprabodhinicollege.edu.in/naac/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://vidyaprabodhinicollege.edu.in/disclosure/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**2.73**	**2017-18**	**26/09/2018**	**25/09/2023**

6.Date of Establishment of IQAC	**15/10/2015**

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
NIL	**NIL**	**NIL**	**NIL**	**NIL**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	4	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	Yes	
• If yes, mention the amount	4,30,000	

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

1. Organized FDP on Outcome-based Education 2. Implemented initiatives for Energy and Water Conservation 3. Promoted Green initiatives on the Campus 4. Scholarships for deserving students 5. Conducted Skill development courses for students

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

Plan of Action	Achievements/Outcomes
To organize FDP on Outcome-based Education	Conducted two FDP on Outcome-based Education for faculty members.
Implement initiatives about Energy and Water Conservation	Set up Rain water harvesting plant and Solar panels
Promote Green initiatives Campus	Set up smart garden
Scholarships for deserving students	The college provided scholarships to 153 deserving students.
Conduct Skill development courses for students	Conducted 19 certificate courses during the academic year

13.Whether the AQAR was placed before statutory body?	Yes	

- Name of the statutory body

Name	Date of meeting(s)
IQAC	25/11/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	10/01/2023

15.Multidisciplinary / interdisciplinary

The college is affiliated to Goa University and offers B.Com and B.A.B.Ed. programmes. To implement the multi-disciplinary / interdisciplinary mode of education the college has prepared the following plan.
1. To meet the student strength of a minimum of 3000 as well as to offer more variety of programmes the college envisages becoming a part of the cluster that includes the colleges offering programmes in various disciplines. This will help college students to take up courses from varied disciplines.
2. To eliminate the disadvantage of the geographical distance between the cluster colleges some of the courses will be offered through online/blended mode.
3. The college already has employed the faculty in fine arts, performing arts, and physical education for B.A.B.Ed. programme; the B.Com students will also be allowed courses like fine arts, performing arts, physical education, etc.
4. Courses from both the programmes will be offered to the students.
5. The college has signed MoUs with different organizations to offer a variety of courses to the students. e.g. MoU with the Bombay Stock Exchange Institute has begun the course in the stock market.
6. The college runs the IGNOU center (no. 08033) which offers 10 UG and 2 PG programmes.
7. The students will also be encouraged to take up the courses from online platforms like SWAYAM.
8. New courses will be designed along with the cluster institutions.

16.Academic bank of credits (ABC):

The institution runs its Bachelor of Commerce program under CBCS. The college has implemented an LMS system named 'Integrated Academic Information Management System' (IAIMS), developed by the Directorate of Higher Education, Government of Goa. Using this

portal examination results are prepared and the record of credits earned by students is stored in a centralized system. However, the implementation of the Academic Bank of Credit depends upon the Goa University to which the College is affiliated, and the Directorate of Higher Education, Government of Goa. Also, the affiliating university needs to implement CBCS in the BABEd program offered by the College. The College has upgraded its IT infrastructure to complement the needs of the implementation of ABC. The college has already engaged sessions for students as well as faculty members on the concept of ABC. Further to mention the college has completed the creation of the ABC id for all the enrolled students during the academic year 2022-23. The College shall abide by the curriculum and structure prepared by the affiliating university concerning ABC.

17.Skill development:

The college mission statement aims at integration of conceptual knowledge, application of skills, basic human values and field realities, thereby nurturing competent, value based and resourceful citizens, who selflessly contribute to Nation Building by serving the nation above self. Besides teaching of regular curriculum, the college organises various short-term courses for the skill development of students and provide them exposure towards identifying their potential in areas beyond those taught in the regular curriculum. In alignment to the NSQF, the courses develop the knowledge of facts, principles, processes, general concepts and a range of cognitive and practical skills required to generate solutions to specific problems, in a field of work or study. Some of the notable steps taken by the college are as follows.
1. MoU is signed with the Bombay Stock Exchange Institute (BSEI) and Policy Advocacy Research Centre (PARC) and started Certificate program in Indian Financial Markets and Financial Services Sector.
2. MoU with Jan Shikshan Sansthan Goa assisted by the Ministry of Skill Development and Entrepreneurship, Govt. of India and started a course in Room Attendant.
3. Commenced course on Oral History, Cloth Banner making, and Journalism.
4. Conducted seminars on various topics in areas like employability, entrepreneurship, etc. by inviting industry experts.
5. Internships, as an integral part of the Education program that helps students develop the necessary vocational skills to be efficient teachers.
6. To inculcate constitutional and human values such as truth, righteous conduct, peace, love, non-violence, scientific temper,

citizenship and life skills, various activities such as blood-donation camp, Ghar Ghar Swachhta Abhiyan, Swatchha Bharat Students internship, Cleanliness drive, tree plantation drive, water body restoration drives, and peace rallies are organized and students are oriented about the purpose of the activity rather than encouraging name-sake participation.

7. Celebrating International Yog Day, World Aids Day, Gandhi Jayanti, and other such days are the college's ways to promote the values among students.

8. College runs an IGNOU centre that offers 10 undergraduate and 2 post-graduate, programs to the students. As the college is an affiliated college to the university, there exists a limited scope towards designing the credit structure that includes vocational skill-based courses.

Besides these, the college plans to implement the following:
1. Start an internship programme for the B.Com students by engaging with the industry through the 'Industry-Academia Platform'.
2. Develop and implement the skill-based course by understanding the needs of the industry.
3. Sign MoU with an industrial training institute to integrate vocational courses with the curriculum.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

1. College faculty adopts the bilingual approach in day-to-day teaching. This encourages interaction and a better understanding of the concepts.
2. The college has signed MoU with the Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Vardha to start certificate and Diploma courses in Hindi.
3. In efforts to preserve and promote Indian languages, Indian ancient traditional knowledge, Indian Arts, Indian Culture and traditions the college has introduced the subject of performing art into the B.A.B.Ed. curriculum that includes Indian Folk Art and Indian Contemporary art in their syllabus. This enables the students to learn different Indian folk art.
4. The college faculty members also contributed to recording (in Konkani language) of lectures done under 'DISHTAVO' project initiated by Directorate of Higher Education, Govt. of Goa to give Goan students access to online lectures.
5. The College had organised a Yuva Sahitya Sammela to give exposure to the budding writers and poets in Konkani and exhibit their talent and learn from the guidance of experienced personalities from Konkani literature.

6. To bring the Indian knowledge system into practice the students used Indian folk art as a theme for morning assembly for an entire week. Wallpapers on Indian folk art were made and displayed, students also presented small seminar on the same.

7. Ghumat Vadan (a Goan Folk instrument) certificate course was organised to impart the skill of Ghumat playing to the budding artist.

8. Every day the College conducts the morning assembly where students recite Saraswati Prarthana, the National Anthem, and presentations on various topics related to the nation, environment, culture, etc.

9. The college has already Tied up with the Indian Council for Cultural Relations (ICCR), New Delhi for creating Youtube content in local language folk art forms.

10. The college has established the center of learning Sanskrit recognised by Central Sankskrit University, New Delhi.

To integrate Indian traditional knowledge the Institution has the following plans:

1. Digitalize Goa's oral tradition of folk songs, folk music, and folk tales.

2. Organise workshops, seminars, and exhibitions on language games.

3. Collaborate with Goa Ayurveda College to carry out the scientific collection of traditional medicines and research (Traditional names and their importance). The college will act as a bridge between village traditional medicines and the Ayurveda Institute.

4. Promotion of Goan food, emphasizing its nutritional value.

5. College proposed to tie up with state language academies to organize national/state-level youth writers' conferences, workshops, seminars on the use of computers and machine translations etc. in the development of languages.

6. To start certificate courses in Sanskrit language.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

- The college offers two programmes that include a Bachelor of Commerce, & Bachelor of Arts and Bachelor of Education (a four-year integrated Programme). All courses offered under both programmes are prescribed by Goa University.
- The objectives and outcomes of all courses are displayed on the website as well as printed on prospectus every year.
- The college has organized two workshops for teachers on POs & COs, Bloom's Taxonomy & attainment of Programme outcomes

- towards outcome-based education.
- College plans to implement the outcome-based education for all its courses, and attainment of POs and COs.
- Besides this to implement institution's mission, the college will offer various courses, conduct programmes by establishing well defined objectives and outcomes.

20.Distance education/online education:

- The college has a well-placed three-pronged strategy concerning the teaching-learning process, which is functional in an off-line, online, and blended mode(e-learning).
- All the classrooms function as smart classrooms wherein teaching is carried out through the use of smart boards/interactive boards.
- The classrooms are well-equipped with smart boards and AV systems.
- The Institution also has a well-equipped ICT laboratory where in 35 computers are made available to the students.
- The college library provides excess to various online databases which are subscribed through INFLIBNET and DELNET wherein the students have excess to over a lakh of e-books and journals.
- Besides, the students are allowed to submit their assignments and project work through online mode to their respective teachers, in addition to delivering lectures in the classroom in an offline mode.
- College teachers have also rendered their services towards the successful recording of videos for the 'DISHTAVO' project an initiative of Directorate of Higher Education, Govt. of Goa. Along with video recording of the lectures, the faculty members of our college have also contributed in making available notes and assignments of the video lectures in an online mode.
- However in an attempt to meet the requirements of NEP 2020, wherein 40% of the teaching-learning process has to be executed in an online /digital mode the following plans have been envisaged by the institution for effective teaching-learning.
- More focus is to be placed on a blended teaching-learning process wherein both offline/face-to-face, as well as online/digital mode teaching practices, shall be carried out through the recording of videos of his/her classes.
- Establishing of a video/recording room wherein video recording of the lectures can be done.
- Guiding the students to register themselves on the

- **SWAYAM Portal whereby they can attend more programmes covering varied subjects**
- **Designing a hybrid mode of teaching-learning process wherein the students can attend the classes in a synchronous mode thereby allowing students more flexibility of time.**
- **Purchasing more sophisticated technological software to help disseminate knowledge to a larger community of students (live virtual classrooms.)**
- **Designing online/digital vocational classes for the students enrolled at the college to further enhance their employability.**
- **Starting of MOOCs progammes. Encouraging mobile learning and teaching students how to use open educational resources.**

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**238**

File Description	Documents
Data Template	[View File]

2.Student

2.1 Number of students during the year	**741**

File Description	Documents
Data Template	[View File]

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**130**

File Description	Documents
Data Template	[View File]

2.3 Number of outgoing/ final year students during the year	**203**

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**42**
Number of full time teachers during the year	

File Description	Documents
Data Template	[View File](#)

3.2	**14**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1	**18**
Total number of Classrooms and Seminar halls	

4.2	**57.89662**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**53**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- **The College prepares the prospectus that contains program structure and courses offered for every semester.**
- **The faculty members submit the teaching plans, which areuploaded to the IAIMS (LMS) portal. The teaching plan contains Learning objectives, Learning Outcomes, the title of**

- the topic/unit, the number of sessions, dates of the sessions, outcome measurement tools, references, etc.
- Digital platforms like the Institutional website, Google Classroom and WhatsApp are used for effective curriculum delivery.
- Practicum forms a core element of the B.A.B.Ed. program and requires continuous inputs and close monitoring: Lesson Observation, Micro Teaching, Peer Teaching, Internships, Practice Teaching, Physical Education, Working with Community, Performing Arts and Fine Arts.
- The research/field-based projectis a compulsory course offered as a part of the third-year syllabus of B. Com and B.A.B.Ed.
- The College conducts certificate courses in select subjects to ensure that updated and relevant knowledge upgradation takes place continuously.
- The faculty members have contributed total of 324 modules offour quadrants in the project DISHTAVO, e-learning portalof the Directorate of Higher Education, Government of Goa which is a full-fledged digital learning platform for the students of both the Programs of the College. Portal contains videos of all courses offered at UG programme in English and Konkani language.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://vidyaprabodhinicollege.edu.in/college_library/, https://vidyaprabodhinicollege.edu.in/wp-content/uploads/2022/06/VPCCECM-Prospectus_2022-23.pdf

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

- The institution strictly adheres to the academic calendar issued byGoa University.
- The college Timetable Committee prepares thetimetable and notifies the same through the college website, notice boards and WhatsApp groups. The timetable is implemented fromthe commencement of each semester.
- The continuous internal evaluation is planned by the College taking into consideration the last teaching day of each semester as notified by Goa University.
- The ISA Monitoring Committee prepares the time-table for ISA

- and the same is uploaded on the College Website. Each Faculty Member prepares a schedule for the subsequent components of ISA and informs the students along with assessment criteria.
- The ISA Monitoring Committee notifies the timeline for the conduct of all the modes of ISA components and the same is communicated to the faculty members during the staff meeting.
- The results are declared as per dates mentioned in the Academic calender.
- The college follows the vacation schedule as notified by Goa University.
- In short, each activity planned by the College during the academic year is based on the timeframe mentioned inthe Academic Calendar.

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 affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	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

2

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

19

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

677

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

677

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

1.3 - Curriculum Enrichment

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

- The institution lays emphasis on creating better citizens with moral characters and social values. This is reflected in the institution's Mission Statement and Objectives. To achieve these goals, the institution has listed focus areas that are integrated into the regular curriculum.
- A course titled 'Environmental Studies' is offered to the students in the First Year. Students have taken up projects such as cloth and paper bag-making for distribution in local communities. The cleanliness drives are held with lot of zest, where students, teachers and non-teaching staff participate in cleanliness drives conducted in institutional campus and community outreach programs are encouraged.
- The Career Guidance Cell of the College organises talks by industry experts from time to time.
- The institution has various committees through which activities such as Guidance and Counselling, Self-Development Skills, Gender Issues in Education, Population Education, Education for Human Rights and Peace, Inclusive Education, Event Management and Disaster Management to build self-sufficiency and social awareness among students.
- Courses like Co-Curricular Activities, Working with the Community and Work Experience, encourage students to reach out to the community through various projects.
- Courses in Fine Arts and Performing Arts encourage them to explore their hobbies, learn craft making and develop their aesthetic potential.
- The College has signed MOUs with the Goa Biodiversity Board and Dhavrukh for conduct of activities on environment protection and sustainable development.

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

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

14

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
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)	<u>View File</u>

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

396

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<u>View File</u>
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	https://vidyaprabodhinicollege.edu.in/disclosure/#tab-805812

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

232

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

86

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

- **The Admission Committee interacts with the students and parents during admission to know whether the student is a**

first-generation learner, parent's occupation, etc.
- The interaction continues in class, with teachers using creative ways to assess the student's capabilities.
- ISAs are conducted with theoretical and application-oriented questions and answers analyzed to identify slow learners.
- Teachers conduct Remedial Classes periodically for slow learners. Slow learners are encouraged to read the daily newspaper to improve their language skills, domain knowledge and vocabulary, followed up by the faculty with quizzes, spontaneous questioning and discussions.
- Advanced learners are groomed by the faculty to write academic papers, articles, short stories, poems are presented in webinars and other academic competitions.
- Advanced learners are identified and counselled to join professional programs and attempt competitive exams.
- Interactions with parents are scheduled at the time of examination results, Parent-Teacher Association meetings and telephonic calls.
- Counsellor conducts individual counselling sessions for slow and advance learners.
- Mentor – mentee program allows teachers to interact with the students and identify their needs.

File Description	Documents
Link for additional Information	https://vidyaprabodhinicollege.edu.in/academic-activities/
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
741	40

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

EXPERIENTIAL LEARNING:

- **Students are taught topics like Banking, Business Communication and Methodologies with a hands-on approach by writing and filing RTI applications and Teaching internships at schools.**
- **Investing in Mutual funds, Digital banking, planting trees, etc**
- **Students are involved in organizing college as well as state level events and competitions under various clubs.**

PARTICIPATIVE LEARNING:

- **Various short-term courses have been introduced to provide hands on experience**
- **Students participate in workshops, webinars, academic festivals and competitions at national and state-level, conducted by the institution and other bodies.**
- **Students are asked to download and analyze financial statements of various companies. (basics of banking/ financial management etc)**
- **Student-Teachers deliver micro-lectures and Peer teaching in class where their peers observe them, whereas for Practice teaching students visit various schools.**
- **Play-reading and read-aloud sessions, group and individual presentations are conducted.**

PROBLEM SOLVING METHODOLOGIES: Various real-life scenarios are simulated and students' ability to solve problems are tested and developed. Mock interview session, task-based group projects play crucial role in developing students critical and creative thinking ability. Students are given charge of committees in organizing events, during internship they are asked to organize talks.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	[https://vidyaprabodhinicollege.edu.in/academic-activities/]()

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

- **Teachers used ICT tools including online resources for teaching and learning processes during the academic year 2022-23.**

- **Teachers are effectively using ICT enabled tools like laptops, headphones, Smartboard, Interactive board, internet, video-lectures, PPT presentations, virtual labs, YouTube links, DISTAVO (e-contents) etc.**
- **Submission of assignments, projects, ISA papers were also done through google classroom, google forms and Gmail.**
- **Use of shodhganga, N-List, DELNET resources for references.**
- **Students were enabled to video record their lessons and upload it on cloud storage, which the concern faculty would observe and assess.**
- **The faculty are able to conduct daily classes with the help of online conferencing software, such as Google Meet, WebEx, OBS, Zoom, etc.**
- **To smoothen the process of submission of study materials and assessment, google classroom is used by the students as well as the teachers.**
- **WhatsApp groups have been made for all classes as well as by each subject teachers to ensure unhindered communication and transfer of data.**
- **Organizing webinars and workshops through online mode and live streaming it on the college's official YouTube channel is a regular practice.**

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

40

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

2.4 - Teacher Profile and Quality

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

12

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

14

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

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

2.4.3.1 - Total experience of full-time teachers

217

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.

Three statutory committees are constituted to handle matters related to examinations of the B.Com and B.A.B.Ed. programs namely, Examination Committee, Unfair Means Inquiry Committee and Grievance Committee

Goa University ordinance OC-66,deals with the Scheme of Examination for B.Com program. Similarly, Goa University ordinance OC-54, Section OC-54.3 deals with the Scheme of Examination for B.A.B.Ed. program.

The College appoints a three-member committee to monitor the ISA in the College, with one faculty appointed in-charge of each program. The ISA is conducted twice in a given Semester for Commerce and B.Ed. Methodology components and thrice for B.A. subjects, in written as well as alternative modes.

The schedule for the ISAs is notified to all at the beginning of the semester by publishing the same in the prospectuses of the two programs. The ISA carry 20% or 30% weightage depending upon the total marks allotted for the course.

A student who does not appear for a scheduled ISA is encouraged to answer the same at a later time. ISA papers of each component are assessed and the paper is solved and discussed in class. In case of group discussion, presentation and the like, feedback is provided after the discussion/presentation.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://vidyaprabodhinicollege.edu.in/wp-content/uploads/2023/03/2022-2023.pdf

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

The mechanism to deal with examination-related grievance is as per provisions of Goa University Ordinance OC-66, and Goa University Ordinance OC-54, clause OC-54.3.4, which stipulates that:

- **There shall be no revaluation of answer books of candidates at Semester-I to Semester-IV examinations. However, existing**

provisions in the University for revaluation/verification shall apply to Semesters V, VI, VII and VIII. Personal verification of marks shall be granted to the candidate in presence of the Principal/Vice-Principal and concerned Examiner, provided he has applied for the same along with payment of prescribed fees within one week of the declaration of result. Following shall be the procedure for verification of marks:

(a) On a notified day and time, which should be not later than 10 days afterreceipt of application from the candidate, the candidate shall be shown the answer book in the chamber of the Principal/Vice-Principal in presence of the Examiner concerned.

(b) If the candidate is not satisfied with the result on personal verification of answer book, he may apply to College Grievance Committee within a week.

(c) The College Grievance Committee shall take appropriate action as per the relevant Ordinance and inform the candidate of the decision taken accordingly.

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.

The College has two programs, B.COM and B.A.B.Ed., the details of which are communicated to students in the following ways:

- The College prepares the prospectus that contains program structure and courses offeredfor every semester.
- Course details are uploaded on the College website for the convenience of students, parents and teachers. Along with the course structures, the website carries course objectives, course outcomes and program outcomes to enable students to make an informed choice of the program they want to enroll in.
- The faculty of the College conducts counseling sessions with the students and parents to acquaint them with course details and learning outcomes, during the time of admission.

- The syllabus of each programme provides clear information about core courses, elective courses, fundamental courses, discipline specific courses and also the learning outcomes of different programmes. The syllabus also provides information about scheme of instruction and evaluation.
- The College organises an orientation program 'Diksha Samaaroh' at the beginning of the academic year to inform the students of the course details, examination pattern, student related activities, clubs etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://vidyaprabodhinicollege.edu.in/student-services/
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.

- The institution focuses on attainment of these objectives through regular evaluation and monitoring. The College believes that an integrated approach between academic curriculum and co-curricular/extra-curricular activities is important for the successful achievement of program and course outcomes.
- The institution evaluates the students' learning and performance through a regular internal and external examination using various evaluation techniques to ensure attainment of Cognitive, affective and psychomotor objectives. Various workshops, Lectures, short-term courses, filed trips are conducted time and again. Screening of subject specific films, role plays, group discussions, poetry recitations and many other events are regularly organised to achieve the set course outcomes.
- Through NSS activities, students are exposed to the social environment through activities such as Voters' Awareness Drive, Blood Donation camp, Anti-plastic Drive & cleanliness drive.
- Co-curricular and extracurricular activities aid students to learn and hone their personality, talents and skills helping them with their peripheral awareness. The Nisarg Club, Communication Club, History Club etc. ensure that students get necessary exposure.

- **Mentoring helps students with their academic requirements and enhances their academic performance. Each of the set course outcomes are connected to the college's vision and mission which is reflected in the college objectives.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://vidyaprabodhinicollege.edu.in/student-services/

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

145

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

2.7 - Student Satisfaction Survey

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

https://vidyaprabodhinicollege.edu.in/student-services/

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)

7

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

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

4

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	<u>View File</u>
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

78

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

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

5

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

3

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

1. 35 activities have been organised by various cells and department of the college in collaboration with Dhavruk, the NGO that works for environmental issues, Goa Biodiversity Board etc.

- A Special camp was organised by NSS unit of the college in which 38 volunteers worked for the community. During the camp, the unit collaborated with the NGO Dhavruk and organised a workshop on Rainwater Harvesting and installed a total of 8 rain water harvesting units in the villages of Hasapur, Chandel and Halli in the Pernem Taluka of Goa.

2. Red Ribbon Club in association with NSS Unit of the college organized Awareness Rally about Blood Donation, HIV/AIDS, COVID-19 and Mental Health.

- **52 student and faculty volunteers donated blood during the blood donation camp organised in collaboration with Blood Bank, GMC,Bambolim-Goa.**

3. In collaboration with Sanskar Bharati, Goa, the college organised a one-day Rangoli workshop and collective singing of Vande Maataram (100 participants)for public.

4. As a part of community outreach initiative, the departmentof commerce, invited NGOs/SHGs to display their stalls for the event "FEST-O-BIZ" along with students displaying their entrepreneurial skills.

5.All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self-confidence of students.

File Description	Documents
Paste link for additional information	https://vidyaprabodhinicollege.edu.in/academic-activities/#tab-687611
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

2

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
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

35

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

720

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

3.4 - Collaboration

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

140

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	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities,

industries, corporate houses etc. during the year

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution offers infrastructural facilities for a conducive learning environment.

- **The self-owned building houses 18 Classrooms with ICT facilities, high-speed Wi-Fi, LCD projectors, smart boards, Public Address System, and two-seater tables with chairs.**
- **The Library has 9260 books, 23 journals, 12 magazines, and 17 newspapers providing photocopying services and is fully automated using KOHA.**
- **The ICT Laboratory is equipped with 35-desktops having internet access, printing, and scanning facilities. A healthy student-computer ratio of 14:1 is maintained with 53-computers available for student use, supported by internet facilities like Goa Broadband Network(250-Mbps), DNA broadband service(300-Mbps), and with the entire campus being Wi-Fi enabled.**
- **Geography Laboratory has 20 seating capacity, equipped with latest GIS instruments, maps, tracing tables etc.**
- **IGNOU Study Centre (Code: 08033) serves as additional educational resources, providing support, and guidance to students.**
- **Faculty Room is Air-conditioned and has 50cubicles with lockers, printing facilities, Wi-F/LAN connectivity, and**

- Individual whiteboards/pinboards.
  - Department of Physical Education and Sports has a sports-room, multi-purpose indoor hall, and playground(4670sq.mt).

Other facilities include Counselling Centre, Creative Arts Room, Examination Room, Research andDevelopment Centre, Hostel etc.

This comprehensive infrastructure demonstrates the institution's commitment to providing a holistic and enriching educational experience.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://vidyaprabodhinicollege.edu.in/infrastructure/

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

Cultural Activities: The institution's vibrant cultural activities find their origins in the Creative Arts and Performing Arts Room. This versatile space houses a range of musical instruments, including the Harmonium, Tabla, and Tambourine. Additionally, it serves as a rehearsal space for theatre and performing arts. The institution boasts an impressive Multimedia System, equipped with state-of-the-art gear like the Studio Master ER AIR-8 sound mixer, Studio Master B400 active speakers, microphones, cameras, and Public Address systems. This support has enabled students and staff to excel in short film-making, multimedia presentations, etc.

Sports, Games (Indoor, Outdoor), Gymnasium, Yoga Centre, In the realm of sports, the institution's commitment is evident. Dedicated staff, including a full-time College Director of Physical Education and Sports, ensures the comprehensive development of the Sports Department. The institution provides extensive sports infrastructure, comprising a spacious sports room, a vast playground, and multipurpose halls for both indoor and outdoor sports events which also serve as Yoga Centre. These facilities accommodate the diverse sporting interests of students, fostering physical, mental and social well-being.

The institution has threeNational Service Scheme (NSS)units of 100 volunteers each, working dedicatedly to serve society, and in the

process shaping the lives of the volunteers.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://vidyaprabodhinicollege.edu.in/

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

18

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

18

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://vidyaprabodhinicollege.edu.in/classrooms/
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)

43.07835

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

4.2 - Library as a Learning Resource

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

- **Name of ILMS software: Koha**
- **Nature of automation (fully or partially): Fully**
- **Version: 21.11.01.000**
- **Year of Automation: 2014 (Updated with New Software in 2022)**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://vidyaprabodhinicollege.edu.in/college_library/

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)

3.45599

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

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

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

168

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

The institution maintains a proactive policy for upgrading its IT infrastructure, which includes Wi-Fi and other related services. The ICT Laboratoryhas 35 computer systems/Laptops. The Institutional Advisory Committee identifies and proposes ICT laboratory upgrades.

The Institution regularly upgrades its ICT infrastructures (physical/virtual assets). Decisions regarding the purchase/maintenance/upgrading/use of facilities are made in accordance with institutional policy.

The institution has appointed a Full-time System Administrator, a Computer Laboratory Assistant, and an MTS to assist staff with technical issues, troubleshooting, and guidance on utilizing college IT resources effectively.

The institution has opted for Goa Broadband Network (GBBN) with a speed of 250 Mbps since August 2022 and DNA broadband service since 2018 with a speed of 300 Mbps. The entire institution also has a Jio Wi-Fi facility. All of the computers and printers are connected through LAN.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://vidyaprabodhinicollege.edu.in/disclosure/#tab-80586

4.3.2 - Number of Computers

53

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

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

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

29.68667

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The Procedure for maintaining and utilizing Physical, academic, and support facilities is as follows:

- **The institution makes provision in its budget from non-salary grants for the maintenance of facilities such as the Library,**

Computer Laboratory, Geography Laboratory, sports facilities, etc. Fees paid by students are used for upgrading and maintenance of respective facilities.

- ICT-enabled classrooms are used for multiple purposes. The primary purpose is to conduct regular and remedial lectures for students as per the academic timetable.
- The institution offers its classrooms, to various government/non-government organizations for academic purposes.
- The office in charge conducts an inspection of the campus on a daily basis, and any discrepancy noticed is immediately reported and corrective measures are taken.
- A housekeeping worker is appointed for the maintenance of hygiene in the washrooms.
- The Institution has appointed a Full-Time Librarian, Librarian Grade I, and an MTS staff member. Special provision in the budget is made for library upgradation and maintenance.
- The ICT Laboratory can be used by all stakeholders as per the Infrastructure Utilisation Policy.
- Staff members and students can access the Wi-Fi facility by registering their devices.

Decisions pertaining to Purchasing/Maintenance/upgradation/usage of facilities are made as per the institutional policy.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://vidyaprabodhinicollege.edu.in/disclosure/#tab-80586

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

83

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	View File
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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

70

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

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

File Description	Documents
Link to institutional website	**Nil**
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

728

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

728

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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	**A. All of the above**

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

29

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

66

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
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

06

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

5.3 - Student Participation and Activities

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

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

27

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
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)	<u>View File</u>

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)

- **Participative decision-making is ensured through the students representation in various academic and administrative bodies as follows:**
  - **The Students' Council**
  - **Internal Complaints Committee- General Secretary, Class Representative, Ladies Representative**
  - **Student's Aid Fund- General Secretary**
  - **IQAC- General Secretary and Alumni Representative.**
  - **Anti-Ragging Committee – Class Representative (02)**
  - **Canteen committee - General Secretary and Ladies Representative**
  - **NSS Advisory Committee**
- **The College facilitates studentsrepresentation through the students Council. It has positions like General Secretary, Ladies Representative, and Class Representative, etc. They are also represented at the university through UCR elections.**
- **The Council of the college conducts various activities including seminars, extension activities,competitions etc.**
- **Every year it organizes Srujanotsav, an inter-class competition. It comprises events like dance, mime, skit, drama; best out of, etc. It helps students to shoulder responsibilities such as planning, organizing, and executing competitions.**
- **It also organized various events such as intercollegiate competitions in videography, invited lectures on the topics like personal health and hygiene, etc., and participated in various intercollegiate competitions organized by other institutions.**

- **Students representation in administrative bodieshelps tobringpracticality into decision-making and ease of implementation.**

File Description	Documents
Paste link for additional information	https://vidyaprabodhinicollege.edu.in/student-council/#tab-69041
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

56

File Description	Documents
Report of the event	View File
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)	View File

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

- **The College has around 602 enrolments in the alumni association and provides various services to the college in the form of career counseling, coaching for competitive examinations, providing financial assistance for Career development, and coaching support for sports events.**
- **They also donate trophies for the events, assist in tree plantation programs, helping hands in the organization of Special NSS Camp. NSS Unit also invites eminent alumni as guests, resource persons, and judges for various college events. There is a representation of Alumni on the IQAC**

Committee.

- For the academic year 2022-2023, alumni contributed ? 8700 towards membership fees.
- The alumni acted as an official for sports events on sports day and also the annual event "Srujanotsav". One of Alumni member provided stage decoration and his services as a 'compere' in the Srujanotsavprogram held during the year.
- The sports department and Alumni association organized a VPCIAN'S Cricket League. Altogether 72 alumni participated in the event.
- The Alumni Association in association with the Education Department of the College also organized a One-Day Workshop on preparing for GTET 2023 in which 69 students participated.

File Description	Documents
Paste link for additional information	https://vidyaprabodhinicollege.edu.in/alumni/
Upload any additional information	No File Uploaded

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

Keeping the institutional vision and mission at the forefront, the college has constituted variousstatutory and non-statutory cells/committees comprising of the management, principal, teaching-non-teaching members, students, parents, alumni, and several experts from the society as its members.

- The principal makes significant and routine decisions about different matters of the institution, such as purchases, organizing events, maintenance of college infrastructure and various teacher-student-related mattersafter consulting the concerned committees.

- **The College Advisory Committee, Local Managing Committee, and IQAC meet regularly to set the course of action in line with the Governing Council and the vision and mission statement.**
- **At the beginning of the academic year, all the statutory and working committees must submit their activity proposals to the IQAC, which, after screening the same, they send it for the principal's approval or return it for revision with the necessary suggestions and remarks.**
- **Teachers being a part of several decision-making bodies/committees, like LMC, IQAC, College Planning Board and the Financial Resource Committee, work towards achieving the goals that are set in the Institutional Development Plan.**
- **The college has a full-time faculty coordinator and four student ambassadors for implementing NEP and has successfully startedthe undergraduate NEP Programme for the B.Com students from 2023-24.**

File Description	Documents
Paste link for additional information	College Committee: https://vidyaprabodhinicollege.edu.in/committee/ ; IQAC data: https://vidyaprabodhinicollege.edu.in/iqac/; NEP 2020: https://vidyaprabodhinicollege.edu.in/nep-2020/; Activity Proposal: https://vidyaprabodhinicollege.edu.in/disclosure/#tab-805813
Upload any additional information	**No File Uploaded**

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

Student Aid Fund

The college has a provision for a student aid fund which is a crucial resource that provides financial assistance to needy students who are unable to meet the costs of their education. At the time of admission, every student pays a nominal amount of 100 rupees towards this fund which is later distributed among deserving students.

Application Stage:

The admission committee members, while counselling, seek vital information from the students and their parents with regard to their

financial status and later advice the needy students to fill out an application through Google form mentioning the necessary details.

Verification Stage:

The student aid committee members allocate duties to the faculty to make visits to these students' homes to gather information about their financial condition. The teachers who make a visit to the homes study the financial barriers the students are facing and submit an online report regarding the same.

Disbursement Stage:

The student aid committee after consulting with the Principal disburses financial aid among the deserving students through RTGS. A total ofForty-Five needy students benefited during the academic year 2022-23.

The entire process of disbursing ? 1,54,000 financial aid to needy students was done in a decentralized manner under the guidance of the Principal.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Certificate course in Indian Financial Markets and Financial Service Sector

Plan:

To instill industry-ready skills and foster institution-industry linkage, a suggestion was made during the IQAC meeting held on 31-07-2021 to start a certificate course in association with NSE/BSE/SEBI.

Strategy:

A committee was formed by the Principal, which approached the Policy Advocacy and Research Centre and BSEInstitute. The College entered

an MoU with PARC and BSE Institute to start certificate courses. To give wide publicity to the course, a seminar on Swayampurna Goa in the B.F.S.I. sector was planned. The BSE M.D. and C.E.O. Shri. Ashish Kumar Chauhan was invited as the keynote speaker. Shri. Rohan Khaunte, Minister for Tourism and I.T. Govt. of Goa, was also present for the seminar. Given the publicity through online-offline media,more than four hundred participants attended the seminar. This was followed by allocating colleges to staff for the promotion of courses.

Outcome:

The certificate course was organized successfully from 7th October to 14th October 2022, followed by a study visit to BSE and NSE from 7th to 9th December 2022.The lectures were delivered by Shri. Suhas Worlikar, faculty of BSE Institute. A total of Eighteen students from different colleges participated in the course. The course was organized successfully, and certificates were distributed at BSE Institute at the hands of Shri. Mangal Prabhat Lodha, Hon. Minister for Skills & Innovation, Govt. of Maharashtra.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	MoU Link: 1. BSE & PARC: https://vidyaprabodhinicollege.edu.in/wp-content/uploads/2022/12/BSE-MoU-May2022.pdf
Upload any additional information	View File

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

The college consults & seeks advice from the following governing bodies:

The College Advisory Committee.

The Local Managing Committee.

The College IQAC Cell looks after the smooth functioning of the administrative and teaching-learning activities in the college and reports on the same to the Principal. All the quality initiatives required for the smooth functioning of the administration and

quality enhancement is developed and promoted by the IQAC.

The Institution follows the following rules and regulations for smooth and effective functioning:

- **Policies and rules of Prabodhan Education Society.**
- **Statutes and ordinances of Goa University, Goa.**
- **Recruitment rules are made applicable by Goa University and the Government of Goa. Central Civil Service Rules (CCSR).**
- **Promotion policies made applicable by the Goa University and Government of Goa.**
- **NCTE norms and regulations made applicable to the B.A.B.Ed course.**
- **Government circulars, notifications, and gazette as applicable.**
- **UGC circulars/notifications as applicable.**

File Description	Documents
Paste link for additional information	https://vidyaprabodhinicollege.edu.in/committee/ ; https://www.unigoa.ac.in/uploads/confg_docs/20231103.085932~Statutes_03-11-2023.pdf ; https://www.unigoa.ac.in/uploads/confg_docs/20231010.111219~Ordinances_Part_A-10-Oct-23.pdf
Link to Organogram of the Institution webpage	https://vidyaprabodhinicollege.edu.in/wp-content/uploads/2023/12/College-Organogram.pdf
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

Welfare Measures for teaching-staff

- Sanctioning lien for career advancement and better prospects.
- Staffroom has individual cubicles, locker facilities, and attached washrooms.
- ICT facilities are provided to the teachersto enhance work efficiency.
- HOD cabin equipped with facilities like air conditioning, printer, table, chair, cupboard and locker.

Welfare Measures for non-teaching staff

- Compensatory off is available.
- Traveling allowance is provided.
- Provision for uniform washing allowance.
- Employees get bonuses from government.

Welfare Measures for teaching and non-teaching staff

- Financial assistance for attending workshops, seminars, symposiums, and conferences.
- All leaves made available to the staff as per their need.
- All allowances made available for employees.
- Employees are motivated to avail LTC and encashment of earned leave.
- RO water purifier system installed at convenient locations.
- The staff members contribute gifts for their colleagues on special occasions like weddings, housewarming, etc.
- Multiple high-speed internet facility of 300/250 Mbps from GBBN, DNA and Reliance Jio is made available to all the staff.

- **Organizing staff picnics, celebrating festivals, and hostinglunch during joint staff meetings.**
- **The college office, library reading room, as well as staff room is installed with air-conditioners.**
- **The employees are entitled to claim medical allowance.**
- **Elevator facility is made available for quick movement.**
- **Premises equipped with fire extinguishers to deal with fire-related contingencies.**
- **Provision of Staff Co-operative Society offering loans at lower rate of interest andhigher rate of interest on FD and RD.**

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

11

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

07

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	View File
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

20

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

Performance Appraisal System for teaching staff

1. Six-monthly Progress reports:

The teacher on probation is required to prepare and submit a report as prescribed in the statutes of the work executed by him/her to the

Principal at the end of six months.

2. Self-Appraisal report:

Each regular teacher is required to submit self-appraisal report at the end of each academic year which comprises of the work done, workshops/ seminars/ conferences/ paper published by the teacher, innovations/ contributions in teaching and other information as per the norms.

3. Service Book:

A service book of every permanent teaching faculty is maintained by the office in the prescribed form as laid by the Goa Government.

4. Promotions are based on Career Advancement Scheme and Academic Performance Indicators as required by the UGC and Goa University Statutes.

5. The faculty feedback is given by the students on various criteria, at the end of each semester, and based on the analysis, the Principal guides the concerned faculty.

Performance Appraisal System for non-teaching staff

1. Service Book:

A service book of each non-teaching staff is maintained by the office in the prescribed form as laid by the Goa Government.

2. Promotions are based on service rules as laid by the Goa Government.

3. A confidential report of all the non-teaching staff is maintained as per the Goa Government service rules.

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

```
Internal Financial Audit:

The institution conducts regular internal financial audit. The
college accountant prepares financial and other statements and
supporting documents for the financial audit and presents it to a
certified chartered accountant. The college accountant maintains
regular communication with the auditor so as to clarify any queries
on various aspects of the statement of accounts.

The details of the audit carried out during the last five years are
as follows:

Sr. No. Financial Year Date of Audit

1 2022-23 08-08-2023

External Financial Audit:

The external audit inspection was done upto the year 2020 by the
Directorate of Higher Education, Govt. of Goa. A compliance report
pertaining to the queries raised was also submitted to the
Directorate by the college on 24th May 2023.
```

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)

```
6.464
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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)	[View File](#)

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

The institution had all its expenditure managed by Prabodhan Education Society, its parent institution, through optimum mobilization and utilization of resources, primarily from various private sources such as donations and sponsorships.

The institution is a grant-in-aid institution and presently receives grants (salary and maintenance) from the government of Goa through its nodal agency – the Directorate of Higher Education.

The Policy and the Procedure for maintaining and utilizing physical, academic, and support facilities are as follows:

- **The institution makes provision in its budget from non-salary grants for the maintenance of facilities such as the library, computer laboratory, geography laboratory, sports facilities etc. Fees paid by students are used for upgrading and maintenance of respective facilities.**
- **Decisions pertaining to Purchasing/Maintenance/up-gradation/usage of facilities are made as per the institutional policy.**
- **All the statutory and working committees submit activity proposals and the budget to organize those activities to the IQAC. The IQAC screens the proposal, and the principal approves the budget or suggests necessary changes.**

File Description	Documents
Paste link for additional information	https://vidyaprabodhinicollege.edu.in/wp-content/uploads/2023/11/Audited-Statement_PES_2022_2023.pdf
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

Scholarship to Needy Students

A suggestion was given during the IQAC meeting to provide financial assistance to economically weaker students who do not belong to any reservation category. The College institutionalized a student aid committee for economically weaker meritorious students, and aid was released based on a depth inquiry, including a faculty visit to the applicant's house.

Funding for Minor Research Projects

A need was highlighted during the IQAC meeting to promote research culture amongst the faculty members. The Management, in light of the celebrations to commemorate the Decennial year of the college establishment, has proposed to create a corpus to fund two research projects, one each from the B.A.B.Ed. and the B.Com. Faculties. An initiative of this nature will promote a culture of scientific temperament and research at the highest academic level of the institution. The aim of the proposal is to align with the fulfillment of the social obligations of the society in the neighborhood. The financial assistance for each project has been capped at a maximum of ? Fifty thousand.

Following the receipt of the invitation, five faculties from the college applied for the said task, and subsequently, a screening committee was formed incorporating a four-member committee comprising of highly renowned personalities from the educational intuitions, including the Chairman of the Prabodhan Society.

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

1. Certificate courses in collaboration with Industry

The IQAC cell meets regularly to decide and review various matters pertaining to the college. With an aim to instill industry-ready skills and foster institution-industry linkage, a suggestion was made to start certificate courses in association with the industry.

The following are some of the certificate courses conducted in collaboration with the industry:

1. Certificate course in Indian Financial Markets and Financial Services sector in collaboration with BSE Institute and PARC.

2. Online Course 'Train Earn & Learn' in association with The Institute of Chartered Accountants of India.

3. Certificate course in oral History in association with the Ministry of Tourism, Government of India.

4. Certificate course in Basics of Banking services organized in collaboration with TJSB Bank

2. MoU with Schools

In collaboration with schools, we conduct various community outreach programs for the skill-upgradation of the students, staff and people in the school and the schools vicinity. Encouraging the transition from old school techniques to using the technology for speeding up the daily work is the need of the hour.

Following areas are covered under the MoU: -

1. Sharing of Academic/ Faculty Resources

2. Organising Webinars/Seminars

3. Organising camps (Summer camps/ Personality development/ NSS etc)
4. Organising National/ International level Conferences

5. Organising Educational Tours /Visits

6. Sharing expertise and knowledge about Research

7. Students Internships (BABED)

8. Practice Teaching (BABED)

9. Undertaking joint Research projects

10.Starting Short-term Skill based courses

11.Organising Lecture series and Talks

12. Cultural Exchange programs

13.Environmental and Social Awareness initiatives

14.Innovative practices in Teaching.

File Description	Documents
Paste link for additional information	MoU Link: https://vidyaprabodhinicollege.edu.in/mou/
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)	A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://vidyaprabodhinicollege.edu.in/iqac/ ; https://vidyaprabodhinicollege.edu.in/nirf/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	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

The college is sensitive about the gender issues of male and female employees and boy and girl students, and adopts measures for the safety and security of all the stakeholders using all resources at its disposal.The following measures have been taken up by the college to maintain a safe and secure campus:

1. Establishment of Committees including POSH-Internal Committee, Grievance Redressal Cell, Women's Cell, Gender Champion Club, Anti Ragging Cell, Anti Ragging Committee, Anti Ragging Squad, Mentoring Committee, Guidance & Counselling Cell, and a Medical Center.
2. Security guards/gatekeepers
3. 24x7 CCTV surveillance
4. Separate washroom for girls and boys
5. Separate washroom for the male and female teaching staff
6. Girls and Boys common rooms in the institution.
7. Equipment for maintaining the personal hygiene of girls' students, such as a napkin dispenser, napkin incinerator and a napkin dump box

Some of the major activities conducted by the committees and cells include:

1. Seminar on Awareness on Sexual Harassment
2. One day Seminar on Empowering Women
3. One Day seminar on Gender Equality and PCPNDT Act
4. Seminar on POSH Act, 2013

The college has appointed a full-time counsellor to ensure access to students.

The college constituted Medical Center also organises various programmes relating to health and hygiene of women, along with looking into the medical issues of the students.

File Description	Documents
Annual gender sensitization action plan	https://vidyaprabodhinicollege.edu.in/wp-content/uploads/2023/08/Measures-initiated-by-the-Institution-for-the-promotion-of-gender-equity-during-the-year-2022-2023.pdf
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	https://vidyaprabodhinicollege.edu.in/wp-content/uploads/2023/08/Specific-facilities-provided-for-women.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**A. 4 or All of the above**

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

The institution has formulated a Waste Management Policy, which governs the effective collection, segregation, recycling, management and disposal of all waste.Under this policy, the college complies with all central and state legislative requirements governing the disposal of waste to dispose of waste in a responsible and legal manner. Procedures are in place to facilitate compliance.

Measures implemented include:

1. Segregation and disposal of municipal solid waste (MSW) such as food waste, plastic, metal and glass, through color-coded litter bins provided on campus. Along with, bins to dispose wet and dry waste are placed on every floor and in each room. The waste is later collected by the local panchayat officials. Kitchen waste from the canteen is fed into the biogas plant.

2. Reusing or recycling of newspapers and paper waste by selling them to scrap dealers.
3. Placement of a specially designated dustbin on the premises for collection of e-waste. Students and faculty are also encouraged to get e-waste from their homes so that it can be safely and scientifically disposed of. Disposal of e-waste generated at the institution at the state government recycling plant through a recycling agency.
4. Installation of an incinerator to dispose of sanitary pads and other bio-waste.
5. Construction of a septic tank to dispose of sewage sludge.
6. Segregation of garbage collected during the cleanliness drives initiated in localities under the Swachch Bharat Abhiyan, and its disposal by coordinating with local governmental bodies.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://vidyaprabodhinicollege.edu.in/wp-content/uploads/2023/07/7.1.3-Degradable-and-Non-degradable-Waste-Management.pdf
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:

B. Any 3 of the above

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**

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

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

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

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).

The college has adopted a policy for achieving educational goals by providing an inclusive environment with tolerance and harmony based on region, religion, caste, gender, disability, culture, language, socio-economic and other diversities. The SPICMACAY Club, Student Council and the Ek Bharat Shreshth Bharat Committee takes the initiative to organise events and celebrate commemorative days. The activities/initiatives conducted include:

- **Celebration of commemorative days such as Asmitai Dis, Goa Liberation Day, Women's Day, Gandhi Jayanti, etc.**
- **Conducting talks by leading professionals in the field**
- **Conducting intercollegiate and interclass competitions**
- **Students and faculty members actively participate in taking a variety of pledges**
- **Celebration of various festivals such as Navratri, Dussehra, Diwali, etc.**

To promote and facilitate linguistic and cultural enrichment the college has also taken the following measures:

- **Celebration of various National Language days such as Marathi Bhasha Din, Hindi Divas, Konkani Dis, etc.**
- **Encouraging students to participate in cultural, linguistic and literary competitions organised by Goa Konkani Akademi, Goa Marathi Academy, Swami Vivekanand Society, Konkani Bhasha Mandal etc.**
- **Multilingual quotes from prominent personalities, national leaders, acclaimed writers and books are displayed throughout the campus to promote and propagate their ideas**

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

Vidya Prabodhini College sensitises its teachers and students towards their responsibilities as citizens of India. Measures taken to facilitate this include:

- Celebration of national days such as Independence Day, Republic Day, Liberation Day, etc.
- Senior faculty members conduct talks on various occasions to impart to the students the importance of constitutional obligations
- Students and faculty members participate in taking pledges related to filing Income Tax, AIDS Awareness, Sportsperson's pledge, etc.
- Mock Parliament sessions are conducted for students
- Field trips to old age homes and homes for the destitute are conducted

To teach and promote proper ethics, duties and responsibilities to society and the environment the college has also taken the following measures:

- Elocutions, debates and class presentations are conducted on the above topics
- Guest lectures and workshops by eminent personalities are arranged
- Practising Swachh Bharat Abhiyan
- Conducting events such as planting trees, blood donation camps, NSS Day, World Rabies Day, cultural documentaries, participating in national youth parliament etc.

The staff secretary plays an integral role in organising these events for the faculty members whereas the various student-centric committees such as the Red Ribbon Club, Student Council, Nisarg Club, etc., take various steps in promoting communal harmony, environmental conservation and nation-building.

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	**No File Uploaded**

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

To harness and attune the potent energy of the students for the creation of a progressive and prosperous nation, the college has rigorously pursued the motto of Excellence Everywhere Everytime. The college also celebrates national festivals and birth and death anniversaries of great Indian personalities with equal zeal. The activities/events conducted include:

- **Celebration of national days such as Independence Day, Republic Day and Goa Liberation Day**
- **Talks and competitions are conducted on the birth and death anniversaries of renowned Indian leaders**
- **Notified days such as Shiv Jayanti, Gandhi Jayanti, NSS Day,**

- National Librarian's Day, and Rashtriya Ekta Saptah are observed by conducting various events and activities
- National Youth Day is celebrated every year in which Swami Vivekananda's philosophy on education is highlighted
- National Sports Day, marked to commemorate the birthday of Major Dhyanchand, is celebrated with day-long sports activities

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	[View File](#)
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

Best Practice 1:

Title:

Swayam-Siddhah (??????????:) incorporating 'Deeksha' samaroh, the Morning Assembly and the 'Deekshant' samaroh.

The Practice:

The attainment of wisdom begins with 'Deeksha', or the initiation ceremony. Here, students commit themselves to follow the path laid down by the teachers. It is a spiritual experience to the student where they are addressed by the eminent personalities from the field of education, who guide them to keep positive and creative approach for lifetime learning. Students are oriented about the institution, rules, regulations, norms and practices they must follow during their journey of learning.

Best practice 2:

Title: Ankur – Personalized Student Care and Support

Ankur is aimed at handling and resolving a number of student issues such as :

- Students with single parent or no parents, who needed special care and sustenance beyond academic support.
- A few students work part-time, while attending college either to pay for their education themselves or due to a financially weak background.
- Several students are unable to pay the entire tuition and examination fees or pay the amount in one instalment.

The Practice:

The execution of the program is divided into three distinct parts:
1. Personalized Counseling 2. Value Education 3. Fostering a Conducive Environment

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

The college endeavours to proactively engage and positively impact the local community at all levels. The twin themes of "College to Village" and "Campus to Community" that the college embraced in the decennial year achieved further momentum with a host of activities being conducted in 2022-23. These activities include:

- a cleanliness drive on the occasion of International Coastal Cleanup Day at Morjim
- tree plantation drives at Mandrem Beach and Goa University
- a flag distribution drive under the Har Ghar Tiranga campaign
- installation of eight water harvesting and groundwater recharging projects using the Do-it-Yourself model in Chandel, Hali and Hasapur
- organising a seminar on schemes of NABARD for local self-help groups
- blood donation drives in collaboration with GMC, Goa
- cleanliness drives at Halli village and Holy Cross Chapel, Pernem,
- students and faculty members conducted house visits to elderly individuals, persons with disabilities, women's houses and children's homes
- the college invited local self-help groups and NGOs to

- participate in Fest-O-Biz, an entrepreneurial-experiential learning activity
- conducted street plays on single-use plastics
- organised rallies to raise awareness on emergencies and first aid to mark the occasion of Nikshay Diwas alongside important topics such as blood donation, HIV/AIDS, COVID-19 and mental health

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

The college has categorised the institutional development plans for 2023-24 into nine major categories:

Faculty Development

1. Organize workshops, seminars, Symposiums and Conferences.
2. Create the necessary academic infrastructure such as free access to international journals and publications.

Teaching, Learning, and Education Policy

1. Introduce at least one new certificate or vocational course in each programme.
2. Establish relationship with Industry/Institute for internship programs aid the goal of making students employable and in bringing innovation and industry-oriented requirements into the curriculum.

Research, Development, and Innovation

1. Research related workshops/ FDPs.
2. Research labs with access to international journals, paid subscriptions, and relevant software,.
3. Preparing faculty members for research program as envisaged in NEP 2020 by organizing workshops/ seminars/ FDPs.
4. Invite research funding through industry-academia partnership.

Institution's Placement Plan for Students

1. Conducting workshops on to prepare for interviews, drafting

resume, C.V., personality development, entrepreneurship, and team work.
2. Inviting organization/industrial units/educational institutions for campus placement.

Incubation and Start-up

1. Establish an institutional body for incubation and startup.

Alumni Engagement/Activities

1. Target 60% enrolment of alumni member.

Infrastructure Development

1. Upgrade Infrastructure:
      1. Seminar cum recreational hall
      2. AV room/recording studio
2. Skill Development of Non-teaching Staff

Workshops and sessions on:

1. Computer literacy workshops.
2. Business Writing
3. Communication skills in English
4. Basics of Fire Fighting, First Aid and evacuation drill.

Other Initiatives for the Student's and Institutional Growth

1. One-month Social Internship Program
2. College as a Technology Demonstrator for solar energy, compost pits, renewable energy, water harvesting, etc. for local society to adopt such practices.