



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

##### 1. Name of the Institution

Vidya Pratishthan's Institute of  
Information Technology, Baramati

- Name of the Head of the institution **Dr. Anand Deshmukh**
- Designation **Director (In charge)**
- Does the institution function from its own campus? **Yes**
  
- Phone no./Alternate phone no. **02112239555**
- Mobile no **9604372947**
- Registered e-mail **director@viitindia.org**
- Alternate e-mail **info@viitindia.org**
- Address **Vidyanagari, MIDC Chowk, Bhigwan Road**
- City/Town **Baramati, Pune**
- State/UT **Maharashtra**
- Pin Code **413133**

##### 2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
  
- Location **Semi-Urban**

- Financial Status **Self-financing**
  
- Name of the Affiliating University **Savitribai Phule Pune University  
Pune**
  
- Name of the IQAC Coordinator **Mr. Sagar Gajanan Nimbalkar**
  
- Phone No. **02112239555**
  
- Alternate phone No. **02112239553**
  
- Mobile **7507449404**
  
- IQAC e-mail address **iqac@viitindia.org**
  
- Alternate Email address **info@viitindia.org**

**3.Website address (Web link of the AQAR (Previous Academic Year))** <https://www.viitindia.org/IQAC/AQAR%202019-20.pdf>

**4.Whether Academic Calendar prepared during the year?** **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: [https://viitindia.org/Academic\\_calendar\\_2020-2021.pdf](https://viitindia.org/Academic_calendar_2020-2021.pdf)

### 5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A</b>	<b>3.01</b>	<b>2015</b>	<b>03/03/2015</b>	<b>03/03/2020</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.35</b>	<b>2021</b>	<b>01/03/2021</b>	<b>01/03/2026</b>

**6.Date of Establishment of IQAC** **17/08/2013**

**7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Nil</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>

**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** 01

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

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

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

- If yes, mention the amount

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

- 05 • Completed second cycle of accreditation with B grade. • Regular meetings of IQAC cell and timely submission of AQAR to NAAC • Students Satisfaction Survey conducted and results analyzed and used for improvement. • Reviewed and modified continuous evaluation parameters for both the programs.

**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
Due to pandemic situation, ensure effective online teaching and learning for the students through various online platforms.	Online teaching and learning process was effectively done through various online platforms meant for the same
Ensure effective evaluation of the student's performance	Evaluation of performance is done effectively.

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

**Part A**

**Data of the Institution**

<b>1.Name of the Institution</b>	Vidya Pratishthan's Institute of Information Technology, Baramati
• Name of the Head of the institution	Dr. Anand Deshmukh
• Designation	Director (In charge)
• Does the institution function from its own campus?	Yes
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• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	Self-financing
• Name of the Affiliating University	Savitribai Phule Pune University Pune

• Name of the IQAC Coordinator	Mr. Sagar Gajanan Nimbalkar				
• Phone No.	02112239555				
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<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://viitindia.org/Academic_calendar_2020-2021.pdf">https://viitindia.org/Academic_calendar_2020-2021.pdf</a>				
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Cycle 2	B	2.35	2021	01/03/2021	01/03/2026
<b>6.Date of Establishment of IQAC</b>			17/08/2013		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	NA	NA	NA	NA	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			01		

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<p><b>Yes</b></p>	
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<p>Plan of Action</p>	<p>Achievements/Outcomes</p>	
<p>Due to pandemic situation, ensure effective online teaching and learning for the students through various online platforms.</p>	<p>Online teaching and learning process was effectively done through various online platforms meant for the same</p>	
<p>Ensure effective evaluation of the student's performance</p>	<p>Evaluation of performance is done effectively.</p>	
<p><b>13. Whether the AQAR was placed before statutory body?</b></p>	<p><b>No</b></p>	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>		

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2020-21	12/01/2022

**15. Multidisciplinary / interdisciplinary**

In order to develop the all-round capacities of the students - intellectual, aesthetic, social, physical, emotional and moral in an integrated manner, the institute is preparing to include multidisciplinary subjects as per the National Educational Policy 2020. Keeping in view the problems faced by the students, the institute is planning to set up short term and vocational courses. The aim is to make the students equipped, so that they don't need to rely on jobs but instead pave a way towards self-employment. As the institute is preparing itself to have more of multi-disciplinary subjects, it tries to identify the programme learning outcomes along with courses and unit learning outcomes that define the specific knowledge, skills, attitudes and values that are to be acquired by the learner and would ensure that each programme achieves its goal.

**16. Academic bank of credits (ABC):**

Regarding the implementation of Academic Bank of Credits, the institution has started taking initiative. As per UGC instructions and affiliating university (Savitribai Phule Pune University, Pune) guidelines, academic bank account on ABC portal is mandatory to every student. College Examination Officer (CEO) of institute has explained all the process to generate Academic Bank of Credit (ABC) identification number to all the students. Students followed the process and generated the identification number. All these ABC identification numbers along with PRN of students are submitted in affiliating university (SPPU, Pune) in the given specified format.

**17. Skill development:**

Institute offers series of sessions to strengthen the vocational education and soft skills of students in alignment with National Skills Qualifications Framework. The institution is providing Value-based education courses such as Human Rights, Information security and Introduction to constitution to inculcate positivity



amongst the students that include the development of humanistic, ethical, Constitutional, and universal human values of truth (satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa), scientific temper, citizenship values, and also life-skills etc. Also the Institute celebrates National festivals like Independence Day and Republic Day. Observing various programmes like the Death and Birth Anniversary of our National leaders which help in imbibing the good qualities of those for the students. Mentoring students is also one of the practices of the institution, to enable students to explore future employment pathways after graduation, and help them get the most of their studies.

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

For the programs presently offered by the institute, the medium of instructions is English language.

However considering the background of the students, faculty members are encouraged to use Marathi (local language in Maharashtra) and Hindi languages in the class rooms wherever and whenever necessary.

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

Institute implements / executes the curriculum offered by the affiliating university. The curriculum itself is designed considering Outcome Based Education. As per guidelines mentioned in the curriculum, Institute maps course outcomes against program outcomes.

Presently institute is devising a mechanism for Course and Program Outcomes attainment.

As per affiliating university norms, Institute evaluates the students for 50 % of the credits through internal evaluation. While evaluation, institute selects internal evaluation parameters in line with course objectives, course outcomes, program outcomes and program specific outcomes.

**20.Distance education/online education:**

As Institute is well equipped with IT infrastructure, it may offer vocational course through ODL (Open Distance Learning) mode in due course of time.

Keeping in view the convenience of the student, the various

technological tools used by the faculties especially during the pandemic lockdown are Google Classroom, Zoom, and Google meet using videos as teaching and learning aids. All said technological platforms were used for teaching-learning, presentations, guest sessions, project viva-voce etc.

## Extended Profile

### 1.Programme

1.1	<b>140</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	<b>247</b>
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	<b>50 %</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>81</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1	<b>09</b>
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Number of full time teachers during the year						
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td><a href="#">View File</a></td> </tr> </tbody> </table>		File Description	Documents	Data Template	<a href="#">View File</a>	
File Description	Documents					
Data Template	<a href="#">View File</a>					
3.2	Number of sanctioned posts during the year	12				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td><a href="#">View File</a></td> </tr> </tbody> </table>		File Description	Documents	Data Template	<a href="#">View File</a>	
File Description	Documents					
Data Template	<a href="#">View File</a>					
<b>4.Institution</b>						
4.1	Total number of Classrooms and Seminar halls	09				
4.2	Total expenditure excluding salary during the year (INR in lakhs)	45.63				
4.3	Total number of computers on campus for academic purposes	300				

## 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

Before beginning of semester, Institute conducts staff meetings on regular basis to discuss various curricular aspects, academic concerns and subjects. In such meetings subjects to teaching faculty are allocated. When individual teaching staff is allocated subjects for ensuing semester, he or she is asked to prepare teaching plan and elaborate on tools and techniques to deliver the respective subjects. Every teaching faculty maintains academic file in a predefined format.

The students have adopted self-learning method. Various methods adopted by teaching staff include - Presentations, case study, anecdotes, chalk-talk method, scenario building, webinars, industrial visits, academic interventions, employability skills

enhancement, importance of time management etc. Students belong to rural and semi-urban background. They seldom have phobia for interpersonal skills and communication. Faculty members familiarize them with current industry expectations. We groom them to be able to match such expectations. Every student gets personalized attention and individual mentoring. The university has provided syllabus which ensures sound theoretical framework. Teaching faculties share their industrial/ business world experience. They share latest events and news with students. It is imperative that student get these updates. LCD TV is made available to view latest business news on regular basis. Students see movies through movie club activity.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Before the commencement of the every academic year, the Institution prepares and publishes 'Academic calendar' containing the relevant information regarding the teaching learning schedule (working days), various events to be organized, holidays, dates of internal examination, semester examination, project presentation, guest lectures, sports and cultural schedule etc. The academic calendar is prepared so that teachers should know all the activities regarding continuous internal evaluation process and it is also published on website of the college and it is communicated to all the stakeholders through proper channel. Respective subject teacher decides parameters for Continuous Internal Evaluation (CIE). Parameters such as assignments, presentation, seminar, group discussion, roll-play, posters, case studies, scrap book etc. There is a well-defined process for the conduct of CIE as per the calendar of events. The internal assessment test timetable prepared by the examination committee is published to stakeholders, and conducted as per the schedule. Post IA tests, evaluation of answer scripts, and calculation of CO-PO/PSO attainment are carried out by respective Course teacher.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
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**

**D. Any 1 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

02

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data**

**requirement for year: (As per Data Template)**

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

VIIT believes in integrating cross cutting issues relevant to professional ethics, gender, human values, environment, and sustainability with a view to ensure holistic development of the students. The students must become empowered professionals and contribute to the economic and technological development of the nation besides acquiring diversified skills for logical reasoning and decisions in times of crisis. During past decades, the college has made various efforts towards developing value based education to technical and management students with a vision to promote values to be a better citizen. The Institute has Women Grievance Cell and Grievance Redressal Cell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students. The college campus is secured with CCTV and high level security. There are separate Boys & Girls hostel (In-campus) for providing the safe environment to all students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

04

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

211

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

## 1.4 - Feedback System

### 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

B. Any 3 of the above

from the following stakeholders Students  
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	<a href="https://viitindia.org/AQAR%202020-21/1.4.1.pdf">https://viitindia.org/AQAR%202020-21/1.4.1.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	<a href="#">View File</a>

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

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://viitindia.org/AQAR%202020-21/1.4.2.pdf">https://viitindia.org/AQAR%202020-21/1.4.2.pdf</a>

## 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 students admitted during the year

132

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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



104

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Students are admitted through a Centralized Admission Process conducted by Directorate of Technical Education, Maharashtra State. Students aspiring for the programmes, appear for MH-CET conducted by Directorate of Technical Education, Maharashtra.

Assessment of students' Learning Levels is done through:

- Online certification courses
- Poor attendance list
- Academic results (Class performance, Assignments, Test, and University results)
- Mentoring process

Institute takes following initiatives such as - Induction for fresher's of MBA and MCA programmes, Guidance for choice of Major and Minor specializations for MBA students.

Based on the above assessment of the students, the following strategies are built to bridge the knowledge gap of the newly admitted students-

- Induction programme provides information with respect to the entire curriculum, the examination process, and information of the various centers for excellence, computer lab, library and other resources available in the Institute.

Institute scrutinizes the academic performance of the students closely. It seldom comes across differently abled students from diverse background. These students are admitted to the program. Institute provides for necessary facilities. Institute also provides remedial coaching and mentoring, if required.

File Description	Documents
Paste link for additional information	<a href="https://viitindia.org/AQAR%202020-21/2.2.1.pdf">https://viitindia.org/AQAR%202020-21/2.2.1.pdf</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
240	07

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

The institute is committed to make teaching and learning "Student Centric" which makes the students to think, analyse, to be independent, original and creative. Students from diverse backgrounds and abilities are admitted. Their individual needs are ascertained and properly addressed.

Learning methods encourage students' participation through project work, training in relevant software and e-learning. Teaching innovations through modern teaching aids and Information and Communication Technology (ICT) facilities make the learning process more student- friendly.

#### Academic Plan:

The planning process for a given semester is initiated at least one month before the actual commencement of the semester.

#### Teaching:

Allocation of subjects to faculty members using criteria such as areas of interest, specialized training, previous year results and number of years' experience.

Collective decision regarding elective subjects in consultation

with students.

Timetable and event calendar is published.

Preparation of teaching plan.

Maintenance of lecture records.

Learning:

Student-centric learning environment is created by various methods among students.

Case studies

Role Plays

Group discussions

Poster presentations

Evaluation:

Student evaluation is done based on following criteria:

Assignments

Presentation/Oral

Unit test

Prelim test

Group discussions

Scrap book

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

Innovation and creativity is part of professional learning process. The teaching faculties incorporate various tools for encouraging self-learning. Students are advised to indulge in experiential and innovative learning techniques through conscious and elaborate methodologies adopted by individual teaching faculties.

Blended Learning - In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as Smart Classrooms, PPT, Video clippings , Audio system, online sources, communication lab and decision making games to expose the students for advanced knowledge and practical learning.

Faculty: To enhance the knowledge and skills of the faculty members, the Institute frequently organizes FDPs, MDPs, Workshops and training programmes on teaching pedagogy, general management and subject related topics. It encourages faculties to participate in seminars, conferences, workshops, FDPs and courses on NPTEL. Independent learning: Institute provides ample support to the students to make them independent learner. This is achieved through: Individual Projects Subject Assignments Mini projects. Few subjects/topics are encouraged to be in self-learning mode.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

07

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

07

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 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

05

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

78

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

The Institute adopts both formative and summative methods of evaluation. Formative approach to evaluation includes measuring the student's achievement through presentations, group discussions seminars and case studies. The summative evaluation is done during tests. Even if some students don't perform well or clear the eligibility condition, then an extra chance is given to the student for his/her evaluation.

For summative approach unit tests and prelim exams are conducted.

Following initiatives are taken by the Institute for the improvement of evaluation process.

1. For student evaluation complete transparent system is set by the institute which is aligned with university norms. Evaluation criteria are set with common staff meetings and with approval of all experts with each subject.
2. One unit test and preliminary examination is conducted in each semester and its performance is accounted for Internal Performance Evaluation.
3. Internal subjects, projects and practical are evaluated using rules and regulations of university.
4. University reforms are aligned with institute's evaluation criteria such as Attendance, Assignments, Presentations/oral, Group Discussions, Scrapbook, Unit Test, and Preliminary Examination.
5. Internal Evaluation results are displayed.

6. In case of students seeking to improve his/her performance, he/she can do so by contacting the concerned faculty member.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

As per the University guidelines, 50 marks are allotted for internal marks, which are conducted by individual institute. Remaining 50 marks are evaluated by the University through theory exam for 50 marks (This was for the syllabus which was made effective academic year 2019-20 onwards).

Term end examinations for each course are conducted by affiliating university for each semester. Both the internal as well as external examinations are conducted under the surveillance of CCTV cameras.

Students may report any of their grievances to College Examination Officer appointed in consultation with the academic staff. Normally senior experienced staff is appointed as College Examination Officer. This is also in line with the university norms. He/she is treated one point contact for any issues or grievances related internal examination as well as University Examinations.

Students had major grievances especially on Online Examinations held for MCA/MBA Programme. The matter was taken up with affiliating university.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme outcomes, Programme specific outcomes and course

outcomes for all Programme offered by the institution have been pre-determined only from academic year 2018-19. Based on the rubrics faculties have set Course Outcomes and Attainment levels.

Prior to the said academic year, result analysis exercise was strictly indulged in to ascertain the extent to which students were able to comprehend and achieve good academic result/s. Those passing and the percentage of students passing in pass, second, higher second, first and distinction were ascertained. This gave the idea to the faculty member as to how he/she had fared in terms students' academic achievement.

Institute had a practice of indulging in the determination of Programme Outcome on the basis of changes observed in Knowledge, Attitude and behavior of the students.

As regards, POs an academic discussion was initiated internally for all the teaching faculty members only to determine POs. This was done based on the academic and or industry exposure teaching faculties had.

It helped them identify and set the Course Outcome they expect the student to achieve and update. Blooms taxonomy was considered to be the guiding principle while fixing norms for levels of achievement concerned students were likely be part of.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://viitindia.org/AQAR%202020-21/2.6.1.pdf">https://viitindia.org/AQAR%202020-21/2.6.1.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

Programme Outcomes (POs) and Course Outcomes (COs) for all the Programmes offered by the institute have been pre-determined.

Based on the rubrics faculties have set Course Outcomes and Attainment levels.

The Institute collects and analyses feedback in the following manner



1. Faculty observation - The faculty assess the students through their class participation and

involvement in the institute activities.

2. Mentoring - Mentors notice important observations in students through mentoring processes and remedies are performed if major deviations are observed.

3. Internal assessment through assignments - Through various assignments the faculty is able to assess the achievement of the expected learning outcomes.

4. Examination Result Analysis - The committee is designated to do the result analysis of every student to see the academic progress of the student and feedback is given. This analysis is used for planning the pedagogy and lesson in the consecutive semesters.

5. Employer feedback analysis - The placement department collects feedback about the student performance in the industry during their initial period of employment. This information is analysed to ascertain the industry readiness of the student. If any common deficiencies are noted in the students, training programmes are undertaken for the consecutive batches.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://viitindia.org/AQAR%202020-21/2.6.2.pdf">https://viitindia.org/AQAR%202020-21/2.6.2.pdf</a>

### 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

81

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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://viitindia.org/AOAR%202020-21/2.7.1.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

00

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

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

02

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

## 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Institute has a recognized research centre which is affiliated to Savitribai Phule Pune University. (Approval No. is CA 486 Dated: 13/7/2012). Names of Research Guides/Supervisors and the names of the students pursuing the research in the centre are as given in the link provided.

Guiding the students for Research (SIP/Minor/Major Projects for MBA & MCA, Ph.D. registered students)

All of the faculty members are involved in guiding the students for their internship research projects. Both MBA & MCA students are divided into groups and each group is guided by one faculty member. (Details of the last year students are given in the link provided.)

Institute has set up of multiple research labs like Network Lab, HPC Lab, etc. It also has Pre Ph.D. course work centre. It

regularly subscribes and renew for appropriate online journals as required from time to time.

It maintains necessary hardware and software setup required for above-mentioned labs. These are procured and installed as required from time to time.

1. The admission of Ph.D. programme is processed and eligible candidates are admitted for the programme. After the student allocation by affiliating university, pre Ph.D. Course work is conducted.
2. Teaching faculty members have been granted funded projects for various socio economic, technological projects. The facilities and or resources required for such research projects is adequately made available.(Refer the link provided for information related such funded projects)

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

03

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

03

File Description	Documents
URL to the research page on HEI website	<a href="https://viitindia.org/site/?page_id=1350">https://viitindia.org/site/?page_id=1350</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

#### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

03

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

00

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

During academic year 2020-21 due to global pandemic period (COVID 19) students were appeared online teaching mode lectures therefore Institute could not carry out any extention activity during this

period.

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

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

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

### 3.4.3 - 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

#### 3.4.3.1 - 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

00

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

00

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - Collaboration**

**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**

**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

00

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**

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

01

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

## 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 adheres to the norms laid down by regulatory authorities for creation and enhancement of infrastructure. Various academic committees look after the requirements to facilitate effective teaching and learning. These committees' observations are discussed collectively in the faculty meetings on regular basis and the gist of the meetings are conveyed to the Management through Director, for approval. Details of the facilities available, 1. Curricular and co-curricular activities - Classrooms with LCD Projectors, Technology enabled learning space (Smart Classroom), Auditorium (Seminar Halls), tutorial spaces, Computer Laboratories, Botanical Garden (Nakshatra Garden), Amphitheatre, Specialized facilities and equipment for Teaching, Learning and Research etc.

Following facilities are also available Network Lab Research centre Placement Cell Entrepreneurship Development Cell Grievance Cell Rest rooms (Student Common room) Sick Room and Examination Cell

Specialized Facilities: Wi-Fi Facility. Campus Residential facilities for staff Extended library reading hours during examination period. Faculty rooms

Research Lab: One Wi-Fi enabled Research Lab with 1 Server for High Performance Computing and Image Processing with 168 sq. m. area.

Facilities for Divyangjan: Students with physical disabilities (Divyangjan) are keenly taken care by the institute by



providingdedicated entrance with a ramp for Wheelchair, with proper navigation guides and an elevator with powerbackup.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

Institute shares certain common amenities such as sports complex, gymnasium, canteen, mess, boys' and girls' hostels within the educational complex of the parent body namely Vidya Pratishthan MIDC, Bhigwan road Baramati. All these facilities are

maintained properly. The support staff of the institute as well as contractual staff appointed by parent body takes regular and utmost care of the respective maintenance activities.

#### Sports:

Sports equipment's for Cricket, Volleyball, Badminton, Throw ball, Chess, Carom are available in our campus.

#### Outdoor games:

Sports facilities for Cricket, Volleyball and Throw ball are available in the respective grounds in the campus.

#### Indoor games:

Indoor games facilities are available in the campus for the sports like Badminton, Chess and Carom.

#### Gymnasium:

Centralized Gymnasium is available separately for boys and girls in the campus with all fitness equipment's.

#### Health and Hygiene:

Once in every three months, the entire campus is sprayed with insecticide.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

10

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

00

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

## 4.2 - Library as a Learning Resource

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

Institute uses inhouse developed library software. It is named as VIIT Library System. It is a partially automated library software.

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

**4.2.2 - The institution has subscription for the D. Any 1 of the above following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0.1357

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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**

1.33

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

VIIT has a network of over 300 computers powered with Gigabit Fiber Optic Backbone and Gigabit D-Link, Cisco switches. This is a Heterogeneous Network Environment. Linux being the most common system in the server room and Windows on the client side. Now World is going on Cloud and VIIT is already using Cloud Technology with Hardware Virtualization and Server with huge storage capacity. VIIT has 7 High End Server (Acer, HP & Dell) with Xeon and Quad Core processor and Storage Area Network with 10 TB of Storage Capacity. They serve as Domain, LDAP, Web Mail, FTP, Database Server, Web-server and VDI (Virtual Desktop Infrastructure). "

There are five Computer Labs at VIIT with 60 computers in each Lab. Network and Intranet connectivity is available to all the Labs and Student's Hostels. The Labs are available for use for 24 Hours to the students. Dell, HP Branded Desktop with following configuration such as Corei5/Corei3, 16 GB RAM are used as nodes. Other accessories include printers, scanners etc.

VIIT is having 100 MBPS of high-speed internet facility. The institute has a 24X7 Wi-Fi facility in the college campus for the student and faculty members to avail internet connection at any place in the college, & hostel. The connectivity through a fully networked campus with state-of-the-art IT infrastructure, computing & communication resources, offers students the facilities of net surfing, up/downloading of web-based application, besides helping them in preparing projects & seminars.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 4.3.2 - Number of Computers

300

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	No File Uploaded

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

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	No File Uploaded

## 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)

9.77

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Institute purchases computers as well as other peripherals and equipment's with latest technology whenever available. In the annual budget adequate provisions are made for the same. Institute keeps budget allocation every year for maintenance and upkeep of

various facilities. As and when the maintenance is required for the infrastructure and the facilities, institute puts up these issues to the management and the work is carried out accordingly. The computers of the institute are protected from power surge. The MSEB line is directly connected to 315 KVA transformer with DG backup and then the power is distributed to the entire premise. The institute has also installed 51 KVA Solar Power System to support MSEB power supply.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://viitindia.org/AOAR%202020-21/4.4.2_2020-21.pdf">https://viitindia.org/AOAR%202020-21/4.4.2_2020-21.pdf</a>

## 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

198

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

#### 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

01

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

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

**C. 2 of the above**

File Description	Documents
Link to Institutional website	<b>Nil</b>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**00**

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

**00**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**A. All of the above**

**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**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

10

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

00



File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**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**

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**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.**

00

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

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 )

Institute formulates student council immediately after commencement of academic sessions for both the programs viz. MBA and MCA. Adequate representation is given to the student which includes cross section of students which has representation on the basis of academic excellence, gender, caste etc. These students are made part of various committees framed to carry out designated activities eg. Cultural, seminar, guest lectures, sports, industry tour, entrepreneurship development, placement, anti-ragging, women grievance redressal cell etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

00

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

## 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

Institute has registered Alumni Association since 16/09/2012. Alumni contributes to the institute for the development of student's fraternity.

For further details please refer following links,

[https://viitindia.org/site/?page\\_id=3520](https://viitindia.org/site/?page_id=3520)

File Description	Documents
Paste link for additional information	<a href="https://viitindia.org/site/?page_id=3520">https://viitindia.org/site/?page_id=3520</a>
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

## 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

The perspective plan is prepared keeping in mind the vision and mission statement and implements with participative management. The vision of VIIT focuses on Academic Excellence and shaping the career of the students to become successful entrepreneurs and managers of tomorrow ensuring the development of rural society. The mission focuses on developing the IT and managerial skills to the common man of Rural India and ensuring the significant role of IT for quality management education. Vasundhara vahini, camp on wheels, guest lectures of Experts from the domain, seminars, workshops are organized for the students in addition to the teaching learning process. The farmers of the Areas are given the information about crops, technology, seeds, water management by the experts from this domain targets Vasundhara vahini FM Radio 90.4, our local radio station.

File Description	Documents
Paste link for additional information	Nil
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.

VIIT implements decentralized structure. It operates in tune with rules and regulation laid down by Governing council, Management Body and College Development Committee (CDC). Director is the member secretary of Governing Council and College Development Committee.

Administration decisions are communication by the Director to Administrative officer and then to other staff, whereas Academic decisions are communicated by Director to HOD and individual faculty members.

VIIT practices decentralization and participative management. The representations of teaching and non-teaching staff is on governing counselling, college development committee and IQAC which will be cleared from activities carried by students that are directed by the teachers and committee members.

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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional strategic perspective plan is prepared and accordingly the implementation is done. The plan is discussed in CDC and implemented. For example academic planning the meeting of all the members of CDC is held and related academic activities are discussed. starting from the admission process, teaching learning and evaluation. The admission process is strictly carried on by following the procedure prescribed by admission regulatory authority Government of Maharashtra. Teaching and non-teaching staff is involved in the process assistance is provided to the students in queries are handled by the staff.

At the beginning of the semester a meeting of all faculty member is held in which the faculty members are asked to give their choice for the subject. Accordingly, subject allocation is made. Faculty members prepare their course file which is verified by HOD and director. The evolution of each and every student is done according to the guidelines given by a SPPU.

The additional inputs to be given to the students in order to develop the required set skills in order to become employable our plan before hand and implemented effectively the hands-on experience is the corporate world is given through industrial visits, Summer Internship program, Guest lectures of eminent persons, seminars etc. to the students

Faculty development programmes are organised related with the recent topics. Faculty members are motivated to attend workshop, seminar, conference. Faculty members are also inspired for writing research papers in Scopus/UGC care journals.

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

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.

Governing Council is the apex body in the organization. For the good governance, Vidya Pratishthan has Executive Committee consists of President, Vice President, Secretary, Treasurer and a reputed personality from various field which form the policies, appointment and service rules and the same are the college development committee is also constituted to discuss the various issues related with academic, research policies.

The director of the institute is a link between Governing Council, Executive Committee and College Development Committee as well as the teaching and non-teaching staff. Under the director, for administrative purpose the Registrar is appointed, who looks after the compliances of regulatory authorities.

Since we have two programmes (MCA & MBA), for smooth function of the programme, Head of the department is appointed for each program which carry the functions like academic scheduling and delivery of inputs along with additional inputs, Event coordination, Co-curricular extra-curricular activities.

There is a separate Administration and Accounts Department which takes care of employee induction, HR support, compensation employees welfare, keeping accounting record, preparing financial statements and financial audit of the institute.

Along with academic activities grooming of the students, providing internship opportunities and final placement is a vital Part. For this, we have Central Training and Placement officer at Vidya Pratishthan. At Institute level, we have the training and placement coordinator who gives all sort of information to the student.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
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

D. Any 1 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

For teaching and non-teaching staff the following welfare measures are implemented,

Contributory provident fund

Gratuity

Accommodation within the campus for teaching as well as non-teaching staff.

Group Insurance, Casual, Medical leaves, earned leaves are also given to the teaching and non-teaching staff. For teaching staff, the summer and winter vacations are given. Few concessions for the wards of staff (teaching and non-teaching) is given.

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

**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**

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

00



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

**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**

03

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The institution has a formal performance appraisal system for teaching and non-teaching staff. The performance appraisal form duly designed is provided to all faculty members. Faculty members are required to fill up the said form and submit it to the

director.

Director and Head of the Department evaluates the performance of the faculty based on the information field in the performance Appraisal form as well as through the formal personal interaction. The strong areas (Strengths) of the faculty as well as weak performance areas are communicated to the faculty member.

Based on the strengths and weaknesses of faculty the committee suggests the areas of improvement and proposed task in view of the potential, interest, attitude and talent of the faculty. This performance Appraisal system forms a base for the increments, promotion and future role of the faculty. Performance Appraisal of non-teaching staff is carried on through personal interaction, past record, behavior, sincerity and hard work and accordingly promotions and increments are given.

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

## 6.4 - Financial Management and Resource Mobilization

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

Director is the Academic Head of the Institute. Administrative work is carried on by the registrar in consultation with Director. The Administrative setup under the Registrar of the institute includes Academic and Administrative section, Accounts section. The heads of the Academic, Administrative section and account section work under the registrar. Finally registrar is answerable to Director.

The day to day financial transactions are recorded by the Account section. The financial functioning is supervised and regularly audited by internal accountant.

The final Accounts of the Institution are audited by the qualified and certified Chartered Accountant who carries on the audit of the books of Accounts kept and submits the audited financial statements along with Audit Report for each and every financial year to the Institution.

As a statutory requirement these financial statements are submitted to Charity Commissioner and Income Tax Department.

Thus, the institution conducts internal and external financial audits regularly.

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

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

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

00

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

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

Receipt and Payment Account

Income and Expenditure Account

Balance sheet

The above mentioned audited financial statements show the sources of funds and the policy of allocation of funds and the ends utilization of funds of Institution

Under the different heads of financial statements the policy of the institution is depicted which reflects the sources of funds and its mobilization.

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

## 6.5 - Internal Quality Assurance System

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

The IQAC has contributed in the implementation of quality assurance strategies of the institute in the different perspective processes for the continual enhancement of quality education to the stakeholders.

These strategies and policies are in align with:

1. Sound track of Academic results of the course(s)
2. Quality of Teaching and Learning process
3. Skill Development
4. Insightful 'Faculty Development program' for the faculty empowerment
5. Interaction with Industry
6. Encouraging students for Certification Courses apart from curriculum

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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic Calendar is being prepared well in advance, displayed for stakeholder & communicated in the Institute for effective implementation.

Academic review is monitored through meetings called by Director & IQAC. IQAC plays vital role for effective functioning in departmental activities, Staff, CDC and other statutory committees, during the year.

1. Initiative/function of IQAC effectively advice & monitor teaching plans/planned learning process/tests/practical to be conducted, structures/ methodologies of operations throughout the semesters and looking after learning outcomes in the semester results.
2. Institution conducts 'Induction Program' for newly admitted students, to orient students towards institute philosophy/manners & etiquettes/rules & regulations to be adhered, teaching-learning processes/continuous evaluation system as per the directives of university.
3. IQAC takes initiative for the regular 'Feedback' from students & other stake- holders like Alumni, Employer etc. The same is also taken individually by faculty about the curriculum. Feedback is analyzed & shared with the authority, and to individual faculty members through the Director.
4. IQAC always motivate staff for utilization of ICT tools/Computer laboratories/smart classrooms/Platforms like Google classrooms & alike applications.

Thus, IQAC always try for incremental growth of Institute.

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

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

**D. Any 1 of the above**

## agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

#### Gender sensitivity:

Issues related genders are on forefront. In addition to academic activities, students get benefit of various programmes and activities that are organized to integrate relevant issues especially related to gender, environment and sustainability, human values and professional ethics into the curriculum.

#### 1. Handling of Grievances:

Institute has set up Women grievance cell and student grievance cell to settle the issues of raised if any.

The issues that are discussed include women related grievances, climate change, human rights, etc. Various faculty members during their interaction with Board of Studies members, express and communicate the need for including such issues and its redressal mechanism into the curriculum.

#### 2. Safety and Security

Girls always feel secure in the college premises because college has made provision of 24 x 7 securities by Bharat Vikas Group (BVG), a private security agency. If the anti-social elements attempt to disturb college activity in any sense, students and staff is supported by a nearby police station. The lady police

constables from 'Nirbhaya Sqad' are very keen and They frequently visit the college campus in civil dress. Also Women's Grievance Cell is formed.

### 1. Counselling

Regular counselling is provided to needy students by senior lady faculty member/s as well as hostel in-charge.

#### 1. Common room:

A separate, safe and secure common room is maintained for girl students. In these rooms girls feel safe and secured. . Common room contains attached toilets with enough water and soap facility to maintain hygiene.

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

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

## Waste Management Steps including

### Solid Waste Management :

1. The campus has steadily increased the amount of waste that is diverted from landfills through reuse and composting.
2. Although progress in waste management is generally measured by diversion rates, the most sustainable action is to avoid the creation of waste. The college has implemented numerous programs designed to reduce or reuse materials. It includes promoting double sided printing, the creation of green guidelines that minimize waste, packaging material reuse programs, chalk recycling programme.
3. The college is moving towards paperless campus. The college has significantly improved its diversion of organic waste. Diverted 70% of Waste for Biocomposting.

### Liquid Waste Management :

The waste water includes gray water from wash basins, lab basins, pantry and black water from toilets. Out of that gray water along with other gray water of Vidya Pratishthan campus goes to sewage plant through centralized system. The total waste water generated based on pumped quantity is 12800 liters/day. Waste water generated by VIIT based on water audit is approximately 5000 liters/day.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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

A. Any 4 or all of the above



File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

**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**

**E. None 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	No File Uploaded

**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**

**B. Any 3 of the above**

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

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

The institution has been taking several efforts and initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities by celebrating many National and International Days, Events and Festivals the institution aims at bringing

tolerance and harmony among the students and staff and other stakeholders.

1. Vasundhara Day- 07/01/2021

2. Celebration of Rajmata Jijau Jayanti & Celebration of Swami Vivekanand Jayanti - 12/01/2021

3. VIIT Foundation Day Celebration- 12/02/2021

4. Shiva Swarajya Din Sohala - Govt. of Maharashtra Program- 06/06/2021

5. International Yoga Day- 21/06/2021

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institution always tries to sensitize the students and the employees to the constitutional obligations about values, rights, duties and responsibilities and constantly works upon to nurture them as better citizens of the country through various curricular and extra-curricular activities.

The college establishes policies that reflect Core Values & Ethical Practices. Code of conduct is prepared for students, Teaching Staff, Non-teaching Staff and everyone should obey the conduct rules.

The institution always takes pride of raising up successful leaders among the students by forming the 'Student Council', and the appropriate scale of representation has been given to students on various statutory/ non- statutory committees, every year.

Staff members participate in the national celebrations/Flag Hoisting and take oaths for the cause of the Nation. The

institution takes many initiatives, like conducting awareness campaigns, organizing orientation programmes/training programmes/ seminars/workshops to sensitize the future leaders to inherit human values coping with the constitutional obligations.

Ethical Values, rights, duties and responsibilities of citizens are some of the topics chart out for many activities. The CBCS pattern of affiliating University included 'Human Right' as one of the elements of the syllabus.

The students have enthusiastically participated in various activities like seminar, conferences, expert talks/ industry experts, poster making competition on various contemporary legal issues.

Institute also celebrates the 'Constitution Day' and thus contributes to the spreading of Constitutional values and ideals amongst students.

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

**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**

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

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

Great leaders not only motivate people from their era but these leaders also inspire generations to come. This is to about all the iconic leaders India had for years together. The national festivals such as independence and republic day are celebrated in the campus with pride and joy. Leaders like late Dr. A P J Kalam, Sardar Vallabhbhai Patel and Dr. B R Ambedkar are fondly remembered in the form of reading hour, Ekata Divas and Samvidhan Divas. The days celebrated are as follows, • National festival of Independence Day and Republic day • Celebration of memories of great leaders like Dr.A.P.J. Kalam, Sardar Vallabhbhai Patel, Dr.B.R.Ambedkar etc. • Late Dr.Kalam's memories are organized through programs such as Reading Hour • Sardar Patel is remembered with Ekta divas. • Dr. Ambedkar fondly remembered through Samvidhan Diwas

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

Two best practices successfully implemented by the institution are

displayed on the institute's website as per NAAC format provided.

File Description	Documents
Best practices in the Institutional website	<a href="https://viitindia.org/AQAR%202020-21/7.2.1.1%20Best%20Practice%20VIIT%202020-21.pdf">https://viitindia.org/AQAR%202020-21/7.2.1.1%20Best%20Practice%20VIIT%202020-21.pdf</a>
Any other relevant information	<a href="https://viitindia.org/AQAR%202020-21/7.2.2.2%20Best%20Practice%20VIIT%202020-21.pdf">https://viitindia.org/AQAR%202020-21/7.2.2.2%20Best%20Practice%20VIIT%202020-21.pdf</a>

### 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 Institute is committed to overall development of rural youth in the areas of management and information technology.

The inputs received in the form of students from various strata's of rural community and the staff takes enormous efforts for the development of these students in all aspects. The rural youth, considerable lacking with certain skillsets, are being addressed by the Staff and tries to imbibe their expertise into the students with proper and industry required skillsets to be acquainted which results into sound track of academic results or achievement(s).

Throughout the academic programs, these students are well get acquainted with worth enough skillsets to face future challenges in the industry or other sectors of Career.

## 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

Before beginning of semester, Institute conducts staff meetings on regular basis to discuss various curricular aspects, academic concerns and subjects. In such meetings subjects to teaching faculty are allocated. When individual teaching staff is allocated subjects for ensuing semester, he or she is asked to prepare teaching plan and elaborate on tools and techniques to deliver the respective subjects. Every teaching faculty maintains academic file in a predefined format.

The students have adopted self-learning method. Various methods adopted by teaching staff include - Presentations, case study, anecdotes, chalk-talk method, scenario building, webinars, industrial visits, academic interventions, employability skills enhancement, importance of time management etc. Students belong to rural and semi-urban background. They seldom have phobia for interpersonal skills and communication. Faculty members familiarize them with current industry expectations. We groom them to be able to match such expectations. Every student gets personalized attention and individual mentoring. The university has provided syllabus which ensures sound theoretical framework. Teaching faculties share their industrial/ business world experience. They share latest events and news with students. It is imperative that student get these updates. LCD TV is made available to view latest business news on regular basis. Students see movies through movie club activity.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Before the commencement of the every academic year, the Institution prepares and publishes 'Academic calendar'

containing the relevant information regarding the teaching learning schedule (working days), various events to be organized, holidays, dates of internal examination, semester examination, project presentation, guest lectures, sports and cultural schedule etc. The academic calendar is prepared so that teachers should know all the activities regarding continuous internal evaluation process and it is also published on website of the college and it is communicated to all the stakeholders through proper channel. Respective subject teacher decides parameters for Continuous Internal Evaluation (CIE). Parameters such as assignments, presentation, seminar, group discussion, roll-play, posters, case studies, scrap book etc. There is a well-defined process for the conduct of CIE as per the calendar of events. The internal assessment test timetable prepared by the examination committee is published to stakeholders, and conducted as per the schedule. Post IA tests, evaluation of answer scripts, and calculation of CO-PO/PSO attainment are carried out by respective Course teacher.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

<b>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>	<b>D. Any 1 of the above</b>
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File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>



<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
02	
File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
00	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
00	
File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>
<b>1.3 - Curriculum Enrichment</b>	

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

VIIT believes in integrating cross cutting issues relevant to professional ethics, gender, human values, environment, and sustainability with a view to ensure holistic development of the students. The students must become empowered professionals and contribute to the economic and technological development of the nation besides acquiring diversified skills for logical reasoning and decisions in times of crisis. During past decades, the college has made various efforts towards developing value based education to technical and management students with a vision to promote values to be a better citizen. The Institute has Women Grievance Cell and Grievance Redressal Cell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students. The college campus is secured with CCTV and high level security. There are separate Boys & Girls hostel (In-campus) for providing the safe environment to all students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

04

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

211

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

### 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	<a href="https://viitindia.org/AOAR%202020-21/1.4.1.pdf">https://viitindia.org/AOAR%202020-21/1.4.1.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	<a href="#">View File</a>

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

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://viitindia.org/AOAR%202020-21/1.4.2.pdf">https://viitindia.org/AOAR%202020-21/1.4.2.pdf</a>

**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 students admitted during the year**

132

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

104

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Students are admitted through a Centralized Admission Process conducted by Directorate of Technical Education, Maharashtra State. Students aspiring for the programmes, appear for MH-CET conducted by Directorate of Technical Education, Maharashtra.

Assessment of students' Learning Levels is done through:

- Online certification courses
- Poor attendance list
- Academic results (Class performance, Assignments, Test, and University results)
- Mentoring process

Institute takes following initiatives such as - Induction for fresher's of MBA and MCA programmes, Guidance for choice of Major and Minor specializations for MBA students.

Based on the above assessment of the students, the following strategies are built to bridge the knowledge gap of the newly admitted students-

- Induction programme provides information with respect to the entire curriculum, the examination process, and information of the various centers for excellence, computer lab, library and other resources available in the Institute.

Institute scrutinizes the academic performance of the students closely. It seldom comes across differently abled students from diverse background. These students are admitted to the program. Institute provides for necessary facilities. Institute also provides remedial coaching and mentoring, if required.

File Description	Documents
Paste link for additional information	<a href="https://viitindia.org/AQAR%202020-21/2.2.1.pdf">https://viitindia.org/AQAR%202020-21/2.2.1.pdf</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
240	07

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

The institute is committed to make teaching and learning "Student Centric" which makes the students to think, analyse, to be independent, original and creative. Students from diverse backgrounds and abilities are admitted. Their individual needs are ascertained and properly addressed.

Learning methods encourage students' participation through project work, training in relevant software and e-learning. Teaching innovations through modern teaching aids and Information and Communication Technology (ICT) facilities make the learning process more student- friendly.

#### Academic Plan:

The planning process for a given semester is initiated at least one month before the actual commencement of the semester.

#### Teaching:

Allocation of subjects to faculty members using criteria such as areas of interest, specialized training, previous year results and number of years' experience.

Collective decision regarding elective subjects in consultation

with students.

Timetable and event calendar is published.

Preparation of teaching plan.

Maintenance of lecture records.

**Learning:**

Student-centric learning environment is created by various methods among students.

Case studies

Role Plays

Group discussions

Poster presentations

**Evaluation:**

Student evaluation is done based on following criteria:

Assignments

Presentation/Oral

Unit test

Prelim test

Group discussions

Scrap book

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

Innovation and creativity is part of professional learning process. The teaching faculties incorporate various tools for encouraging self-learning. Students are advised to indulge in experiential and innovative learning techniques through conscious and elaborate methodologies adopted by individual teaching faculties.

Blended Learning - In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as Smart Classrooms, PPT, Video clippings , Audio system, online sources, communication lab and decision making games to expose the students for advanced knowledge and practical learning.

Faculty: To enhance the knowledge and skills of the faculty members, the Institute frequently organizes FDPs, MDPs, Workshops and training programmes on teaching pedagogy, general management and subject related topics. It encourages faculties to participate in seminars, conferences, workshops, FDPs and courses on NPTEL. Independent learning: Institute provides ample support to the students to make them independent learner. This is achieved through: Individual Projects Subject Assignments Mini projects. Few subjects/topics are encouraged to be in self-learning mode.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

**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**

07



File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

07

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 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

05

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

78

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

The Institute adopts both formative and summative methods of evaluation. Formative approach to evaluation includes measuring the student's achievement through presentations, group discussions seminars and case studies. The summative evaluation is done during tests. Even if some students don't perform well or clear the eligibility condition, then an extra chance is given to the student for his/her evaluation.

For summative approach unit tests and prelim exams are conducted.

Following initiatives are taken by the Institute for the improvement of evaluation process.

1. For student evaluation complete transparent system is set by the institute which is aligned with university norms. Evaluation criteria are set with common staff meetings and with approval of all experts with each subject.

2. One unit test and preliminary examination is conducted in each semester and its performance is accounted for Internal Performance Evaluation.

3. Internal subjects, projects and practical are evaluated using rules and regulations of university.

4. University reforms are aligned with institute's evaluation criteria such as Attendance, Assignments, Presentations/oral, Group Discussions, Scrapbook, Unit Test, and Preliminary Examination.

5. Internal Evaluation results are displayed.

6. In case of students seeking to improve his/her performance, he/she can do so by contacting the concerned faculty member.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

As per the University guidelines, 50 marks are allotted for internal marks, which are conducted by individual institute. Remaining 50 marks are evaluated by the University through theory exam for 50 marks (This was for the syllabus which was made effective academic year 2019-20 onwards).

Term end examinations for each course are conducted by affiliating university for each semester. Both the internal as well as external examinations are conducted under the surveillance of CCTV cameras.

Students may report any of their grievances to College Examination Officer appointed in consultation with the academic staff. Normally senior experienced staff is appointed as College Examination Officer. This is also in line with the university norms. He/she is treated one point contact for any issues or grievances related internal examination as well as University Examinations.

Students had major grievances especially on Online Examinations held for MCA/MBA Programme. The matter was taken up with affiliating university.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme outcomes, Programme specific outcomes and course outcomes for all Programme offered by the institution have been pre-determined only from academic year 2018-19. Based on the rubrics faculties have set Course Outcomes and Attainment levels.

Prior to the said academic year, result analysis exercise was strictly indulged in to ascertain the extent to which students were able to comprehend and achieve good academic result/s. Those passing and the percentage of students passing in pass, second, higher second, first and distinction were ascertained. This gave the idea to the faculty member as to how he/she had fared in terms students' academic achievement.

Institute had a practice of indulging in the determination of Programme Outcome on the basis of changes observed in Knowledge, Attitude and behavior of the students.

As regards, POs an academic discussion was initiated internally for all the teaching faculty members only to determine POs. This was done based on the academic and or industry exposure teaching faculties had.

It helped them identify and set the Course Outcome they expect the student to achieve and update. Blooms taxonomy was considered to be the guiding principle while fixing norms for levels of achievement concerned students were likely be part of.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://viitindia.org/AOAR%202020-21/2.6.1.pdf">https://viitindia.org/AOAR%202020-21/2.6.1.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

Programme Outcomes (POs) and Course Outcomes (COs) for all the Programmes offered by the institute have been pre-determined.

Based on the rubrics faculties have set Course Outcomes and Attainment levels.

The Institute collects and analyses feedback in the following manner

1. Faculty observation - The faculty assess the students through their class participation and involvement in the institute activities.
2. Mentoring - Mentors notice important observations in students through mentoring processes and remedies are performed if major deviations are observed.
3. Internal assessment through assignments - Through various assignments the faculty is able to assess the achievement of the expected learning outcomes.
4. Examination Result Analysis - The committee is designated to do the result analysis of every student to see the academic progress of the student and feedback is given. This analysis is used for planning the pedagogy and lesson in the consecutive semesters.
5. Employer feedback analysis - The placement department collects feedback about the student performance in the industry during their initial period of employment. This information is analysed to ascertain the industry readiness of the student. If any common deficiencies are noted in the students, training programmes are undertaken for the consecutive batches.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://viitindia.org/AQAR%202020-21/2.6.2.pdf">https://viitindia.org/AQAR%202020-21/2.6.2.pdf</a>

### 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

81

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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://viitindia.org/AOAR%202020-21/2.7.1.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

00

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

#### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

##### 3.1.2.1 - Number of teachers recognized as research guides

02

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

#### 3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Institute has a recognized research centre which is affiliated to Savitribai Phule Pune University. (Approval No. is CA 486 Dated: 13/7/2012). Names of Research Guides/Supervisors and the names of the students pursuing the research in the centre are as given in the link provided.

Guiding the students for Research (SIP/Minor/Major Projects for MBA & MCA, Ph.D. registered students)

All of the faculty members are involved in guiding the students for their internship research projects. Both MBA & MCA students are divided into groups and each group is guided by one faculty member. (Details of the last year students are given in the link provided.)

Institute has set up of multiple research labs like Network

Lab, HPC Lab, etc. It also has Pre Ph.D. course work centre. It regularly subscribes and renew for appropriate online journals as required from time to time.

It maintains necessary hardware and software setup required for above-mentioned labs. These are procured and installed as required from time to time.

1. The admission of Ph.D. programme is processed and eligible candidates are admitted for the programme. After the student allocation by affiliating university, pre Ph.D. Course work is conducted.
2. Teaching faculty members have been granted funded projects for various socio economic, technological projects. The facilities and or resources required for such research projects is adequately made available.(Refer the link provided for information related such funded projects)

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

03

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.3 - Research Publications and Awards**

**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**

**3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**



<b>03</b>	
File Description	Documents
URL to the research page on HEI website	<a href="https://viitindia.org/site/?page_id=1350">https://viitindia.org/site/?page_id=1350</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**

**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

<b>03</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

<b>00</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.4 - Extension Activities**

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

During academic year 2020-21 due to global pandemic period (COVID 19) students were appeared online teaching mode lectures therefore Institute could not carry out any extention activity during this period.

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

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

**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**3.4.3 - 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**

**3.4.3.1 - 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**

00

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

00

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

00

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**

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

01

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

**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 adheres to the norms laid down by regulatory authorities for creation and enhancement of infrastructure. Various academic committees look after the requirements to facilitate effective teaching and learning. These committees' observations are discussed collectively in the faculty meetings on regular basis and the gist of the meetings are conveyed to the Management through Director, for approval. Details of the facilities available, 1. Curricular and co-curricular activities - Classrooms with LCD Projectors, Technology enabled learning space (Smart Classroom), Auditorium (Seminar Halls), tutorial spaces, Computer Laboratories, Botanical Garden (Nakshatra Garden), Amphi-Theatre, Specialized facilities and equipment for Teaching, Learning and Research etc.

Following facilities are also available Network Lab Research centre Placement Cell Entrepreneurship Development Cell Grievance Cell Rest rooms (Student Common room) Sick Room and Examination Cell

Specialized Facilities: Wi-Fi Facility. Campus Residential facilities for staff Extended library reading hours during

examination period. Faculty rooms

Research Lab: One Wi-Fi enabled Research Lab with 1 Server for High Performance Computing and Image Processing with 168 sq. m. area.

Facilities for Divyangjan: Students with physical disabilities (Divyangjan) are keenly taken care by the institute by providing dedicated entrance with a ramp for Wheelchair, with proper navigation guides and an elevator with power backup.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

Institute shares certain common amenities such as sports complex, gymnasium, canteen, mess, boys' and girls' hostels within the educational complex of the parent body namely Vidya Pratishthan MIDC, Bhigwan road Baramati. All these facilities are

maintained properly. The support staff of the institute as well as contractual staff appointed by parent body takes regular and utmost care of the respective maintenance activities.

Sports:

Sports equipment's for Cricket, Volleyball, Badminton, Throw ball, Chess, Carom are available in our campus.

Outdoor games:

Sports facilities for Cricket, Volleyball and Throw ball are available in the respective grounds in the campus.

Indoor games:

Indoor games facilities are available in the campus for the

sports like Badminton, Chess and Carom.

**Gymnasium:**

Centralized Gymnasium is available separately for boys and girls in the campus with all fitness equipment's.

**Health and Hygiene:**

Once in every three months, the entire campus is sprayed with insecticide.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

10

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**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)**

00

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

#### 4.2 - Library as a Learning Resource

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

Institute uses inhouse developed library software. It is named as VIIT Library System. It is a partially automated library software.

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

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

D. Any 1 of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0.1357

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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**

1.33

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure**

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

VIIT has a network of over 300 computers powered with Gigabit Fiber Optic Backbone and Gigabit D-Link, Cisco switches. This is a Heterogeneous Network Environment. Linux being the most common system in the server room and Windows on the client side. Now World is going on Cloud and VIIT is already using Cloud Technology with Hardware Virtualization and Server with huge storage capacity. VIIT has 7 High End Server (Acer, HP & Dell) with Xeon and Quad Core processor and Storage Area Network with 10 TB of Storage Capacity. They serve as Domain, LDAP, Web Mail, FTP, Database Server, Web-server and VDI (Virtual Desktop Infrastructure). "

There are five Computer Labs at VIIT with 60 computers in each Lab. Network and Intranet connectivity is available to all the Labs and Student's Hostels. The Labs are available for use for 24 Hours to the students. Dell, HP Branded Desktop with following configuration such as Corei5/Corei3, 16 GB RAM are used as nodes. Other accessories include printers, scanners etc.



VIIT is having 100 MBPS of high-speed internet facility. The institute has a 24X7 Wi-Fi facility in the college campus for the student and faculty members to avail internet connection at any place in the college, & hostel. The connectivity through a fully networked campus with state-of-the-art IT infrastructure, computing & communication resources, offers students the facilities of net surfing, up/downloading of web-based application, besides helping them in preparing projects & seminars.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

300

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 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)

9.77

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Institute purchases computers as well as other peripherals and equipment's with latest technology whenever available. In the annual budget adequate provisions are made for the same. Institute keeps budget allocation every year for maintenance and upkeep of various facilities. As and when the maintenance is required for the infrastructure and the facilities, institute puts up these issues to the management and the work is carried out accordingly. The computers of the institute are protected from power surge. The MSEB line is directly connected to 315 KVA transformer with DG backup and then the power is distributed to the entire premise. The institute has also installed 51 KVA Solar Power System to support MSEB power supply.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://viitindia.org/AOAR%202020-21/4.4.2_2020-21.pdf">https://viitindia.org/AOAR%202020-21/4.4.2_2020-21.pdf</a>

## 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

198

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

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

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

01

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

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

C. 2 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

00

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<b>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</b>	A. All of the above
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

**5.2 - Student Progression**

**5.2.1 - Number of placement of outgoing students during the year**

**5.2.1.1 - Number of outgoing students placed during the year**

<b>10</b>	
File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

**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**

<b>00</b>	
File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**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**

<b>00</b>	
File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**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.**

00

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

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 )

Institute formulates student council immediately after commencement of academic sessions for both the programs viz. MBA and MCA. Adequate representation is given to the student which includes cross section of students which has representation on the basis of academic excellence, gender, caste etc. These students are made part of various committees framed to carry out designated activities eg. Cultural, seminar, guest lectures, sports, industry tour, entrepreneurship development, placement, anti-ragging, women grievance redressal cell etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

00

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

**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

Institute has registered Alumni Association since 16/09/2012. Alumni contributes to the institute for the development of student's fraternity.

For further details please refer following links,

[https://viitindia.org/site/?page\\_id=3520](https://viitindia.org/site/?page_id=3520)

File Description	Documents
Paste link for additional information	<a href="https://viitindia.org/site/?page_id=3520">https://viitindia.org/site/?page_id=3520</a>
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	No File Uploaded

**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

The perspective plan is prepared keeping in mind the vision and mission statement and implements with participative management. The vision of VIIT focuses on Academic Excellence and shaping the career of the students to become successful entrepreneurs and managers of tomorrow ensuring the development of rural society. The mission focuses on developing the IT and managerial skills to the common man of Rural India and ensuring the significant role of IT for quality management education. Vasundhara vahini, camp on wheels, guest lectures of Experts from the domain, seminars, workshops are organized for the students in addition to the teaching learning process. The farmers of the Areas are given the information about crops, technology, seeds, water management by the experts from this domain targets Vasundhara vahini FM Radio 90.4, our local radio station.

File Description	Documents
Paste link for additional information	Nil
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.

VIIT implements decentralized structure. It operates in tune with rules and regulation laid down by Governing council, Management Body and College Development Committee (CDC). Director is the member secretary of Governing Council and College Development Committee.

Administration decisions are communication by the Director to Administrative officer and then to other staff, whereas Academic decisions are communicated by Director to HOD and individual faculty members.

VIIT practices decentralization and participative management. The representations of teaching and non-teaching staff is on governing counselling, college development committee and IQAC



which will be cleared from activities carried by students that are directed by the teachers and committee members.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional strategic perspective plan is prepared and accordingly the implementation is done. The plan is discussed in CDC and implemented. For example academic planning the meeting of all the members of CDC is held and related academic activities are discussed. starting from the admission process, teaching learning and evaluation. The admission process is strictly carried on by following the procedure prescribed by admission regulatory authority Government of Maharashtra. Teaching and non-teaching staff is involved in the process assistance is provided to the students in queries are handled by the staff.

At the beginning of the semester a meeting of all faculty member is held in which the faculty members are asked to give their choice for the subject. Accordingly, subject allocation is made. Faculty members prepare their course file which is verified by HOD and director. The evolution of each and every student is done according to the guidelines given by a SPPU.

The additional inputs to be given to the students in order to develop the required set skills in order to become employable our plan before hand and implemented effectively the hands-on experience is the corporate world is given through industrial visits, Summer Internship program, Guest lectures of eminent persons, seminars etc. to the students

Faculty development programmes are organised related with the recent topics. Faculty members are motivated to attend workshop, seminar, conference. Faculty members are also inspired for writing research papers in Scopus/UGC care journals.

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

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.

Governing Council is the apex body in the organization. For the good governance, Vidya Pratishthan has Executive Committee consists of President, Vice President, Secretary, Treasurer and a reputed personality from various field which form the policies, appointment and service rules and the same are the college development committee is also constituted to discuss the various issues related with academic, research policies.

The director of the institute is a link between Governing Council, Executive Committee and College Development Committee as well as the teaching and non-teaching staff. Under the director, for administrative purpose the Registrar is appointed, who looks after the compliances of regulatory authorities.

Since we have two programmes (MCA & MBA), for smooth function of the programme, Head of the department is appointed for each program which carry the functions like academic scheduling and delivery of inputs along with additional inputs, Event coordination, Co-curricular extra-curricular activities.

There is a separate Administration and Accounts Department which takes care of employee induction, HR support, compensation employees welfare, keeping accounting record, preparing financial statements and financial audit of the institute.

Along with academic activities grooming of the students, providing internship opportunities and final placement is a vital Part. For this, we have Central Training and Placement officer at Vidya Pratishthan. At Institute level, we have the training and placement coordinator who gives all sort of

information to the student.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
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**

D. Any 1 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

For teaching and non-teaching staff the following welfare measures are implemented,

Contributory provident fund

Gratuity

Accommodation within the campus for teaching as well as non-teaching staff.

Group Insurance, Casual, Medical leaves, earned leaves are also given to the teaching and non-teaching staff. For teaching staff, the summer and winter vacations are given. Few concessions for the wards of staff (teaching and non-teaching)

is given.

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

**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**

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

00

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

**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**

03

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The institution has a formal performance appraisal system for teaching and non-teaching staff. The performance appraisal form duly designed is provided to all faculty members. Faculty

members are required to fill up the said form and submit it to the director.

Director and Head of the Department evaluates the performance of the faculty based on the information field in the performance Appraisal form as well as through the formal personal interaction. The strong areas (Strengths) of the faculty as well as weak performance areas are communicated to the faculty member.

Based on the strengths and weaknesses of faculty the committee suggests the areas of improvement and proposed task in view of the potential, interest, attitude and talent of the faculty. this performance Appraisal system form a base for the increments, promotion and future role of the faculty. Performance Appraisal of non-teaching staff is carried on through personal interaction, past record, behavior, sincerity and hard work and accordingly promotions and increment are given.

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

#### 6.4 - Financial Management and Resource Mobilization

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

Director is the Academic Head of the Institute. Administrative work is carried on by the registrar in consultation with Director. The Administrative setup under the Registrar of the institute includes Academic and Administrative section, Accounts section. The heads of the Academic, Administrative section and account section work under the registrar. Finally registrar is answerable to Director.

The day to day financial transactions are recorded by the Account section. The financial functioning is supervised and regularly audited by internal accountant.

The final Accounts of the Institution are audited by the qualified and certified Chartered Accountant who carries on the

audit of the books of Accounts kept and submits the audited financial statements along with Audit Report for each and every financial year to the Institution.

As a statutory requirement these financial statements are submitted to Charity Commissioner and Income Tax Department.

Thus, the institution conducts internal and external financial audits regularly.

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

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

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

00

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

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

Receipt and Payment Account

Income and Expenditure Account

Balance sheet

The above mentioned audited financial statements show the sources of funds and the policy of allocation of funds and the ends utilization of funds of Institution

Under the different heads of financial statements the policy of the institution is depicted which reflects the sources of funds and its mobilization.

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

## 6.5 - Internal Quality Assurance System

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

The IQAC has contributed in the implementation of quality assurance strategies of the institute in the different perspective processes for the continual enhancement of quality education to the stakeholders.

These strategies and policies are in align with:

1. Sound track of Academic results of the course(s)
2. Quality of Teaching and Learning process
3. Skill Development
4. Insightful 'Faculty Development program' for the faculty empowerment
5. Interaction with Industry
6. Encouraging students for Certification Courses apart from curriculum

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

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



The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic Calendar is being prepared well in advance, displayed for stakeholder & communicated in the Institute for effective implementation.

Academic review is monitored through meetings called by Director & IQAC. IQAC plays vital role for effective functioning in departmental activities, Staff, CDC and other statutory committees, during the year.

1. Initiative/function of IQAC effectively advice & monitor teaching plans/planned learning process/tests/practical to be conducted, structures/ methodologies of operations throughout the semesters and looking after learning outcomes in the semester results.
2. Institution conducts 'Induction Program' for newly admitted students, to orient students towards institute philosophy/manners & etiquettes/rules & regulations to be adhered, teaching-learning processes/continuous evaluation system as per the directives of university.
3. IQAC takes initiative for the regular 'Feedback' from students & other stake- holders like Alumni, Employer etc. The same is also taken individually by faculty about the curriculum. Feedback is analyzed & shared with the authority, and to individual faculty members through the Director.
4. IQAC always motivate staff for utilization of ICT tools/Computer laboratories/smart classrooms/Platforms like Google classrooms & alike applications.

Thus, IQAC always try for incremental growth of Institute.

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

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality**

D. Any 1 of the above

**initiatives with other institution(s)  
Participation in NIRF any other quality  
audit recognized by state, national or  
international agencies (ISO Certification,  
NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

**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

**Gender sensitivity:**

Issues related genders are on forefront. In addition to academic activities, students get benefit of various programmes and activities that are organized to integrate relevant issues especially related to gender, environment and sustainability, human values and professional ethics into the curriculum.

**1. Handling of Grievances:**

Institute has set up Women grievance cell and student grievance cell to settle the issues of raised if any.

The issues that are discussed include women related grievances, climate change, human rights, etc. Various faculty members during their interaction with Board of Studies members, express and communicate the need for including such issues and its redressal mechanism into the curriculum.

**2. Safety and Security**

Girls always feel secure in the college premises because college has made provision of 24 x 7 securities by Bharat Vikas Group (BVG), a private security agency. If the anti-social elements attempt to disturb college activity in any sense, students and staff is supported by a nearby police station. The lady police constables from 'Nirbhaya Sqad' are very keen and They frequently visit the college campus in civil dress. Also Women's Grievance Cell is formed.

**1. Counselling**

Regular counselling is provided to needy students by senior lady faculty member/s as well as hostel in-charge.

**1. Common room:**

A separate, safe and secure common room is maintained for girl students. In these rooms girls feel safe and secured. . Common room contains attached toilets with enough water and soap facility to maintain hygiene.

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

<b>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</b>	<b>C. Any 2 of the above</b>
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File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**Waste Management Steps including**

**Solid Waste Management :**

1. The campus has steadily increased the amount of waste that is diverted from landfills through reuse and composting.
2. Although progress in waste management is generally measured by diversion rates, the most sustainable action is to avoid the creation of waste. The college has implemented numerous programs designed to reduce or reuse materials. It includes promoting double sided printing, the creation of green guidelines that minimize waste, packaging material reuse programs, chalk recycling programme.
3. The college is moving towards paperless campus. The college has significantly improved its diversion of organic waste. Diverted 70% of Waste for Biocomposting.

**Liquid Waste Management :**

The waste water includes gray water from wash basins, lab basins, pantry and black water from toilets. Out of that gray water along with other gray water of Vidya Pratishthan campus goes to sewage plant through centralized system. The total waste water generated based on pumped quantity is 12800 liters/day. Waste water generated by VIIT based on water audit is approximately 5000 liters/day.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge**

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

**Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

**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**

**E. None 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	No File Uploaded

**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**

**B. Any 3 of the above**

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

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

**The institution has been taking several efforts and initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities by celebrating many**

National and International Days, Events and Festivals the institution aims at bringing tolerance and harmony among the students and staff and other stakeholders.

1. Vasundhara Day- 07/01/2021

2. Celebration of Rajmata Jijau Jayanti & Celebration of Swami Vivekanand Jayanti - 12/01/2021

3. VIIT Foundation Day Celebration- 12/02/2021

4. Shiva Swarajya Din Sohala - Govt. of Maharashtra Program- 06/06/2021

5. International Yoga Day- 21/06/2021

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institution always tries to sensitize the students and the employees to the constitutional obligations about values, rights, duties and responsibilities and constantly works upon to nurture them as better citizens of the country through various curricular and extra-curricular activities.

The college establishes policies that reflect Core Values & Ethical Practices. Code of conduct is prepared for students, Teaching Staff, Non-teaching Staff and everyone should obey the conduct rules.

The institution always takes pride of raising up successful leaders among the students by forming the 'Student Council', and the appropriate scale of representation has been given to students on various statutory/ non- statutory committees, every year.

Staff members participate in the national celebrations/Flag Hoisting and take oaths for the cause of the Nation. The institution takes many initiatives, like conducting awareness campaigns, organizing orientation programmes/training programmes/ seminars/workshops to sensitize the future leaders to inherit human values coping with the constitutional obligations.

Ethical Values, rights, duties and responsibilities of citizens are some of the topics chart out for many activities. The CBCS pattern of affiliating University included 'Human Right' as one of the elements of the syllabus.

The students have enthusiastically participated in various activities like seminar, conferences, expert talks/ industry experts, poster making competition on various contemporary legal issues.

Institute also celebrates the 'Constitution Day' and thus contributes to the spreading of Constitutional values and ideals amongst students.

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

**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**

D. Any 1 of the above



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

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

Great leaders not only motivate people from their era but these leaders also inspire generations to come. This is to about all the iconic leaders India had for years together. The national festivals such as independence and republic day are celebrated in the campus with pride and joy. Leaders like late Dr. A P J Kalam, Sardar Vallabhbhai Patel and Dr. B R Ambedkar are fondly remembered in the form of reading hour, Ekata Divas and Samvidhan Divas. The days celebrated are as follows, • National festival of Independence Day and Republic day • Celebration of memories of great leaders like Dr.A.P.J. Kalam, Sardar Vallabhbhai Patel, Dr.B.R.Ambedkar etc. • Late Dr.Kalam's memories are organized through programs such as Reading Hour • Sardar Patel is remembered with Ekta divas. • Dr. Ambedkar fondly remembered through Samvidhan Diwas

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

Two best practices successfully implemented by the institution are displayed on the institute's website as per NAAC format provided.

File Description	Documents
Best practices in the Institutional website	<a href="https://viitindia.org/AQAR%202020-21/7.2.1.1%20Best%20Practice%20VIIT%202020-21.pdf">https://viitindia.org/AQAR%202020-21/7.2.1.1%20Best%20Practice%20VIIT%202020-21.pdf</a>
Any other relevant information	<a href="https://viitindia.org/AQAR%202020-21/7.2.2.2%20Best%20Practice%20VIIT%202020-21.pdf">https://viitindia.org/AQAR%202020-21/7.2.2.2%20Best%20Practice%20VIIT%202020-21.pdf</a>

### 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 Institute is committed to overall development of rural youth in the areas of management and information technology.

The inputs received in the form of students from various strata's of rural community and the staff takes enormous efforts for the development of these students in all aspects. The rural youth, considerable lacking with certain skillsets, are being addressed by the Staff and tries to imbibe their expertise into the students with proper and industry required skillsets to be acquainted which results into sound track of academic results or achievement(s).

Throughout the academic programs, these students are well get acquainted with worth enough skillsets to face future challenges in the industry or other sectors of Career.

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

7.3.2 - Plan of action for the next academic year

1. To subscribe Membership of professional bodies for the enrichment of students and faculties to get exposure in industry-academia in days to come.

2. To conduct awareness programs for Intellectual Property Rights.
3. To participate in NIRF.
4. To conduct various workshops / grooming sessions for the overall development of students.
5. To be more focused on assistance of Training and Placement activities for the students.