



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		VET FIRST GRADE COLLEGE
Name of the head of the Institution		R. Parvathi
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		080-26586808
Mobile no.		9844232545
Registered Email		vetfgc@rediffmail.com
Alternate Email		parvathi3838@gmail.com
Address		No 18 14th Main 2nd Phase JP Nagar
City/Town		BENGALURU
State/UT		Karnataka
Pincode		560078
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Shilpa R
Phone no/Alternate Phone no.	+919513704800
Mobile no.	9880797681
Registered Email	vetiqac@gmail.com
Alternate Email	shills18@yahoo.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://vetfgc.edu.in/downloads/aqar/AQAR-AFTER-CLARIFICATION-2018-19.pdf">https://vetfgc.edu.in/downloads/aqar/AQAR-AFTER-CLARIFICATION-2018-19.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://vetfgc.edu.in/downloads/UG-PG-CALENDER-OF-EVENTS-FOR-ODD-EVEN-SEMESTER-2019.pdf">https://vetfgc.edu.in/downloads/UG-PG-CALENDER-OF-EVENTS-FOR-ODD-EVEN-SEMESTER-2019.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.72	2014	21-Feb-2014	20-Feb-2019
2	B+	2.69	2019	21-Feb-2019	20-Feb-2024

<b>6. Date of Establishment of IQAC</b>	17-Dec-2010
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
TALLY ERP 9	05-Aug-2019	40

	60	
One day International Conference on Multidisciplinary Research on Challenges to Change and Development	19-Feb-2020 1	500
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

Yes

If yes, mention the amount

36000

Year

2020

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

Significant contributions made by IQAC during the current year (maximum five bullets) ? Organized International Conference titled "Multidisciplinary Research on Challenges to change and Development" on 19th Feb 2020 which was attended by 650 participants including organizers of 150. ? Released 3 books - Conference Souvenir, ISBN Book No. 9788194139058 and Our Heritage Journal - UGC Care List Journal with ISSN 04749030 ? Initiated to start four year integrated B.Ed Course. Awaiting inspection from various Bodies ? Total numbers of faculty publications undertaken during the academic year 20192020 are 65 which includes 30 ISBN publications and 35 ISSN journals. 35 paper presentation done at various National

/ International conferences / Seminars. ? Four short term certificate courses were conducted for students Advanced Excel for MCOM, Tally with GST for BCOM and BBA, Python for BCA and fashion Accessories for BSC FAD, duration ranging from 30hrs 80hrs. ? Webinars, Conferences, seminars, workshops orientation programs were organized to students from institution for the overall development knowledge enhancement initiation for students. ? College received renewal of permanent affiliation from Bengaluru City University. ? Many faculties were encouraged pursue Ph.D appear UGC NET/SELT examination, to be the resource person at various platform, encouraged to take up various responsibility at university level

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
To improve quality of teaching	Various Faculty development programmes were organized in the college and staff were also encouraged to attend workshop, seminars, faculty development programmes at various institutions. For students Various forums like Vanijya Dhara, Vanijya milana, Faccio, Students Representative forums have been formed to enhance all around development.
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Management & Academic Governing Council	06-Sep-2019

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2020

Date of Submission

19-Feb-2020

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

In pursuit towards paperless office, the administrative wing has initiated

the online Communication module. Institution has MOU with PUPILPOD (Iolite or knowledge pro till 2017 - 18) consisting of modules like admission, fee payment, attendance, transportation etc., which are the services availed through the platform PUPILPOD. • Attendance of each students and each class can be monitored and report can be extracted and sent to parents weekly quarterly, any short comings in the student's attendance can be tracked easily faster and immediate message system is incorporated in informing the parents as well as students. These messages are sent as a caution to parents students whenever they do not reach 75 which is the minimum attendance norms prescribed by the University. • Unit Test Marks Internal Assessment Marks to evaluate Student academic Performance can also be reported and it's published in the notice board. Any discrepancy or queries faced by students are addressed amicably. • All processes pertaining to Admissions are done through online portal Pupilpod only which includes online filling of application forms, fee payment through online modes like PayTm and online payment to bank etc., Updation of student data with necessary details right from procurement of enquiry slips to admission approval is also automated. • Library is fully automated with Bio metric attendance for staff students. Books are coded and issued using bar code reader and there is a system of Online Public Access Catalog (OPAC) through which students can know the availability or nonavailability of a particular book. Students are also given individual login IDs and passwords to access EBooks available in NList and also access E books of Himalaya Publishers. Students and staff can access internet facility available in library for preparation of Notes. • The institution has provided WiFi facility to all staff students (on request) to be used during college hours. • Feedback from all stakeholders like Students, Parents, and Staff Alumni is collected online and the feedback collected along with action taken is published on college website. • Circulars regarding seminars, workshop, parents Teachers

meeting, attendance tracking, performance evaluation are sent through text messages (SMS) to reach stakeholders at large instantly and the same is uploaded in latest news latest events in the official website of the college - [www.vetfgc.edu.in](http://www.vetfgc.edu.in). • At Bengaluru Central University Bangalore University level, the College supports in all process with respect to payment of affiliation fees online, sending question paper indent during Exam, generating invigilation diaries during exam, uploading absentees statement on each day of examination, entry of Internal Assessment Marks Practical Examination marks to the university Portal, approval of student admission examination fees and others. • Examination results are declared through online portal only by the university which is received by the institution for perusal and communicated to the students through message. • During COVID 19 Pandemic, online classes were conducted using ZOOM platform and study materials and notes were shared with students in PDF format

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

College is permanently affiliated to Bengaluru City University and follows the Choice based credit system (CBCS) as per curriculum. Curriculum is classified as theory & practical sessions; internal marks are awarded time to time based on semester scheme & university notification. College prepares Calendar of events which include curricular, co-curricular and extracurricular activities. CC & EC is conducted for 50 marks based on the work assigned by teachers in extra & Co curricular activities & internal marks are sent to university. It includes choice from various activities like NSS, Sports, Games, small projects, group seminars, Interaction with local community to make projects. Students are given choice in first language like Kannada, Sanskrit, Hindi, Tamil, Telugu & English is second language which is compulsorily pursued till 4th semester. In the final year, students are given Accounting or Finance as elective so that they can learn based on their choice of interest and industry requirement. Short term certificate courses like Advanced Communication, Tally ERP 9.0 with GST, Advanced Excel, Fashion Accessories, and Asp.net are offered to students based on course specialization. Workshops, seminars, special lectures on communication & leadership skills, health awareness, group discussion, Human values, Mastering English Grammar, positive attitude, power of concentration etc., are given to students in association with Deccan Herald, Inner Wheel Club, Rotary and other University Subject experts for their overall

personality development. At the time of admission students are handed out prospectus containing details of curriculum, rules & regulations to be followed by them. During the orientation, students are familiarized with the rules & regulations to be followed during their stay in the institution. Internals are sent to Bengaluru City University based on student attendance, assignments & performance in unit test through online portal. The unit test, assignments, IA marks & results of students are maintained in separate registers since the introduction of CBCS. Students are made to compulsorily solve three years university question papers which have resulted in obtaining good results year after year. Students are also encouraged to deliver seminars on various topics pertaining to syllabus, which helps to develop their communication skills, overcome stage fear and makes them understand the concepts clearly. All these academic activities are documented. Important document pertaining to student's right from their admission till their graduation are documented and preserved carefully. Execution of calendar of events is prepared at the end of every semester & audited. Lesson plans are maintained by faculty to keep track of the completion of syllabus in the stipulated time. Preparation of Timetable, Regular meetings with staff, department & committee meetings, academic governing council & management meeting are conducted to ensure smooth progress of the institution. Good collection of library books, infrastructure and e-learning facilities are provided to students for effective teaching & learning process & ICT facilities are also provided. For effective completion of Curriculum for students from different streams, Bridge course is conducted. Remedial classes are conducted for slow learners.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
TALLY ERP 9	Diploma in Financial Accounting	05/08/2019	60	Accounting Concepts	e-Accounting
Advance Excel	Diploma in Excel	24/10/2019	30	Office Package	Working with database in Excel
FASHION ACCESSORIES	Accessory Making	26/08/2019	30	Fashion Accessory entrepreneur	accessory Making
CORPORATE TRAINING PROGRAMME-BORN TO WIN	CORPORATE TRAINING	24/02/2020	20	Placements in Corporate Job	Soft Skill
ANDROID DEVELOPMENT	ANDROID DEVELOPMENT	24/09/2019	30	Android Developer	Programming
VB.NET USING IOT	VB.NET USING IOT	09/09/2019	60	Tech Support	ASP.NET
PYTHON USING MACHINE LEARNING	PYTHON USING MACHINE LEARNING	04/02/2020	60	Python Developer	Programming
ADVANCED FASHION ILLUSTRATION	ADVANCED FASHION ILLUSTRATION	06/01/2020	44	Fashion Merchandiser	Develop technical skills and

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BBA	Business Skill Development Course (BSDC) Industrial Visits	03/06/2019
BSc	Elements of Fashion & Design	03/06/2019
BCom	Business Dynamics & Entrepreneurship	03/06/2019
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Commerce	10/07/2019
BBA	Management	10/07/2019
BCA	Computer Application	10/07/2019
BSc	Fashion And Apparel Design	10/07/2019
MCom	Commerce	08/08/2019
PG Diploma	Business Administration	08/08/2019
PG Diploma	E-Commerce	08/08/2019

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	283	Nil

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
TALLY ERP 9	05/08/2019	40
Advance Excel	24/10/2019	20
FASHION ACCESSORIES	26/08/2019	32
CORPORATE TRAINING PROGRAMME-BORN TO WIN	24/02/2020	24
ANDROID DEVELOPMENT	24/09/2019	60
VB.NET USING IOT	09/09/2019	33
PYTHON USING MACHINE LEARNING	04/02/2020	32
ADVANCED FASHION	06/01/2020	44



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## 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Commerce, Accountancy, HRM, Taxation, Practicals on Skill Development...	342
BBA	Business Skill Development Course (BSDC) Industrial Visits, Management, Finance, Soft skills, BSDC - Community Service,	56
BCA	Computer Application, Android, Python.....	95
BSc	Garment Detailing, Wet Processing, Textile & Clothing, Apparel Technology.....	50
MCom	Financial Management, Research Methodology, Taxation .....	34
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## 1.4 – Feedback System

## 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

## 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

## Feedback Obtained

Students, Parents, Teachers Alumni structure feedbacks are designed, received with manual mechanism as well as online through Google forms to support both educated otherwise stakeholders. Students give feedback on curriculum developed by the University, delivery of the curriculum by the teachers to the students, and any issues are communicated to the university through Principal, BOS, BOE and Vice Chancellor. Feedback system also includes teachers teaching methodology, books required in library, environment in the campus (Ragging, Grievances). Parents also are communicated on periodical basis through PTM and their opinions and suggestions are considered aesthetically for implementation in their feedback about the College, Fee structure and students performance. During COVID-19, parent's feedback was regularly taken regarding conduct of online and offline classes and this was done through virtual PTM through ZOOM and also Google forms. Periodical tests are conducted which helps the institution in analyzing students' academic knowledge for which efforts are

also made to supplement knowledge enrichment programmes, curricular co curricular are also given due importance, a uniform feedback system is designed regarding the resource person, effectiveness of the programs is received for future perusal based on this system every year during planning of calendar of events such programs are included for overall development of a student, as institution believes in providing quality education to all streams all section of the society by imbibing excellence in every aspect of teaching learning. Feedback is also collected for every programme organized regarding the utility of the conducted program. A formal feedback system encompasses points regarding curriculum to facilities provided at the institution level, conducting of programs, syllabus covered and evaluation of faculty members, department wise result analysis, identification of slow learners, remedial classes, forums class seminar, literary and cultural activities which are given utmost importance in shaping a successful path for a students. Our feedback system for students monitors progress of Institution, facilitates cognitive, Social and emotional growth, identifies students and teachers relationship by identifying there strength and encourages by providing right level of challenges. Overall quality of teaching learning process at institution and improvisation if any is also obtained analyzed, evaluated and inference drawn. The feedback form for parents include about the conducive atmosphere for learning, due importance given for co-curricular and extracurricular activities, employability, NSS, infrastructure, clubs and forums and concluding with overall development of student and quality of teaching and learning which gives us immense opportunity to improvise ourselves potentially. The feedback system addressing every stakeholder issues compliance based on the sensitivity are collected, analysed, reported and action taken from time to time and posted to various bodies like University, Academic Council members, Governing Council members or management representatives, Head of the department, mentor or mentee for necessary action and implementation. The feedback is also uploaded in the college website. This helps in improving the quality of teaching and learning at all times

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
PG Diploma	E-Commerce	20	5	Nil
PG Diploma	Business Administration	40	10	Nil
MCom	Commerce	40	40	24
BBA	Business Administration	40	55	20
BCA	Computer Application	60	84	27
BSc	Fashion & Apparel Design	30	43	4
BCom	commerce	200	210	94
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### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled	Number of students enrolled	Number of fulltime teachers	Number of fulltime teachers	Number of teachers
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	in the institution (UG)	in the institution (PG)	available in the institution teaching only UG courses	available in the institution teaching only PG courses	teaching both UG and PG courses
2019	545	61	21	Nil	4

## 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
25	23	9	11	Nil	4

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

VET First Grade College is academic platform providing multi-dimensional approach after home environment. Students are given personal attention in higher education too, enrollment of students can positively impact their abilities by tapping their hidden talents and exposure platform through mentoring system and various curricular, extracurricular and literary activities provided at institution. Once the classes commences admitted students are allotted with mentor, each student is closely monitored by mentor, and they get time to time guidance and suggestions. Students are also mentored on psychological or emotional support, goal setting and career paths, academic subject knowledge support, and idolizing of a role model. On psychological and emotional front, the college provides the students with workshops and seminars to maintain balance psychologically and emotionally through Counseling and Redressal cell established in the college. Various gender sensitization programs will make them more confident. Students are also mentored on the career path available to them after completing their under graduation post-Graduation degrees. This is done by arranging special lectures from industry experts on the current and prevailing industry norms, standards and opportunities and employability skills. Regarding mentoring on knowledge front, class teachers and subject teachers are assigned to students in the ratio of 1:40, where in one teacher maintains complete record of 40 students with respect to personal information, academic details, co-curricular extracurricular details. Mentors regularly mentor the students on career opportunities, advancements, placements and other issues. Many students having family problems are also addressed without affecting students' emotions and institution maintains confidentiality about the problems discussed with students and parents. Mentoring record is maintained student wise for 3 years of their Under Graduation 2 years for Post-Graduation. The record contains details about Personal details, Seminars and Workshops attended by the students, PowerPoint presentation given by the students during class, whether the student is NSS member, NSS camp attended by the students, leadership position held by the students in the capacity of class representative, members of student welfare association and alumni association and other achievements of the students during the year. It includes details about tests and preparatory exams conducted in the college, internal assessment mark submitted to the university, Bengaluru City University, Semester examination marks and status on performance highlighting the CGPA of the students along with the grades. On the co-curricular front, details are recorded with respect to literary activities, sports and co-curricular activities participated by the students at college, regional, National international level if any and the prizes won by them. The students are free to contact their mentors regarding any curricular and co-curricular activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
606	25	1 : 24

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D

25	6	6	6	2
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2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr R Parvathi	Principal	Best Principal
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## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	PUG001	I SEMESTER	31/10/2019	09/03/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Continuous Internal Evaluation (CIE) at the institution is in place with continuous monitoring of the students round the year with periodical tests, assignments, preparatory and practical examination conducted at regular intervals. The award of Internal Assessment (IA) marks is based on 2 unit tests, attendance to classes, submission of assignment and solving previous year university question papers. Communication regarding this is given through circulars and messages through ERP and parents and students are given complete freedom to redress their queries. Preparatory exams conducted follow the same pattern adopted at the University examination to acquaint them of the examination pattern. Blue books are maintained for Tests and assignments in the respective departments. IA marks are displayed on the notice board and any grievances are resolved before the same is sent to University for submission. Student's enrollment in NSS activities, cultural and literary activities are also considered and assessed for award of CC and EC marks. Students have been achieving many centum in individual subjects and have many ranks and gold medals to the credit of the institution. Students are asked to prepare notes for the questions that are repeatedly appearing in the University examinations Remedial and extra classes are conducted for academically poor and average students. Above average students are advised to take up additional short term courses and competitive examinations to balance their potential and intelligence. Question bank prepared by concerned teachers is given to students for easy reference. Faculty evaluation starts with information collected and compiled by institution regarding completion of syllabus. Results of each semester examination are discussed in meeting and faculties achieving centum results in concerned subjects are appreciated through mementos and cash awards from management.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

VET First Grade College is permanently affiliated to Bengaluru City University with final year students affiliated to Bangalore University (even before trifurcation of the Universities, the college has permanent affiliation to undivided Bangalore University). The college prepares the calendar of events in

accordance with the University Calendars. The calendar includes date of reporting of reporting of faculty, reopening of classes, orientation to first year students, affiliation process, admission approval, seminars, workshops, conferences, cultural activities, sports activities, unit tests, assignment submission, attendance publication, parent teacher interaction, internal marks submission, theory and practical examination and so on. The calendar reflects the events from orientation to graduation both at the under-graduation and post-graduation levels. Final odd and even semester Examinations are conducted as per the directions issued by the Universities from time to time. The Universities notify the institution regarding the timetable of theory and Practical examinations for the academic year. However, students pay the examination fee online through the link provided by the university in its online portal. The College proudly states that it shares the responsibility of two examination centers of both the Universities and has more than 7 colleges tagged to it. The procedure for the conduct of University examination includes procurement of required stationery, making seating arrangements, collection of question paper and submission of answer scripts along with absentee slips which has been diligently followed from 2004 till date by the institution. The custodians (generally the Principals of colleges) form the examination panel comprising of Chief (the paper setter), reviewers and evaluators who perform the evaluation process on semester basis. Senior staff of college with over 3 years is deputed for evaluation process at University Level, many are University examination paper setters, BOE members, practical external examiners and Project Viva examiners. After evaluation, the results are published in University portal and also sent to students and colleges. Any discrepancy in the examination results are addressed through Principal and designated University liaison officer. Semester marks cards are issued to institution after respective semester examination and Convocation at the end of 3 years. In order to cater to the immediate job requirement of the students, the institution issues Provisional Degree Certificate which is valid till the Convocation certificate is received. At the Institutional level, the Examination and equipment committee frames the calendar for exams considering the University Calendar. The calendar includes two unit tests and one preparatory examination for each semester.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

[https://vetfgc.edu.in/downloads/DEPT\\_PO\\_PSO\\_CO.pdf](https://vetfgc.edu.in/downloads/DEPT_PO_PSO_CO.pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PUG001	BCom	Accounting & Taxation	101	69	68
PUG002	BSc	Fashion & Apparel Design	17	17	100
PUG003	BCA	Computer Application	32	24	75
PUG004	BBA	Business Administration	18	16	89

PPG001	MCom	Accounting & Taxation	34	34	100
PPGD001	PG Diploma	Business Administration	Nil	Nil	0
PPGD002	PG Diploma	E-Commerce	Nil	Nil	0
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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[https://vetfgc.edu.in/downloads/Feedback\\_of\\_Student\\_Satisfactory\\_Survey\\_Report\\_2019-2020.pdf](https://vetfgc.edu.in/downloads/Feedback_of_Student_Satisfactory_Survey_Report_2019-2020.pdf)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	365	PMYUVA	12	0
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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Micro Analysis of Financial Statement	Commerce	04/06/2019
Macro Analysis of Financial Statement	Commerce	19/06/2019
I am the Winner	Commerce	27/09/2019
Importance of business taxation	Commerce	23/10/2019
Campus to Corporate	Commerce	16/11/2019
Myths and Facts on CAA and NRC	Commerce	27/12/2019
Goods and services Tax	Commerce	07/03/2020
Corporate Personality development Training	Computer Science	14/08/2019
Financial Accounting Practical Approach	Commerce and management	26/08/2019
Financial Management and capital Budgeting	Commerce and management	25/09/2019
The art of Winning	Commerce Management, Computer Science, Fashion Technology,	25/09/2019

I am the winner	Computer Science	27/09/2019
Flat Pattern Technique	Fashion Technology	12/10/2019
Training - Aerostar JET Training Academy	Computer Science,	19/10/2019
Animation Graphics and VFR	Computer Science,	21/10/2019
Animation in Fashion Technology	Fashion Technology	23/10/2019
Android-Guest Lecture	Computer Science	23/10/2019
Lecture on Corporate Accounting	Commerce and management	25/10/2019
Machine learning using Python	Computer Science	04/02/2020
Career to Logistics	Commerce and management	03/03/2020

### 3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nineteenth Promising Higher Education Institution	VET First Grade College	Higher Education Review	12/07/2019	Promising Higher Education Institution
Karnataka Educational Awards 2019	Dr. R. Parvathi	Youth Efforts for Society Trust	26/10/2019	Best Principal
First Rank-Merit in BSC FAD DEgree Examination	Keerthi Hegde	Bangalore University	01/09/2020	BSC FAD University Ranking
Ninth Rank-Merit in BSC FAD DEgree Examination	Shalini P	Bangalore University	01/09/2020	BSC FAD University Ranking
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### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
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### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
2	0	1

#### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	2	6.2
International	Commerce	19	5.5
International	Fashion Technology	4	4.9
International	Computer application	5	4.9
International	Business Administration	3	4.9
International	Languages	2	4.9
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	13
Fashion Technology	2
Computer application	2
Business Administration	5
Languages	8
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nill	0	0	Nill
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nill	Nill	Nill	0
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	56	39	2
Presented papers	5	10	Nill	Nill



Resource persons	Nil	1	Nil	11
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### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Independence Day	NSS and Red Cross - Inhouse	28	240
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
National Service Scheme	Letter of Appreciation	Bangalore University	63
Financial Aid	Letter of Appreciation	Samarthanam Trust for the Disabled	3
Financial Aid	Letter of Appreciation	Government of Karnataka	173
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
self defence	Jp nagar police and defence	Self defence for girls - National Girl child day	18	92
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Workshop	88	Self	2
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact	Duration From	Duration To	Participant

		details			
Academic	Internship	Shahi Exports Pvt.Ltd bangalore @s hashi.co.in	06/06/2019	06/07/2019	1
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Thirumeni Finance Pvt Ltd	05/04/2019	Educational loans to students	600
Primax foundation	11/11/2019	research, FDP, short term course, placements	600
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6.87	4.39

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
No file uploaded.	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
pupilpod	Fully	Pupilpod 4.0	2018

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	8062	1082409	819	163403	8881
Reference Books	786	153753	28	16134	814	169887
Journals	289	63234	42	12500	331	75734
Digital Database	2	5900	Nil	5900	2	11800
CD & Video	114	105372	Nil	Nil	114	105372

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil

No file uploaded.

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	55	3	1	2	1	5	8	150	16
Added	0	0	0	0	0	0	0	0	0
Total	55	3	1	2	1	5	8	150	16

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

150 MBPS/ GBPS

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Research Articles and Journals	<a href="https://vetfgc.edu.in/research-cell">https://vetfgc.edu.in/research-cell</a>
Students Articles and Activities	<a href="https://vetfgc.edu.in/publications">https://vetfgc.edu.in/publications</a>
E - Book and E - Journals	<a href="https://nlist.inflibnet.ac.in/">https://nlist.inflibnet.ac.in/</a>
Tips on Subjects	<a href="https://vetfgc.edu.in/videos">https://vetfgc.edu.in/videos</a>
E - Book and E - Journals	<a href="https://ndl.iitkgp.ac.in/">https://ndl.iitkgp.ac.in/</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
25.15	20	8.01	4.81

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

VET First Grade College started in the year 1996 to provide quality education for overall development of the students to support college vision, mission objectives. VET has physical facilities such as class rooms, Laboratories, library, auditorium, seminar hall, sports room and other facilities. Every course/department has been provided with sufficient class rooms for conducting of classes on theory which includes core subjects, elective subjects language classes. Every floor has class room of which many are equipped with projectors audio facilities. The entire campus is Wi-Fi enabled with the generous support from management and CCTV cameras are installed in each floor for safety and security reasons. Faculty members of each department has been provided with spacious staff room on sharing basis and the Heads of department and Coordinators have been provided with dedicated cabin for use. Desktops have also been provided to departments with internet facility. Pantry facility is also available for faculty members. Adequate and fully equipped laboratories are available for conduct of practical classes for the students which houses 55 desktops with all recent and required software packages installed in them. Wash room for girls boys are available separately and girl's rest room and common health Centre is also in place for any student sickness in case of emergency. Other Physical facilities include a spacious Visitor's bay, Principal cabin, Board room, administration room to facilitate smooth functioning of the institution. The institution also has 11 laptops that are available to staff and students. Safe and spacious Parking facility is available to staff students separately. Indoor sports are given due importance and the sports committee has earmarked sports room fully equipped for this purpose. The Library is well stacked with all recent editions and there is Library at two places - one for under-graduation and one separately for post-graduation which is kept open 30 minutes before the commencement of the college two hours after the college hours for both students staffs. Also books can be availed from department libraries maintained by each department. Library houses all kinds of Reference books, text books prescribed by the University, Journals, newspapers, previous question papers for easy access and reference of the students. It also includes e-resources in the form of subscription to INFLIBNET and NLIST. Students can also avail the facility of yoga training in evening. Computer networking, server maintenance, installation of software, and minor hardware problems are well maintained by college technical support team. A dedicated computer maintenance technical staff is appointed to take care of computer lab requirements. Helpers have been appointed who take care of cleanliness and hygiene of the various facilities at college. All the departments take care of maintenance of the laboratory equipment and most of the maintenance work is completed during the semester break. UPS Generator maintenance contract is outsourced. Building maintenance and electrical maintenance is taken care by the staff of Trust.

[https://vetfgc.edu.in/album?album\\_id=20](https://vetfgc.edu.in/album?album_id=20)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
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Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	Karnataka Government Scheme, SC, ST, OBC, Minority	169	1142228
b) International	0	Nil	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal Counselling	28/04/2020	575	Inner wheel In-house
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Competitive Examination	182	453	7	29
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	1

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
list enclosed	85	14	List Enclosed	29	29
<a href="#">View File</a>					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students	Programme graduated from	Department graduated from	Name of institution joined	Name of programme
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	enrolling into higher education				admitted to
2019	3	BCA	COMPUTER APPLICATIONS	SURANA COLLEGE	MCA
2019	4	Bsc FAD	FASHION & APPAREL DESIGN	BENGALURU CITY UNIVERSITY	M.Sc FAD
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
inter college cricket tournent	inter collegiate level	676
Kabaddi	Institutional	264
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	SHORT FILM	National	1	1	BCOM	Rachit R Deshpande, Ajay Kumar K
<a href="#">View File</a>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College has constituted various committees where some of the committees have representation of students as a member of the committee. Committees like IQAC, Equal Opportunity cell and Anti Ragging and Anti-Sexual Harassment Cell have student representative from each department to represent any student's academic and other issues pertaining to them. The college also has registered alumni association and student welfare association where students have been placed in different positions like President, Vice president, Treasurer and Directors, who organize and conduct various student activities. The activities start with organizing fresher's day and ends with Graduation day, where in the entire responsibility of these programmes is assigned to students under the guidance of faculty members to inculcate responsibility and become a future responsible citizen. Annual Students Activities conducted in the college are • Fresher's day • Teachers day • Inter Collegiate Cricket Tournament • Inter Collegiate Cultural Fest • Annual Sports meet • Cultural Literary Competitions • Community services in association with Bangalore University, Kavacha, Rotary, Community policy other organisation. • Martyrs day, • Gandhi Jayanthi • Annual

magazine - Drusti in publication • Publication of wall journal • Graduation day

- Dasara - Saraswathi pooja Required funds are met by the generous management through miscellaneous amount. Apart from these programmes, students also organize many events like Kannada Rajothsava, Colour Day, and assist the faculty members ably in conduct of Seminars, Workshops, and conferences. Institution also has various student's forum like • Counseling, redressal, women grievance cell • Anti-Ragging Sexual harassment committee • Vanijya Dhara • Vanijya Milana • Faccio Club

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

• The alumni association plays an important role in shaping the future and in helping the institution grow to greater heights by representing the views of its particularly important stakeholder and contributing towards building and engaging supportive alumni community. • VET FGC Alumni association of VET First Grade College is registered body with registration number 212 which was registered on 13th Dec-2017 and renewed with extended number 486-2021. • The objective of this association is to be in connect with all alumni for continuous growth and development of the institution. The founder President of the association are Mrs. Ambily I P, the founder Secretary is Mrs. Jayalakshmi B and Founder Treasurer being Mr. Nazeer Pasha. • Though the association was formally registered in 2017, it has been active since inception of the college. The evidence could be seen in the fact that many of the alumni admit their kith and kin - younger brothers/sisters/neighbor/cousins to their own institutions for various courses. The College has also appointed given opportunities to various alumnus in various positions in VET First Grade College and its sister institutions. • Alumni plays an important role as mentor in various activities organised by college and they also support in placement and career guidance programme which provides a breakthrough to the existing students to comprehend the external environment and prepare themselves to face the industry. • Alumni Meetings are generally organised once in a year, generally during the much-awaited competition - Mr. Miss VET, Beauty pageant Man hunt competition of VET First Grade College and are offered to judge the event. Alumni also perform various cultural events during the meet and share their remembrances about the institution. This platform gives them an occasion to come back to their alma mater and meet their batch mates and also junior and seniors. • The institution also maintains the database of the alumni containing details about their name, contact details, position currently working in and other details. • Alumni are invited in various platforms like to deliver Seminars Guest lectures , Workshops also assist in placement drives. • The institution also supports the alumnus in pursuing their career opportunity by giving opportunities to them during various programmes like photography contract for Graduation day at the college and so on.

5.4.2 – No. of enrolled Alumni:

157

5.4.3 – Alumni contribution during the year (in Rupees) :

7300

5.4.4 – Meetings/activities organized by Alumni Association :

2

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college inculcates the culture of decentralization and participative management in the institution which has in turn helped the institution in climbing to greater heights and ensuring holistic and overall development of all. In this direction, the HODs and Coordinators have been given autonomy in decision making with respect to routine matters like adjustment of classes, designing the timetable class wise, Course wise and Master timetable. The decentralization and participative management is visible in curricular and extra-curricular activities. At the curricular level, at the commencement of each semester, HODs and Coordinators along with Principal allot subjects and plan the course of action for the ensuing semester. This is done to ensure that faculty members can plan their lessons in advance. Short Term course coordinators are assigned the responsibility of coming up with the required latest short term course that can be offered for various courses to make the students industry ready. Faculty members are given freedom to plan and execute their allotted subjects in the manner they deem fit. HODs and Coordinators are delegated responsibility of conducting workshop, Seminars, Special lecture Paper presentation, bridge courses and remedial classes as required for the students Department wise. Every department are given freedom to publish e-newsletter and plan for wall magazines, department wise which contains the annual academic activities, Sports Cultural, encouraging students and staff progress reflecting in the new letter apart from the annual college magazine Drushti. Annual Magazine Dhrushti projects the culmination of Institutional activities. Apart from Curricular activities, decentralization and participative management is visible in terms of cocurricular and extra-curricular activities. It includes formation of forums like Vanijya Dhara for post-graduation students, Vanijya Milana for Commerce under-graduation students and Faccio club for BSC FAD students, a general student welfare association focusing on various activities in which students show interest, it is exclusively planned by student volunteers and alumni association which plans activities for all alumnus of the Institution. The activities and the programmes of these forums are conceptualized by student office bearers rightly supported by HODs and Coordinators and finally approved by Principal. All these forums have office bearers who are nominated by the class teachers, approved by HODs and Coordinators and finally appointed by the Principal. Apart from the above student representative, every class has class representative to support HOD's and faculty members in organizing various curricular Co curricular Activities. The students also help in smooth conduct of Unit test in the institution by aptly supporting the faculty members in distribution of blue books, question papers and collection and submission of blue books to respective subject teachers.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

**6.2 – Strategy Development and Deployment**

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Human Resource Management	Management has delegated the academic day to day affairs to the principal who is rightly supported by IQAC, Vice Principal, HOD's, Coordinators, faculty members administrative staff. College, based on the calendar of events prepared, focuses on academic



development of the students, Research activities of faculty students by organizing various activities beneficial to all the stakeholders of the institution. Various welfare measures for teaching non-teaching staff like ESI, PF, Gratuity, Maternity leave, Casual Leave etc., are provided almost on par with Government standards in addition to non-monetary benefits like promotion, awards recognition. Faculties are recruited based on the vacancy by giving advertisement in newspaper and E platform like Quikr. Generally management involve in interview and selection process after demonstration by the eligible candidate, candidates are selected based on parameters like communication skills, subject knowledge, presentation, confidence, use of black board ICT Facilities. Performance appraisal of the faculty is given due importance since they are the major contributors for enrichment of students, knowledge or academic performance which is undertaken through distribution of API forms to be filled by the faculty which is treated as self-appraisal.. Service rules, code of conduct, procedure of recruitment, promotion policy as well as grievance redressal mechanism is very transparent in the institution.

Research and Development

Through IQAC, Institute encourages faculty and students to attend conferences and seminars of national and international importance and also motivates to take up research work. In this Pursuit many are pursuing their M. Phil and Ph.D. too. Around 30 articles are published in journal bearing ISSN which is under UGC Care list and peer reviewed journals and approximately 35 articles are presented and published in National and international conferences with ISBN numbers. Faculty members are encouraged to attend workshops, syllabus orientation, and state, national and international conferences to further improve their skills. The college has published ISBN bearing number 978-81-941390-5-8 during International Conference organized in February 2020. The institution also has published handbooks on Parichay-student handbook, Anubandan-Parent code of conduct, Anveshana-IQAC handbook,

Committee handbook and Mitra-Alumni handbook detailing the code of conduct to be followed by various stake holders. Apart from this, the college also boasts of 3 newsletters-Faccio, ComTech and Wrap up and Magazine Drushti on annual basis.

Teaching and Learning

As most of the students are first generation learners, it is a challenge for the institution to achieve the best. In this direction accuracy its team plans calendar of events which is prepared synchronizing with universities schedule. It is rightly supported with Bridge courses, Remedial classes, Conducting of unit tests, Preparatory examination, activity based programs in the form of workshop, seminar, special lectures, industrial visit, extension activities along with sports and cultural activities. Regular classes are conducted both in chalk and talk and ICT method. To impart student centric education various clubs and forums have been formed like VanijyaDhara, Vanijya Milana, spotlight, Prakashanam, Faccio, NSS and Retract which creates a platform to overcome their fears and become confident. IQAC also monitors the library committee by maintaining substantial books, journals, newspapers in the library by giving equal importance to all the department which is one of the major sources for teaching and learning. Teachers are active in their continues learning process by attending workshops, Seminars, Orientation and FDPs.

Curriculum Development

The college was set up with the objective of value added education to the students of all communities. It is permanently affiliated to Bengaluru City University and follows the Choice Based Credit System (CBCS). Most of the faculty members serving at VET are well experienced and serving at Universities, Autonomous Institution in various capacities like BOS, BOE, Paper Setters, Evaluators, Custodian, and Observer etc. The Head of the Institution has served as Academic Council and Syndicate Council Member. Most of the senior staff serves as resource person for various programmes in various institutions. IQAC plays a vital role in effective implementation

of curriculum Planning, Execution, Documentation, Periodic Review and obtaining feedback from various stakeholders. For smooth functioning of institution 13 committees are formed like Examination Committee, cultural Committee, Placement Committee etc., which are rightly supported by the faculties as chairperson, Head of the Committee and Members. As college is affiliated to Bengaluru City University, its scope is limited only to implementation of curriculum prescribes designed by the university.

**Examination and Evaluation**

College conducts the semester examination as notified by Bangalore University and Bengaluru City University along with other tagged colleges, results are declared by the concerned Universities. After the trifurcation of Bangalore University, VET First Grade College is notified under Bengaluru City University on the parameters defined by the State Government. College follows the curriculum structure prescribed by the above said Universities with reference to Examination. College sends the Internal Assessment marks based on the structure of the concerned Universities. The college has examination centre for both the universities for conducting theory and practical examinations. Senior staff members are involved in BOE and BOS in the capacity of paper setting, evaluation, reviewing and other examination assignments. The final outcome of all these evaluation ultimately leads to improved results year after year with many exemplary, distinctions, first class and two ranks to our credit.

**Library, ICT and Physical Infrastructure / Instrumentation**

College is situated in urban area in centrally located and is well accessible by public transport. Management has provided good number of well ventilated classrooms, green boards, audio-visual facility in eleven classrooms, library with well stacked books, journals, references and newspapers, Common rooms for girls, reading room, exclusive toilets for boys and girls, sick room, indoor sports room, outdoor sports facility, lift facility, spacious Auditorium with huge seating capacity, exclusive

facilities for Divyangs which adds on to the augmented infrastructure at the institution. Library consists of more than 10956 books including textbooks, reference books, rare books and donated books, 12 journals periodicals, 13 newspapers, 8 magazines, provision for online public access catalogue in the library and inflibnet access to the students. Departmental library is also accessible by staff and students. The college has well equipped computer lab with 55 computer system supported with UPS, 300 mbps internet connectivity and LAN facility. Computer with internet and LAN facility is provided in Vice Principal, HOD, Coordinator cabins, staff rooms, and library. Administration office is also provided with Internet and Wi-Fi facility. To ensure uninterrupted power supply, generator facility is also provided. Sufficient labs and laboratory equipment's are provided by management, for computers application and fashion technology department which are updated on time to time basis for smooth functioning of practical sessions. Computer networking, server maintenance, installation of software and Minor hardware issues are taken care by technical staff. UPS and generator maintenance are outsourced and building and electrical maintenance is taken care by trust. Vetfgc.edu.in is the official website which is maintained by Swaragh Technologies.

Industry Interaction / Collaboration

Short term certificate courses like Advanced Communication, Tally ERP 9.0 Fashion Accessories, Asp.net etc. are offered to students based on course specialization. Workshops, seminars, special lectures on communication leadership skills, health awareness, group discussion, Human values, Mastering English Grammar, positive attitude, power of concentration etc., are given to students in association with Deccan Herald, Primax foundation, Glovish technology, Rotary and other University Subject experts for their overall personality development. Collaborating agencies are like Garment Industries, banks, software companies, NGO, Inner circle the training development specialist, Pro edge, Creative Accounting Lead Trainer-B School and Corporates through which the

institution engages with industry in organisation of workshops and seminars, arranging internships and undertaking project works by students. Institution is having 13 Functional MoUs with various organisation to support academic, Personality Development, Internship, Workshop, ICT Facility and so on.

Admission of Students

The College takes the affiliation from Bengaluru City University by paying prescribed fees, however college is Permanently affiliated for 4 years for B.Com, Bsc FAD BCA. M.Com BBA PG Diploma are renewed every year by the University. The college follows transparent mechanism giving importance to admission and also follows the reservation policy of Government of Karnataka. College issues the applications for admission, after the scrutiny and verification of required documents, provisional admission is given and students are allowed to attend the classes. However the final admission approval vests with the Bengaluru City University, students must submit application online giving the information required by the University, which verifies the documents and approves the admission of students by paying admission fees during the approval mela organized by the University, after which register numbers are assigned which is applicable till the completion of the programme. In case of PG 50 of the sanctioned Intake is from BCU as per roster system and remaining 50 is admitted by the Management under management quota. This admission process is applicable only for the first year of admission, second and third year admissions are auto promoted with the procedure of admission application and payment of examination fees to the university without fail, failing which students need to re-admit by losing one year after approval from the university. At the time of admission students are handed out prospectus containing details of curriculum, rules regulations and infrastructure facilities available at the college. During the orientation, students are familiarized with the scholarships available, rules regulations to be followed during their

completion of degree. The college communicates through various means like prospectus, leaflets and information displayed in the website - vetfgc.edu.in. It has also made provision for online enquiries and admission through official website of the college. Online fee payment is also encouraged.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Examination</p>	<p>The examination system is supported by the college with transparency. University Notification with respect to payment of examination fees is issued directly to the student's mobile, where students can make online payment of examination fees. Students then receive admission ticket, timetable, and room allotment directly to their mobile from the university. The college uploads the IA marks for all students and Practical examination marks for BCA B.Sc FAD students in BCU online Portal. College sends the question paper indent, prepares and downloads the invigilation diary for theory examination, and enters the absentee statement to the university portal online each day of theory examination. University releases the results on its website to the college portal and the same is shared to the students online. Now NADA is an online platform in which students register to receive their convocation directly.</p>
<p>Student Admission and Support</p>	<p>Value Point Thought net Pvt Ltd #202, 2nd Floor, Brigade Corner, Kanakapura Road, Yediyur Circle, 7th Block, Jayanagar, Bengaluru-560082 Srikanth - 9632203000 supports the student admission online by providing various modules of the ERP like attendance, internal marks, sending message to students, timetable, subject allotment, finding out the attendance status of the students and sharing same with parents and students. Most of the information is shared through the electronic mode. Data base of the students are stored in the cloud. College has its own website - vetfgc.edu.in, in which all the information with respect to students is available like calendar of events, upcoming events, events conducted in</p>

	<p>the college, Various academic programmes available, PO, PSO and CO for all programmes and analyzed feedback from various stakeholders.</p>
<p>Planning and Development</p>	<p>The official website of the college-<a href="http://vetfgc.edu.in">vetfgc.edu.in</a> acts as a mirror of the Institution, all the activities including curricular and extracurricular are reflected in the portal. Public, students Parents may get any kind of Information like affiliation, programmes offered, faculty details, events organized in the college etc on the website. Pupilpod software is used for communicating message to faculty, students parents about various activities like reopening of classes, attendance status, program organized, student information Etc. There is perfect administrative planning at the beginning of the academic year followed with execution i.e. calendar of events are charted out as per Bengaluru City University notification and Institution calendar of events are planned and executed periodically which includes arranging of Curricular, extracurricular activities, Seminars, Workshops, Competitions, Tests, Camp, Cultural Program etc.,. The Calendar paves way for carrying on the activities at the institution in an effective and efficient manner and the same is uploaded in the official website of the college-<a href="http://vetfgc.edu.in">vetfgc.edu.in</a></p>
<p>Administration</p>	<p>The college has Board of management which is headed by President and Secretary, who look after the managerial activities like admissions, providing infrastructure, financial aspects etc. At the next level, Principal/Vice principal/ HODs and Coordinators/Faculty members/non-teaching staffs are Delegated with powers to run the college smoothly on day to day basis. Principal looks after the administrative function like verifying admission documentation and sending the required documents to Bengaluru City University from time to time, conducting examination, declaring the results, calling for convocation as per University along with other curricular/co- curricular activities which happens through e-portals of the Universities. The Head of the</p>

department and other faculties support the Principal in all the activities chalked out by the Principal for the execution. To materialize smooth conduction of various functions, various committees are formed with the composition of chairperson, head of the committee other faculty members and student nominee as part of committees. ERP system is in place to support the defined administration. Students are encouraged to apply SC/ST, OBC, Minority and various other scholarships through online.

**Finance and Accounts**

Management has its own budget based on the fee collected from the students. Management releases the petty cash for the day to day expenses and also for every event or program organized by the head of the institution, which has proposal including the estimated expenses, accounts are maintained using Tally ERP.9 (Sun I.T Solution). The internal audit and external audit is carried out by the official auditor of the Trust. However University also audits the financial payments received by the university and also if any dues / objections it will be intimated over the mail and the same will be addressed by the institution within the due date. Students are also given option of Fee remittance through the bank and institution is having understanding with the payTm. Examination fees are remitted by the students directly to BCU Finance Officer through the BCU Portal. Hence examination fee collection vests with University directly and not with the college. Staff salary is credited directly to their bank account. ESI, Gratuity and PF are credited online by the institution to the respective government bodies. The income tax deducted at source for employees are paid online to the Income tax department before the stipulated time. The employees have option to utilize the loan facility available under PF online, even at the time of resignation/retirement PF is settled online to their respective bank accounts.

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year



Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr R Parvathi	State Level Faculty Development Program on Experiential Teaching and Learning	Bangalore Uni versity-Noble Group of Institutions	300
2019	Meera K	5th International Conference on Contemporary Trends in Capital Market CTCM -2019	K S R College of Arts an Science for Women, Tiruchengode	1800
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Arena animation	Aptech - Arena Animation	29/11/2019	29/11/2019	24	2
2019	E- Waste Collection drive- Awareness Programme	Ensyde	22/02/2020	22/02/2020	14	2
<a href="#">View File</a>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Workshop on experimental teaching and learning methodology in commerce and management	8	24/09/2019	27/09/2019	1
Consultation on National	4	26/07/2019	26/07/2019	1

education  
policy 2019

[View File](#)

#### 6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
25	25	13	13

#### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provident fund, ESI, Gratuity, Zero Balance account, Maternity leave, medical leave, casual leave, Official on duty leave, salary for probationary, salary during vacation, financial support for attending workshop, seminars, conference, paper presentation, publication, conveyance, annual increment, promotion, conveyance.	Provident fund, ESI, Gratuity, Zero Balance account, Maternity leave, medical leave, casual leave, duty leave facility, annual increment, promotion, conveyance.	Management scholarship, Trustee scholarship, fee concession, class topper awards, loan facility, support to avail government scholarship, short term courses for negligible charges, conveyance to students, financial support to participate in inter college fest, sports and other programmes, financial support for publications. Free workshops, seminars, health awareness programmes.

### 6.4 – Financial Management and Resource Mobilization

#### 6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Management also has its own budget based on the fee collected from the students. Management releases the petty cash for the day to day expenses and also for every event or program organized by the head of the institution, which has proposal including the estimated expenses submitted to them. The internal audit and external audit is carried out by the official auditor of the Trust. However Bengaluru City University also audits the financial payments received by the university from the college and also if there is any dues / objections it will be intimated over the mail and the same will be addressed by the institution within the due date.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Manandi Nanjunda Setty	25000	Scholarships to Students

[View File](#)

#### 6.4.3 – Total corpus fund generated

5779194.00

### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Bengaluru City University	Yes	Vasavi Educational Trust
Administrative	Yes	Bengaluru City University	Yes	Management

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- Prompt feedback from the parents
- Parent teacher interaction
- Support during organizing various programmes at the college (Catering, Transportation etc.)

6.5.3 – Development programmes for support staff (at least three)

- E-Waste Collection Drive awareness program
- Awareness on Traffic Rules and Regulations
- COVID-19 Awareness programme- We stay in Corona stays out
- Self Defence program
- Drug Awareness Program
- Yoga program

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Post Accreditation Initiatives of 2019-2020 only

- Received order from Government and BCU for Permanent Affiliation of B.Com and BCA, Permanent Affiliation of BSC FAD
- Faculties are encouraged to pursue Ph.D., result of which is that 2 faculties are pursuing.
- International Conference organized on 19th Feb 2020 and published Conference Souvenir, ISBN Book Our Heritage UGC Care Journal Supported to publish eligible articles of conference. five handbooks are published at institution level
- 22 workshops and Seminars on IPR, 7 short term courses, 13 functional MOUs and 28 extension activities conducted to support students overall development.
- 32 collaborative activities for faculty research, faculty exchange, student exchange, internship programmes
- 64 workshops/conference/seminar sponsored by the Institution to encourage faculties
- Motivating faculty to publish research papers in reputed UGC-listed journals as a result of which published 35 articles in UGC Care listed journals, 30 paper presentation and published in ISBN Book in various National International Conference
- Faculties encouraged to pursue NET/K-SET
- Faculties motivated to pursue NPTEL/Swayam Courses-MOOC Courses result of which one staff completed the course
- Received NOC from government and BCU to start 4 years integrated BA B.Ed. Course in the college. Paid prescribed fee to NCTE
- Enhancing student employability by offering a wide range of industry -recognised Certificate courses

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	International conference	19/02/2020	19/02/2020	19/02/2020	500

	on Multidisciplinary Research on challenges to change and Development				
2019	The art of Winning	25/09/2019	25/09/2019	25/09/2019	164
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
self defense	24/01/2020	24/01/2020	248	2
women day celebration	07/08/2020	07/08/2020	56	1
Covid 19 pandemic cant stop learning and being healthy - Awareness Programme	30/03/2020	30/03/2020	308	103
Beauty with Confidence	20/09/2019	20/09/2019	334	2
Drug Awareness programmes	27/06/2019	27/06/2019	62	102
Yoga	21/06/2019	21/06/2019	95	65
Covid 19 we stay in corona stays out - awareness programme	28/04/2020	28/04/2020	58	64

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>Solid waste management -Arrangements are made to collect wet waste and dry waste separately in two separate bins maintained in the college which could help in conversion to fertilizer easily. The college has made a pit where in dry leaf and other garden waste are dumped and converted into compost, which is used as manure for garden maintenance Liquid waste management -Wastage of drinking water is restricted and monitored by the staff in every floor. Proper drainage is arranged for all buildings in the campus. Rain water harvesting is done for the proper utilization of the rain water and water management at the college. Roof top rain water is been diverted to the ground floor so that it could be used for watering the plants and other purposes. Waste water separated</p>



		community					
2019	1	1	30/08/2019	1	Cauvery Calling	Programme to support People living close to the bank of cauvery how various commercial complex are threat to water resource this initiative address the local community since most part of Karnataka depends on cauvery water.	132
<a href="#">View File</a>							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus	03/05/2019	This book contains details about the programs and courses offered by the institution. It educates the students and parents, the most important stakeholders about the Infrastructural facilities, ICT facilities, Library, Co-curricular and extra-curricular activities available for the students for their overall development. The prospectus also highlights the University to which the college is affiliated, dress code to be followed and other

		amenities and facilities available to the students after they join the institution.
Committee Hand book	18/09/2019	The book contains the details of various committees functioning in the institution like IQAC, Library, Equal Opportunity Cell, Sports, Cultural, Placement, Parent and Relation Cell, Alumni Association and son on. It contains rules and regulation, benefits to all stakeholders, name of the faculty is also mentioned in the handbook to be more transparent and responsive towards each committee.
HR Policies Handbook	13/09/2019	This handbook contains the details of various Human Resources Policies for teaching and nonteaching staff like Induction Policy, Policies on Promotion and Demotion, duties and responsibilities of Teachers, Probation policy, Appointment Policy, Termination policy, Staff welfare policy, Grievance management policy, benefits to staff in the form of Gratuity, ESI benefit, Medical Leave, Casual Leave, Tuition Fee concession policy, Laptop policy, Conveyance, R D and dress code policy. It is expected that teaching and non-teaching staff members follow these policies and guidelines and abide by the guidelines strictly.
Anveshane	29/06/2019	IQAC Committee handbook with tag line Way to Quality destination contains information about the IQAC updated requirements from NAAC and the various activities conducted at

		<p>the institution with a vision, mission and objective of quality enhancement. It also highlights about the detailed process, procedures, rules, regulations and activities to be conducted under the banner of IQAC committee as notified by the NAAC and many volunteered by the institution keeping in mind the vision and mission. This book enlightens all the stakeholders of the institution.</p>
Mitra	30/07/2019	<p>Mitra - Friend after college is an alumni handbook containing details regarding the institution, alumni, code of conduct of alumni, membership, executive committee, bye-laws of the alumni association and other details.</p>
Anubandha	08/04/2019	<p>Parents are one of the important stake holders in the institution. Anubandha-Parent Code of Conduct Handbook is a book that gives the overview about the college to the parents. It is an effort by the college to make the parents well versed and conversant about the college infrastructure, facilities, activities of the college, welfare schemes for students, code of conduct - the dos and don'ts for the parent. It also includes details regarding parent's responsibilities, parent teacher interaction, parent support for the institution etc.</p>

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
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Birth anniversary of Sardar Valabai Patel	21/10/2019	21/10/2019	263
Martyrs day	30/01/2020	30/01/2020	177
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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plastic-free campus: boards are displayed in all prominent areas of the campus and Students are given special instruction about using paper bags, carry bag along with them Plastic bags are restricted in the campus. 2. Paperless office: Attendance, IA Marks, sending messages to parents and students and admission process are updated in the system for which institution has MOU with Pupilpod for the services of module like admission, fee payment, attendance, transportation etc. Admission approval and Examination process done in association with BCU. Student scholarships, verification and communication with various organizations done with the support of e-mails. 3. Green initiative Green landscaping with trees and plants: The environmental beautification of the campus is done by afforestation by planting thousands of Saplings which can grow with less annual rainfall. Environmental day is organized annually planting the hundreds of plants includes medicinal, flower and environmental plants in the campus. 4. waste management: There is an instruction to all the support staff to segregate the dry, wet and e waste separately, and the materials are disposed accordingly. The cartridges of various printers are refilled from the vendor outside the campus. UPS Batteries are Recharged/repaired/exchanged by the suppliers directly. College is having an understanding with an NGO. E-Waste Collection drive it also organized across JP Nagar Collects and disposes e-waste through NGO. 5. Vehicle Pooling and Public Transportation In the campus, good number of Staffs students are using public transportation like buses and metro. The College is located within 1-1.5 km radius good Metro connectivity is available. Staff also used to two wheeler pooling and car-pooling. Many students commute in the bicycle

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

Best Practice 1 Title: "Prakashnam - Light of knowledge" Objectives: The objectives of the initiative are • To develop a research culture among staff and students. • To inculcate the habit of writing among students and staff With the above objectives, a best practice was implemented by the institution titled Prakashnam. Context: Since many students are first generation learners, it becomes mandatory to inculcate writing habits in students. This has been a big challenge, but still teachers were able to encourage them to come up with small articles or write-ups from newspaper or magazine. what basically started with student's wall magazine for each stream gradually developed into publishing of books every year at the institute irrespective of the specialization. Practice: Initially it started in the name of "Biz news" for B.Com students, "Fashion Buzz" for B.Sc FAD Students and "Techno News" for BCA Students. Slowly students found it interesting and started volunteering to present more and more. This was a small initiative which has been taken by the IQAC to inculcate writing skills among the students in the form of wall magazine. It has created a healthy competition among the students of inter disciplinary course. After this, annual Magazine Drusthi was published including articles from the students from all streams. Teachers had observed that only meritorious students were coming up with articles and academically weak students were lagging behind. Hence college organized good number of soft skill program, communication skill workshops and few of the students were also given short-term certificate course to develop the communication and writing skills. Again,

in spite of all these efforts, students had an inferiority complex to come up with the original articles. Hence newspaper wall magazine was introduced, where they could collect the important news content from the newspaper and make it as collage that was published in the notice board. Apart from this, college also encourages the publication of e-newsletters department wise namely Comtech, Faccio news and Wrap-up. Students enjoy in writing, printing, reading and sharing with others. College continued publication of conference souvenir, ISBN book and college has come up with various human values and professional ethics code of conduct for various stake holders like parents- Anubandha, students - Parichay, committee book and Prospectus, alumni- Mitra, teachers - HR Policies and Anveshane. Problems encountered and resources required: • Problems encountered in rectification of grammatical errors. • Problem of motivating the students to write articles. • Time adjustment of students and staff for discussion on articles which is generally after college hours. • New idea generation for writing articles is also a great challenge. Evidence of success: Publication of Wall magazine, Notice board magazine, e-newsletter, annual magazine, souvenir, ISBN books and various hand books to stake holders. Best Practice 2 Title: "Help Us To Help Others - Student's Financial Aid"

Objectives: • To support the students in paying admission and examination fees or any expenses during their examination • To ensure minimum dropout of students owing to financial problems. • To help the economically weaker section of students. Context: The College has open door policy in admissions as per the vision and mission of the trust. It caters to financially and economically weaker sections of the society and ensures affordability of education to all. Many students who get admitted to general course offered by the institution either belong to below average income group or BPL families. Only few percentages of students come from average income group. This made the Trust to think of affordable fees and scholarships for deserving students apart from fee concession. In spite of these management efforts, student's dropouts were increasing due to family financial position. "Help Us To Help Others - Students' Financial Aid" has been initiated in the year 2016-17 by the faculty of the institution giving a ray of hope to ensure continuity of students' education. Slowly the financial support i.e. the amount of contribution was also extended by parents, visitors, alumnus and students Practice: Initially the contributors were one or two - either the Principal or few interested faculty members. Since the amount was very less, there was a concern about the success of the said scheme. But with the dedicated efforts of the faculty members, many parents, visitors, alumnus and financially strong students felt motivated and started to support the practice. Initially, financial aid was given to those students who approached the Principal or faculty with their helplessness to continue the admission or write the examination. Later, the practice has been formalized by inviting student's details through the Head of the Department which helped in identifying the needy students and financing them at right time. The institution has also formalized the process by maintaining a register of Contribution and a register of Disbursements containing details of amount of contribution received during the year, Name of the student, amount given and total number of students benefitted during the year. Problems encountered and resources required: • Fixing of amount to be distributed to individual students is a challenge considering the differences in financial status and admission fees • Selection of student beneficiary is a challenge • Collection of fund is difficult as the contribution is totally voluntary. Evidence of success: The year, in which this scheme was initiated, help was extended for 21 students with Rs. 43167. During 2017-18, again 21 students got benefitted with the mount of Rs. 28278. During 2018-19, the collection amounted to Rs 45550 and 31 students were supported financially. In spite of Covid 19 Pandemic, the initiative was continued even for 2019-20 which witnessed a collection of Rs. 12375 which was utilized to support 7 students. The financial aid can be given to continue admissions and make payment of

examination fees. Other Best Practices include • Starting the day and class by invoking lord almighty for universal peace. • Establishment and conduct of activities under Commerce Forums like Vanijya Dhara and Vanijya Milana, Faccio forum for B.Sc FAD • Management scholarships and fee concession to students other than government scholarship. • Short term courses at very negligible charges. • Sensitizing the students towards gender, values and environmental concerns through events under Extension activities • Job opportunity in the institution to UG and PG student in the in various positions. • Conducting Bridge Courses and Remedial Classes for needy students. • Encouraging students to earn while learning • Faculty members, Alumni and outgoing students donating books to library • Provision of free RO purified drinking water to students • Free newspapers Deccan Herald – English, Vijayvani – Kannada News Paper to students staff

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://vetfgc.edu.in/publications>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

VET First Grade College is one of the branches of Vasavi Educational Trust started in 1996 with just B.Com course. As on date it offers B.Com along with various other courses like B.Sc. FAD, BCA, BBA, M.Com, PG Diploma in E-Commerce and PG Diploma in Business Administration at very affordable fees. VET is completely charitable Trust started by few Vysya Business Philanthropist, with an objective to cater to all sections of the society. The College, keeping vision and mission of the Trust runs with the objectives and its own vision and mission to support the trust. As a result, admissions are with open door policy considering the rules and regulations of State Government and Affiliating University supporting UGC Guidelines. Most of the time, to maintain the standard of education, the admission fees charged by the college is not sufficient and hence trust and trustees support the institution to maintain the quality of education, never letting down the objective of the Trust. In spite of this, the Trust has never thought of increasing the admission fee drastically. The college extends other extracurricular and co-curricular activities apart from the curriculum available in the syllabi like Encouraging short-term certificate courses to develop the skills, deputation of students to National and International seminars to various colleges at inter-collegiate platform, apart from organized seminars, workshops, guest lectures and conferences in the institution, organising career orientation and placements, organizing remedial and bridge courses. Sports and Cultural activities, extension activities, personality development programs are given equal importance. The college maintains the gender equity which is presented in the statistics given below. • Total Admission out of 606 during 2019-20, 53 are boys and 47 are girl students. • Considering the Government regulations, of the total, 15 belong to SC/ST, 13 belong to General and 72 belong to OBC category. • Out of SC/ST students, 48 are boys and 52 are girls • Out of General category students, 51 are boys and 49 are girls • Among the OBC category, 54 are boys and 46 are girls • The scholarships from various Government Departments account for 27.88 , of which 42 of beneficiaries are boys and 58 are girls with the total scholarship amount of Rs.968924.00 The statistics above shows the distinctive feature of college giving equal opportunity for girl students and their education. The institution proudly states that, in spite of open door policy of admission and without any cut-off rate for admission, it has secured 2 ranks at Bangalore University namely 1st and 9th Rank in addition to getting centum in individual courses, exemplary, outstanding and distinction results in

University examinations.

Provide the weblink of the institution

<https://vetfgc.edu.in/latest-events>

### **8.Future Plans of Actions for Next Academic Year**

IQAC in its pursuit has been striving hard to promote Quality academic initiatives since its inspection in 2010. Its future plans are • Organizing International Conference. • Publishing ISBN Book. • New Editions of Handbooks for all stake holders. • Faculty Development Program. • Training Program for support staff. • Introduction of new course, additional Value Added Course and Short Term Courses. • Strengthening commerce and fashion technology forums. • Inviting Alumnus for sharing and caring scheme. • Encouraging faculty members improvising their publication level to UGC Care list and Scopus Indeed Journals. • Strengthening Placement Cell. • Encouraging staff members to attempt competitive examinations like NET, K-SET,SLET and enrolling for SWAYAM / MOOC courses • Enhancing the Internet bandwidth for strengthening WI-Fi facility in the institution. • Procuring E- resources to promote e-learning among students and faculty members. • Reinforcing Admission Strategy.