



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Vidyalankar Institute of Technology, Mumbai
• Name of the Head of the institution	Dr. Sunil Patekar
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02224102321
• Mobile no	9820580658
• Registered e-mail	principal@vit.edu.in
• Alternate e-mail	varsha.bhosale@vit.edu.in
• Address	Vidyalankar College Marg
• City/Town	Mumbai
• State/UT	MAHARASHTRA
• Pin Code	400037
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Self-financing
• Name of the Affiliating University	University of Mumbai
• Name of the IQAC Coordinator	Dr. Sangeeta Joshi
• Phone No.	02224102321
• Alternate phone No.	9869036269
• Mobile	9405204023
• IQAC e-mail address	sangeeta.joshi@vit.edu.in
• Alternate Email address	sangeetamjoshi@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year))	https://vit.edu.in/images/downloads/naac-uploads/2019-20_VIT_AQAR.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://vit.edu.in/naac.html

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A+	3.41	2019	04/03/2019	03/03/2024

6.Date of Establishment of IQAC

01/07/2014

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department: Electronics & Telecommunication, VIT Mumbai (Convenor: Dr Sanjay Thakur)	Grant for Organizing STTP under AQIS	AICTE (All India Council for Technical Education)	YEAR: 2021 6 days	Rs. 90,000/-

Department: Information Technology, VIT, Mumbai (Convenor: Dr Deepali Vora)	Grant for Organizing Conference	AICTE (All India Council for Technical Education)	YEAR: 2021 2 days	Rs. 50,000/-
Department: First Year Engineering, VIT, Mumbai (Convenor: Prof. Ambadas Deshmukh)	ATAL FDP	AICTE (All India Council for Technical Education)	YEAR: 2020 5 days	Rs. 93,000/-
Faculty: Prof. Swati Sinha (Information Technology, VIT, Mumbai)	Major Project	Indian Institute of Geomagnetism , Mumbai	YEAR: 2020 1 year	No Financial commitment involved
Faculty: Prof. Akshatha Bhat (Electronics Engineering, VIT, Mumbai)	Major Project	Indian Institute of Geomagnetism , Mumbai	YEAR: 2020 1 year	No Financial commitment involved
Faculty: Prof. Akshatha Bhat (Electronics Engineering, VIT, Mumbai)	Major Project	Indian Institute of Geomagnetism , Mumbai	YEAR: 2020 1 year	No Financial commitment involved

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File

9.No. of IQAC meetings held during the year	02	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1.Application submitted to UGC for receiving 2(f) and 12(B) on 29/08/19. Received the letter of inclusion for proposal 2(f)/12(B) on 27th April 2021 from UGC. The Institute is working on Autonomy proposal including syllabus preparation. 2.The Annual Quality Assurance Report (AQAR) for the year 2018-19 and 2019-20 are successfully uploaded on NAAC portal on 10th November 2020 and 25th May 2021 respectively 3.Design and development of vRepository (an Institute cloud) is carried out for systematic data upload along with evidences of AQARs for internal data compilation process. Department wise sessions were conducted on 23rd June 2021 to explain the design of structure for systematic data upload and NAAC expectations regarding data as per their SOP. 4.As an IQAC initiative, Department of Information Technology has organized AICTE funded E-International Conference on "Advances in Information Technology and Research - ICAITR 2021" on 31st May 2021 and 01st June 2021 5.As an IQAC initiative, First year Engineering department has organised ATAL FDP on "Design Thinking" from 7-11 December, 2020 and Department of Electronics and Telecommunication has organised AICTE funded FDP (Phase-I) on "Telecommunication Networks" from 3-8 May 2021.</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
<p>IQAC has planned to upload the Annual Quality Assurance Report (AQAR) for the year 2018-19 and 2019-20.</p>	<p>The Annual Quality Assurance Report (AQAR) for the year 2018-19 and 2019-20 are successfully uploaded on NAAC portal on 10th November 2020 and 25th May 2021 respectively</p>
<p>As an IQAC initiatives, design and development of vRepository (an Institute cloud) is carried out for systematic data and evidences upload of AQARs for internal data compilation process. Department wise sessions were conducted on 23rd June 2021 to explain the design of structure for systematic data upload and NAAC expectations regarding data as per their SOP.</p>	<p>This mechanism facilitated for systematic and regular data compilation and upload on Institute cloud.</p>
<p>One Day National workshop on "Understanding Excel for Quantitative Metrics" was proposed as an IQAC initiative during 15th IQAC meeting held on 7th November 2020.</p>	<p>One Day National workshop on "Understanding Excel for Quantitative Metrics" was conducted on 15th May 2021. 250+participants across the Nation benefitted from this workshop.</p>
<p>IQAC proposed to incorporate the Net Promoter Score (NPS) for analysing the Stakeholders' Feedback and Student Satisfaction Survey (SSS) data.</p>	<p>NPS with specific threshold levels for Student Satisfaction Survey (SSS) and Stakeholders' feedback is introduced for analysing the data. Analysis is carried out at the Institute level and accordingly action plan is prepared for the responses which are below threshold levels by the respective departments for further improvement.</p>
<p>Institute has carried out tie up with Coursera, edX, for attending online courses for faculty, staff and students. The</p>	<p>All faculty as well as many students benefitted with e-platforms for enhancing their knowledge and skillset through</p>

tie up for Coursera is extended upto January 2021.	online courses.
Department of Information Technology, VIT has organized AICTE funded E-International Conference on	Many faculty, students and researchers are benefitted through keynote addresses delivered by renowned personalities from Industries and by the research work presented during the conference.
As an IQAC initiative, Department of Electronics and Telecommunication, VIT has organised AICTE funded FDP (Phase-I) on Telecommunication Networks from 3-8 May 2021 and First year Engineering department has successfully organised ATAL FDP on "Design Thinking" from 7-11 December, 2020.	Many faculty and students are benefitted by acquiring the domain knowledge through the various talks delivered by the experts.
Institute has participated in E Guru Cool National Program in association with IBM INDIA UNIVERSITY RELATIONS (6 Days Training on Emerging Technologies followed by a Project Build-a-Thon) during 1-28 September 2020.	66 Faculty members participated and 39 faculty members completed successfully i.e. with project completion. One faculty got selected in first 10 best projects at National level.
Institute has organised 30+ Value added courses for the students. All these courses were designed and developed by faculty.	Many students were benefitted by acquiring domain specific knowledge.
Online V-Hackathon competition is conducted for faculty as well as students from 31/10/2020 to 01/11/2020.	235+ Students and faculty participated in the competition and could advance their hands-on learning experience. Prizes were awarded to motivate the participants.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Governing Body	18/12/2021
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020	23/01/2020
Extended Profile	
1. Programme	
1.1	525
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2. Student	
2.1	3113
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2	290
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	1062
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	135
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	129
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	40
Total number of Classrooms and Seminar halls	

4.2	600
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	952
Total number of computers on campus for academic purposes	

Part B**CURRICULAR ASPECTS****1.1 - Curricular Planning and Implementation**

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

The Institution has a well-structured curriculum delivery plan. To strengthen curriculum following steps are undertaken:

1.Planning:

Stage-1:Academic calendar and subject allotment

Stage-2: Preparation of draft Academic Administration Plan (AAP)

Stage-3:Interactive Cluster Meetings for identifying gaps and strengthening of AAP

Stage-4:Academic Preview Process (APP)is conducted at the beginning of each semester as an IQAC initiative. A panel of experts validates academic preparedness.

Stage-5 Online Modefor content delivery

Content delivery is carried out using MS-Team online platform. Effective student engagement is ensured through use of various TLP tools like Flipgrid, Padlet, Polly, Kahoot, Mind maps, crosswords, concept videos etc.

2.Dissemination of AAPthrough Institute's internal portal (vRefer/vLive).

3.Curriculum Delivery: To ensure that student plays an active role in the learning Process, curriculum delivery is made more effective through various activities. In addition to conventional methods like Lectures/Lab Session/Tutorials, curriculum enrichment is ensured through the following:

- BSAs are planned for enhancing the curriculum delivery.
- Student Centric learning Methods like Experiential, Participative/Collaborative and Problem Based Learning are implemented.
- Institute has established linkage with online MOOC platforms such as Coursera, edX and MathWorks Faculty and students were encouraged to undertake courses in relevant fields for value addition.

4. Structured and Periodic monitoring:

Academic coordinators monitor content delivery of courses and give feedback to HOD

1. Monitoring effectiveness of student learning: Continuous evaluation is done though formative (Internal Assessment) and summative (Term work evaluation) assessment.
2. Feedback and Takeaway: Content delivery Feedback is analysed through following processes-

- Students' feedback
- Academic Review Process
- Result Analysis

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

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

Planning, dissemination, implementation and monitoring of CIE components is rigorously carried out to ensure its adherence to Academic Calendar

Planning: The Institution prepares its academic calendar in alignment with the University. It is exhaustive comprising time line for continuous evaluation and committee activities.

Every faculty prepares comprehensive Academic Administration Plan (AAP) comprising lectures, practical/tutorials, rubric for Term Work evaluation etc. AAP is vetted by the respective Cluster Mentor.

Dissemination: Academic calendar and AAP for every course is published at the beginning of every semester and the same is disseminated to the students through website, Induction programmes and vLive.

Implementation:

1. Conduction of IA tests and assessment: IA1 and IA2 are conducted in the 6th week and 12th Week of the semester. Timely completion of paper assessment and result declaration is assured.
2. Term work evaluation: Lab work, Assignment / Tutorials, pop quizzes Mobile App Based Quiz/ open book test/take-home etc. Evaluation is carried out as per schedule specified in the AAP.
3. Mini and Final Year Projects are periodically reviewed by the panel of experts.

Monitoring: Adherence of CIE and other components to the academic calendar are closely monitored and corrective actions, if any, are

taken immediately through faculty/student counselling.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

A. All of the above

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

09

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

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**19**

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**615**

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

Institute emphasizes on the importance of cross cutting issues in the curriculum to facilitate interdisciplinary thinking and collaborative learning. Examples include Professional Ethics, Gender, Human Values, Environment and Sustainability which are covered in the curriculum.

Professional Ethics and Human Values:

The courses like, communication skills, Business communication and Ethics, Business Ethics Organizational Behavior, Business Environment, Ethos in Indian Management, Corporate Social Responsibility, Entrepreneurship management are in the curriculum. These courses emphasize on professional and technical communication and writing skills, value education, importance of ethical behavior and social responsibility.

Gender:

Gender-related issues are addressed directly or indirectly in courses like Entrepreneurship Management and Environmental Studies. Modules on Gender bias and Human rights including, sexual and reproductive rights, the rights to equality and non-discrimination, women entrepreneurship, values and gender socialization are discussed in these courses. Institute also organizes various activities like webinar on gender equality, online workshop on Mental Health Awareness etc.

Environment and Sustainability:

Courses like Environmental Studies, Business Ethics, Business Environment and Corporate Social Responsibility are included in the curriculum. The objective of these courses is to create environmental awareness among students by emphasizing on the concerns like renewable & non-renewable energy sources, ecosystems, bio-diversity and its conservation.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

53

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

734

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://vit.edu.in/images/downloads/naac-uploads/1.4.1_ONM_Stakeholders%20feedback%20Analysis%20.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://vit.edu.in/images/downloads/naac-uploads/1.4.2_QNM_%20Stakeholders%20feedback%20Action%20taken%20reports.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

757

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

236

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

2.2 - Catering to Student Diversity

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

The Institute is conscious of the fact that students are diverse and

the extent of their learning is influenced by their background, abilities and other personal attributes. The Institute has developed SOPs with an objective to devise a structured mechanism to assess the learning levels of the students and to monitor, evaluate and improve their academic performance. Class interaction, mentoring and continuous assessment process enables teachers to understand students' background, interests, potential, learning needs and skill set which help teachers to identify them as slow and advanced learners. Post identification, every faculty mentions the improvement plan executed for the students in the course diary.

Efforts for slow Learners:

- Extensive use of language labs for the needy students
- Remedial and extra sessions for analytical and difficult subjects
- Intensive Education Development Program is in place for weak performers

Efforts for Advanced Learners:

- Online certification courses, challenging assignments, open book tests, problem based experiments etc.
- Encourage students to pursue internship, participate in state and national level coding competitions, advanced projects, paper and poster publications, excel in University exams and enrolment in professional bodies like IEEE, IETE, ACM, CSI, BMESI
- Topper students are felicitated in presence of their parents through parent interaction committee

File Description	Documents
Paste link for additional information	https://vit.edu.in/images/downloads/naac-uploads/2.2.1-AI-Upload.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
3113	135

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The Institute incorporates various student-centric methods for ensuring enhanced learning experience and thereby attains effective curriculum delivery. At the beginning of the semester, during preview process, cluster mentors rigorously review Academic Administration Plan (AAP) and ensures that variety of student-centric methods are included. At the end of semester, during review process, panel of experts verifies the content delivery specified in AAP.

To cope up with pandemic situation and to avoid academic loss of students, institute has immediately adopted to the MS-Teams online content delivery platform. The e-resources like LMS, vLive, vRefer etc. are used for providing e-content developed by the faculty.

Experiential learning

- Lab Experiments: Online open-source simulators/software
- Hands-on Workshops like Basics of MATLAB, Machine Learning etc.
- Virtual Field trips, Virtual labs
- Internships
- Live Projects
- Business Simulations

Individual learning:

- Value-added Assignments/Quizzes/Crosswords
- Online courses: NPTEL/MIT-OCW/Coursera, etc. (Institute has tie-up with edX, Coursera)
- Interactive Language Lab
- Poster presentation

Participative/collaborative learning:

- Student Seminars
- v-Talks Webinar Series
- Mini Projects: "Hand wash Timer", "Smart Stick" etc.
- Group discussions
- Flipped Classroom

- Various Competitions: Hackathon2021, Reverse Coding etc.
- Committee activities: Hackatronics, IRIS-2021, Voyager-2021, ALGORHYTHM 2021 etc
- Gaming Activities - Kahoot game, Quizlet games, word cloud etc.

Problem based learning:

- PBL Experiments
- Case Studies
- Scholarly Term Paper

File Description	Documents
Upload any additional information	View File
Link for additional information	https://vit.edu.in/images/downloads/naac-uploads/OlM-2.3.1-AI-final%20Upload.pdf

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

The institute has always been proactive and passionate to provide ICT enabled infrastructure and facilities to make teaching learning process effective ensuring student enagement. This also facilitates to cater the needs of techno savvy millennial generation. The use of ICT enabled tools and resources transforms the traditional classrooms into a new look wherein, content delivery is more effective with the inclusion of videos, advanced simulators, e-learning platforms etc. and e-assessment is more faster. The institute provides ICT tools and resource infrastructure as described below.

e-Resources and Techniques:

- v-Live, v-Refer, v-MIS, v-Print, v-Talk, v-Repository (Infrastructure for teaching learning resources)
- Live Lecture Capture Recording facility
- NPTEL Videos
- Microsoft Teams (Online Teaching-Learning), Zoom (Meetings and Seminars)
- Coursera, edX, Matlab Academy
- TEDex
- Digital Content Development and YouTube channels
- Institute NDLI Club

ICT Infrastructure available at the Institute:

- 37 Classrooms with LCD projectors and Wi-Fi connectivity
- 19 Smart Classrooms
- 3 Seminar halls equipped with projectors, audio video recording, wi-fi and LAN
- 19 Video Centers
- 754 Personal Computers
- 100 Mbps Leased Line Internet Connection
- 7 Tablet based information Kiosk
- 1 Online Library
- 1 Language Lab
- 1 Print Station

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

107

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

135

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

23

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

10

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The Internal Assessment System comprising IA tests and Teamwork is based on the guidelines prescribed by the University of Mumbai.

Viewpoints of various stakeholders like Faculty, Students, DAB are also considered.

1. Internal Assessment (IA) tests:

Two online internal assessment tests are conducted during the semester covering the entire syllabus making provision towards maximum CO attainment and hence ensuring the robustness.

Transparency is ensured by pre-notifying the IA test schedule, syllabus, pattern, evaluation scheme etc. to the students. Online proctored examinations are carried out during pandemic and immediately results are disseminated to students.

2. Term-work Assessment:

The Term work assessment is based on continuous evaluation using a variety of tools like attendance, assignments, tutorials, lab performance and journal assessment, periodic mini and final year project reviews. In addition to this, various beyond syllabus activities are conducted through collaborative learning activities like Poster Presentation, Panel Discussion/Mock GD and additional assessments like pop Quizzes, Open Book, Take Home Tests. Assessment is carried out periodically and frequency is based on type of tool and hence robustness is ensured. Transparency in assessment is ensured by following the standard and pre-notified grading rubrics and appointing panel of experts for periodic reviews of the projects.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Ordinances of UoM and the Institute's SOPs are available to enable dealing with examination related grievances transparently in a bound time and efficient manner.

1. Redressal mechanism for grievances before Exam

For grievances like non-issuance of hall ticket, correction in name, the students can apply to the principal. After verification, necessary corrections are done immediately.

2. Redressal mechanism for grievances during Exam

Any discrepancy/doubt in the question paper reported by student is cleared by the Supervisor / Chief Conductor immediately

Caught for practicing unfair means:

- The Board of Examinations of UoM and/or Principal will set up committee which gives a hearing and decides the appropriate action if the student is found guilty.
- All cases of unfair means are dealt with as per Ordinance 5050 of UoM.

3. Redressal mechanism for grievances after Exam

- In case of revaluation applications, masked answerbook are sent for re-assessment to new examiner appointed by UoM. If changes in marks is more than 25%, it again re-assessed and new marks are considered as final marks.
- For totalling mistake in the marksheet or wrong SGPI, students can apply to the principal. After verification, necessary corrections are done immediately, and the revised document is issued to the student.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The Institute follows the Academic curriculum as prescribed by the UoM (University of Mumbai) which specifies the Course Outcomes (COs) for all the programs. Graduate Attributes (12) i.e., Program Outcomes (POs) for Engineering and Management programme as specified by National Board of Accreditation (NBA) are suitably modified with respect to specific Programme. Focussed Specific Programme Outcomes (3-4) for each Programme are also articulated as Program Specific Outcomes (PSOs).

All these Outcomes are disseminated to the stakeholders through the following channels:

- **Digital Media**
 - Institute Website (www.vit.edu.in)
 - Internal MIS (ERP)
- **Print media**
 - Staff Diary
 - Course diary
 - Academic Administration Plan
 - IA audit form
- **Outdoor - Boards at prominent places**
 - Instructional Areas
 - Laboratories
 - Seminar hall
 - Administrative Areas
 - Department offices
 - Faculty rooms
- **Activities/Meetings**
 - Orientation / Induction programme
 - Presentation of lesson plan in the first lecture
 - Departmental meetings while discussing attainment levels.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Course Outcome attainment: Calculation of CO attainment is based on the following components.

1. **Internal Evaluation (20%Weightage) comprising IA Tests, Lab work, Assignments etc.**
2. **External Evaluation (80%Weightage) comprising of End Semester Theory and Oral/Practical Examination**

Levels are based on the percentage of number of students who are scoring above the calculated threshold value. The Threshold values considered are 60%, 70%, 80% for the attainment of level 1,2,3 respectively. Subsequently, attainment value is multiplied by the respective weightage of that component.

PO Attainment

PO attainment is carried out using Direct and Indirect tools. CO-PO mapping is used as a Direct tool for PO attainment.

Direct Tools (80% weightage): Attainment of COs for all the courses under the Programme is carried out and based on CO-PO mapping table of the entire programme, attainment of each PO is carried out. However, as all PO's attainment could not be possible using CO attainment, Indirect tools are also used.

Indirect tools (20%weightage):

Following tools are used

- Program exit survey (30% of 20% weightage)
- Employer Survey (40% of 20% weightage)
- Alumni Feedback (30% of 20% weightage)

PSO Attainment:

It is same as calculation of PO attainment with direct and Indirect tools mapped to PSOs.

CO-PO mapping:

Assessment strategy for Outcome based education as specified in the Examination Reform Policy (Nov 18) of AICTE is used for CO-PO mapping. Based on the competencies to be attained for each PO and Performance Indicators for each Competency CO-PO mapping including strength of mapping is carried out. Strength of mapping is indicated with the correlation levels 3 substantially (high), 2 moderately (medium), 1 slightly (low).

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

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the**

year	
1062	
File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://vit.edu.in/images/downloads/FINAL ANNUAL REPORT 2018-19.pdf
2.7 - Student Satisfaction Survey	
2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)	
https://www.vit.edu.in/images/downloads/naac-uploads/Student-Satisfaction-Survey-2020-21.pdf	
RESEARCH, INNOVATIONS AND EXTENSION	
3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
00	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of teachers recognized as research guides (latest completed academic year)	
3.1.2.1 - Number of teachers recognized as research guides	

03

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

02

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

The Institute has created an ecosystem for innovation, creation and transfer of knowledge by establishing R&D Committee, Incubation Center, IPR and Entrepreneurship Cell and Ph.D. centre.

The R&D ecosystem constitutes

- Human manpower infrastructure comprising 06 recognized research guides, 23 doctorate faculty and 15 faculty pursuing Ph.D programs.
- Physical infrastructure comprising well equipped Library and laboratories with modern simulation tools and equipment for carrying research activities.
- Mumbai University approved Ph.D. Programme for Computer Engineering is in place since 2014.
- Incubation Centre and Entrepreneurship Cell (E-cell) is in

place since 2012

- Intellectual Property Rights (IPR) cell is in place since 2014
- Research and Development Committee to facilitate for creation and transfer of knowledge by conducting technical workshops, seminars, industrial visits, Gadget Guru Sessions, Training programs, National and International Conferences, Book Reviews/Paper Reviews, Technical presentations by faculty members and also provides mechanism for submission of minor and major research proposals for funding by Institute/University.
- AET Journal: Institute publishes technical journal 'Applied Engineering and Technologies', with ISSN: 2278-1722 annually. Quality of reviewed research papers is ensured through reviews.
- To identify and nurture the latent entrepreneurial spirit of students and provide them opportunities for excellence. Activities like First Generation Entrepreneur was conducted

TEDxVIT: To inspire students for innovation, eminent personalities were invited to share their success through TEDxVIT event based on the Theme: Understanding the Box.

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

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

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

05

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

3.3 - Research Publications and Awards	
3.3.1 - Number of Ph.Ds registered per eligible teacher during the year	
3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year	
00	
File Description	Documents
URL to the research page on HEI website	https://vit.edu.in/rnd.html#
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded
3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year	
3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
11	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
25	
File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

In pursuit of its service to community and society, Vidyalankar Institute of Technology has set up a National Service Scheme in the year 2017.

Various activities undertaken in the neighborhood community are:

1. Cleanliness: Under 'Swachh Bharat Abhiyan', Students initiate drives to create awareness through activities like Mithi river and Dadar beach cleaning.

2. Environment:

- Institute's Sewage Water Treatment Plant is in place. (Recycles 4000 litres of water/day). Students visit this plant and further they spread message to nearby residential complexes.
- e-Waste collection is carried out through e-waste Re-cycle bin placed at campus.
- Celebration of Environment day was by planting saplings in the surroundings of home and also recycling old pot or plastic containers

3. Health:

- To bring awareness of fitness benefits by yoga an activity of Awareness via 21 Days Yoga challenge was conducted.
- A webinar was conducted on Eat kind Be kind activity the advantages of well-balanced vegetarian diets were discussed.

4. Other initiatives

- An activity on awareness of dangers of track crossing was conducted.
- A Webinar titled Students books and beyond was conducted to create interest and daily schedule to enjoy reading books again.
- In order to contribute to the society and reduce the use of plastic paper bag making and use is to be encouraged.
- The activity of Finding Solutions to Covid-19 using Arduino was conducted to cop up with the current situation.

Learning from Activities:

1. Build up an involvement and fostering attitude to contribute towards societal issues and community problems.
2. Enhance skills like social, communication, leadership, management and perceptual skills etc.
3. Develop a sense of social responsibility and interest in environment related issues.
4. Cater to the holistic development of students.

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

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

NIL

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

13

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

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

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

600

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

3.5 - Collaboration

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

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

460

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

05

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The Management has erected high performance buildings which exude exuberance which are thermally, visually and acoustically comfortable; energy, material and water efficient; safe and secure; easy to maintain and operate and which have stimulating architecture.

Classrooms: All 37 classrooms are air conditioned. The entire campus is Wi-Fi enabled. The asymmetrical nature of the spaces designed allows for insertion of huddle spaces within the formality of the larger classroom. Most of the classrooms open out to interaction and recreational zones or spill-out balconies, which make every corner very cheerful, lively and stimulating.

All classrooms are ICT enabled with projector facility. In addition, 19 classrooms are equipped with "IMPARTUS Lecture Capture" system to develop open courseware. Recorded lectures are then hosted on the LMS.

Laboratories: The laboratories are well-equipped with latest equipment like Spectrum Analyzers, Logic Analyzer and Vector Network Analyzers. The laboratories have around 15 licensed software/simulation tools like IE3D, OPTISIM, Genesis, Rational Rose, AUTOCAD, MATLAB, Cadence Virtuoso tools, TCAD, SPSS, Oracle,

Apple Development Server to make students industry ready.

The Language Laboratory has 20 Apple Machines and training software. This helps to prepare students to be effective communicators to enable them to match up to global industrial and corporate requirements.

Computing equipment and IT Facilities:

- Central server with 952 computing machines in working condition.
- Around 20 licenced software.
- State of the art, web-based centralized printing service that allows users to give print jobs from around the globe to "Any Time Print" (ATP) stations.
- "Vidyalankarlive.com", an award-winning academic networking portal for the student-Faculty community which provides a platform for discussion and thought-sharing.
- Digital Repositories like vRefer help students to access course contents.
- Online MOOC courses through Swayam are made available to students.

Library: The Central Library is well-equipped with 8153 titles, 41254 volumes and subscribes to both national and international journals like IEEE, JGATE, EBSCO, etc.

Other infrastructure:

- All departments have dedicated seminar halls.
- A vibrant and modern auditorium with space of 6000 sq ft and 264 seating capacity

Awards for Infrastructure:

- The internationally acclaimed "Design Share Honor" Award for Architectural Excellence was conferred in 2007 for the Institute's unparalleled student-friendly infrastructure designed to facilitate a dynamic learning environment.
- The "Top Institutional Theatre Design in the world" award for the Auditorium at the Interior Design Best of the Year Awards in December 2014 at New York.
- The Vidyalankar Auditorium has also been featured in the December 2014 issue of 'Home Trends' magazine and in the international 'Professional Lighting Design' magazine.

The awards conferred on the Vidyalankar Campus are a testimony of the adequacy of the facilities for teaching learning.

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

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

The Institute has state of the art and well-maintained sports facilities to inculcate the love of sports and to cater to the needs of sports enthusiasts. The Institute has appointed full-time qualified Sports Officers to train and guide students in various sports.

Sports and Games:

- **Indoor games:** The institute has earmarked an area (Block S) as DEN dedicated for indoor sports. It has games like Table Tennis, Chess, Carom, pool, Air Hockey, Foos-Ball, Play Stations (PS4) (Computer games) and Karaoke room.
- **Outdoor games:** The Institute has a multi-court for Volley Ball, Basket Ball and Tennis. It also has two playgrounds for cultural activities and outdoor sports like Football, Cricket, Kabbadi, Kho-Kho, Athletics and a Badminton Court.
- **Yoga:** VIT believes that yoga is what youngsters need most today and celebrates International Yoga Day. Yoga sessions are conducted for students to channelize their focus and expand their energy to train and sharpen the body, mind and spirit in the right direction. Yoga sessions ensure better health and balanced living for the students.

Cultural Activities:

- **Cultural council of VIT:** VIT is a host to many stellar events all-round the year and has developed facilities for the same accordingly. Cultural activities are carried out by cultural

council all-round the year at the Amphitheatre, Auditorium, Plaza and the Playgrounds. Every Friday, Dance Workshops, Movie screenings, Skits, Rockshows, Theatre workshops and many more entertaining events are arranged as part of "Friday Paathshala". This gives students an opportunity to show case their talent besides giving them a reinvigorating break from academics. In 2009 Friday Paathshala bagged the Silver 'WOW' Entertainment Award.

- **Student Council:** Be it performing arts, fine arts, literary arts, technical skills or sports; VERVE caters to all the needs of a talented personality. The Annual Intercollegiate Cultural Festival - "VERVE" is conducted since 1999. VERVE receives participation from 60 other colleges and is a host to around 50 events. Over the years, VERVE has grown tremendously and established a coveted Inter-Collegiate reputation for itself. VERVE has also witnessed the presence of personalities like Priyanka Chopra, Ranveer Singh, Arjun Kapoor, Neeta Lulla, Ali Fazal, Sapna Pabbi, Gurmeet Choudhary, Avadhoot Gupte, Nucleya, Aarman Malik and many more distinguished personalities.

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

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

40

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://vit.edu.in/images/downloads/naac-uploads/4.1.3-QNM_CU_Geo.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in

Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

53676022

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Library automation is extremely important in this age of technology. As there is tremendous growth in the different fields of knowledge and there is need for access to the desired literature. The VIT has also taken initiative to move its library towards paperless functioning through the use of automated library management software. The design & development of this library automated software is carried out at the institute level & customized to suit to our requirements. It is difficult to have access to the desired literature with manually operated devices. Library automation is the use of automatic and semi automatic data processing machines to perform such traditional activities as acquisition, cataloguing and circulation.

(1) Name of the ILMS software:

VIT has developed its own software vMIS (Vidyalankar- Management Information System) which has inherent library automation functions. It is accessible to all Staff and Students. It can also be accessed through Internet/Intranet.

(2) Nature of automation (fully or partially)

All the Library functions are fully automated.

(3) Version

Library uses version 3.0. (All versions have been developed in-house)

(4) Year of Automation

Library is fully automated since its inception in 1999.

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

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

11800

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

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

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

13

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

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

The technology enabled campus at VIT is fully equipped to meet the expectations of today's students who are digital natives hunting for a more intuitive experience that fosters positive outcome.

The IT facilities include:

Hardware: It comprises Server, Firewall, Access Points, and Computing facilities.

- **Server:** The Institute has upgraded to 10 state of the art high configuration servers with the following configuration.

-Three IBM servers each with 32GB RAM, 600GB HDD, Xeon 16 core Processor with speed 2.6 GHz /1866 MHz configuration managing virtual applications on campus.

-One IBM server with 24GB RAM, Xeon 8 core Processor with speed 2.6 GHz/1866 MHz configuration managing Virtual application data backup.

-Two HP servers with 4GB RAM, 1TBHDD, Xeon Processor managing ERP data.

-One IBM server with 24GB RAM, Xeon 8 core Processor with speed 2.6 GHz/1866 MHz configuration managing Desktop Virtualization.

-Three servers for managing LMS.

- **Firewall Details:** High-End SOPHOS-SG-430 is the main firewall with 40 access points and SONIC firewall is also installed with 10 access points which acts as Wi-Fi controller for SONIC Access point.
- **Computing Facilities:** Institute has computing machines with 754 desktops, 163 laptops and 35 iPad of makes like Acer,

Dell, Lenovo, HP, Apple.

Software

The Institute has 20 licensed application software's like Optisim, MATLAB, Keil and system software's. The Institute has tied up with Microsoft Corporation for various Microsoft products and emailing solutions. Students are provided with ample opportunities to work on open-source solutions with high-speed internet connection.

Internet and Wi-Fi

Institute has hi-speed 200Mbps internet connectivity from Internet Service Providers like MTNL and Hathway for the year 2020-2021. Currently in the year 2021-22 the institute has upgraded from 200Mbps to 500Mbps internet connection with Vodafone as ISP. Wi-Fi setup is done with 50 access points which are strategically located across the campus for access of internet. For maximum security Wi-Fi is authentication driven and with restrictions as per user level.

The Institute has its own Storage Area Networks (SAN) of capacity 12 TB used for storing Virtual application data of vPrint, vMIS and License server. A Network Attached Storage (NAS) is also present with 1TB used for storing all software setup files accessible from LAN network.

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

4.3.2 - Number of Computers

952

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

57029322

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

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

Procedures and policies are established to ensure maintenance and utilization of academic, physical and support facilities.

1. Maintenance of Physical Infrastructure and Support facility:

As per institute's standard policies, Department of Facility Management (FM) ensures maintenance of various facilities. Routine Maintenance is carried out by housekeeping staff using automated cleaning equipments. Institute has a workforce of carpenters, masons, electricians and plumbers. Regular service of systems like fire alarm, air conditioning (HAVC), high-end AV, CCTVs, lifts and periodic painting, structural audit, water testing, pest control is carried out as a part of preventive maintenance.

2. Maintenance of IT Infrastructure:

Systems department comprising 15+ personnel ensures that the IT infrastructure is properly maintained. Server and firewall are covered under the comprehensive AMC. Institute has a fulltime maintenance engineer and an independent maintenance room. Every laboratory has an in-charge who maintains a complete record of equipments in the laboratory.

3. Utilization of Physical, Academic and Support facilities:

The library is fully automated by Institute's MIS system which maintains library functions. Although physical copies were not regularly issued during pandemic, e-content facilities were enhanced for students' learning. Classrooms/Laboratories/Tutorial rooms/Sports Complex were not used during pandemic but were regularly maintained by FM team.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1450

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

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

02

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://vit.edu.in/images/downloads/naac-uploads/5.1.3_ONM.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

3731

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

3731

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

403

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

63

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

85

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

5.3 - Student Participation and Activities

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

during the year

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

01

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

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Institute has strong-willed Student Council, Students Chapters and Students Associations. During 20-21, all events were conducted online.

Student-Council: The Council aims to bring out hidden-potential, creative-skills, team building and leadership of students by organizing various activities through Cultural, Sports, Technical and Literary sub councils. "VERVE", the annual festival, "Friday Pathshala", "Champions of Sports" a quiz competition, "Be with Yoga, Be at Home" and "My Innings Along with Engineering" are conducted.

Cultural-Council: Online Dance, Drama, singing, acting and music competitions are organized and VIT dance team bagged top prizes in inter-collegiate competitions.

Technical-Council: College Techfest Algorhythm 2021 along with contest like competitive coding, error hunting, hackathon etc. and gaming events are conducted.

Sports-Council: Events like Fitness Monopoly, V Emperors Leg-1, Leg-2 representing different sports such as, chess on chess.com, football on PES gaming software, fitness challenge, Carrom, 8-ball pool tournament and a quiz competition etc. are conducted online.

Literary-Council: Events like "Aur Batao" an inter-collegiate event, "Crossfire - Panel Discussion", "Darpan"- Monologue competition, "Tug of Words", "Kavyanjali- poetry slam", "Talaash- The Horcruxes Lie Within"-the escape room competition, "JUST-A-MINUTE(JAM)" are conducted online by Literary council.

Students play significant role on students chapters of professional bodies like ACM, CSI, IEEE, IETE etc. and student associations namely CESA, ITSA, EESA, ETSA and BMESI of various departments.

Students also represent on administrative committees like Anti-Ragging committee, College-Development-Committee (CDC), Mahila Takrar Nivaran Samiti, Alumni committee.

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

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

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

14

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

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of

the institution through financial and/or other support services

The Alumni committee is very instrumental in connecting alumni to the Institute through various digital means and alumni contributes significantly for the Institutional development.

Alumni connect: VIT firmly believes in connecting with all alumni and therefore, mechanisms like Alumni Committee, Alumni Directory and Alumni App "Alma Shine" are devised.

1. Alumni Committee: Since 2003 it nurtures a bond with alma mater and hence receives feedback on curriculum delivery and assessment mechanisms. Guest sessions on their success stories enhances employment opportunities and creates a networking platform to share views and influence the students.
2. Alumni Directory database is available from the year 2003 till date. Directory is designed to keep track of all alumni by different sorting methods like:
 - The Department he/she belongs
 - The University/Institute where the alumnus pursues higher education
 - The Corporate/Industry where the alumnus is employed
 - Alphabetical order of the names of alumni
3. Alumni Android app is available from the year 2016 and 6000+ alumni have registered through it.

Star Alumni: VIT takes pride in many star alumni who are currently holding eminent and illustrious positions in Apple, Qualcomm, Ericsson, CISCO, Deloitte, Intel, Morgan Stanley, IBM, Samsung, Amazon, Barclays.

Contribution from Alumni: VIT alumni contribute significantly to the development of the Institute through the following non-financial means like:

1. Making students aware of recent developments in industry through guest lectures/ alumni sessions
2. Sharing their own success stories
3. Alumni as members of DAB facilitates curriculum enrichment
4. Alumni as members of IQAC help for enhancing quality in various aspects like Industry-Institution interaction, value added courses, start-ups etc.
5. Facilitates students for higher education and placements through career counselling sessions
6. Facilitates Institutes for organisation of International Educational-tour

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

VIT is managed by the Governing Body (GB), whose members are from academia, industry and the Government and it is constituted as per the guidelines stipulated by AICTE. The institute is committed to attain its vision "To be a globally recognized institute where learners are nurtured in a scholarly environment to evolve into competent professionals and researchers to benefit society." Learner-centricity is a priority and a way of life on the campus.

The Mission statements highlight the purpose of the Institute that depicts the pathway to achieve the vision. The departments in the institute have formulated their vision and mission in tune with that of the institute.

- Evolve a curriculum which emphasises on strong fundamentals with the flexibility to choose advanced courses of interest and gain exposure to tools and techniques in contemporary subjects.
- Encourage a teaching-learning process in which highly competent faculty share a symbiotic association with institutes of repute.
- Facilitate creation and dissemination of knowledge through a digitally enabled learning environment.
- Develop academic and infrastructural facilities with modern equipment and other learning resources and encourage reciprocal sharing with other institutes through networking.

- Establish a Centre of Excellence to enhance academia-industry partnership and work on collaborative projects.

Core Values:

- Honesty
- Integrity
- Excellence
- Responsibility
- Commitment
- Salubrious Attitude

The governance of the Institution is reflective of an effective leadership in tune with the vision and mission statements. The established policies and Standard Operating Procedures (SOPs) in the Institute ensure the integrity and effectiveness of the governance and administration. The Institute believes in shared leadership and participative decision-making approach. This reflects the decentralization of its operations and delegation of the necessary authorities and responsibilities. Such delegations follow a systematized organisational structure with clearly laid down job responsibilities. There is an environment of mutual respect and persistent effort where the organisation provides a productive backdrop for cohesive working. It provides periodic opportunities for timely, open and healthy communication. The Institute has constituted clusters of allied courses that encourage collaborative academic leadership through the cluster mentors who facilitate the meaningful discussions within clusters for the curriculum enrichment.

To ensure the quality and imbibe the culture of excellence, IQAC has developed the perspective plan aligning with vision and mission of the Institute. It focuses on the time-bound goals set for academic, administrative, research and development activities. The entire process is based on participative approach wherein the faculty members, and other stakeholders are involved in the development of plans and its efficient execution. Various committees under the leadership of senior faculty members are constituted to ensure the value addition which lead to the holistic development of the students. Some of the committees which have a bearing on the performance of the institute are IQAC, Final Year Project Quality Assurance (FYPQA) and R&D Committees.

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

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

The Institute promotes decentralisation and participative management in various administrative and academic activities at different levels for effective implementation and hence monitoring of SOPs, policies, regulations and guidelines. The decentralization in governance encourages participative approach which leads to effective implementation of various processes and systems. The Principal is the academic & administrative head who monitors the overall functioning and has powers for academic, administrative, finance and institute's growth. For efficient functioning, the daily administration is coordinated by Vice Principal (VP) Chief Academic officer (CAO), Chief Operating Officer (COO) and Director Internal Quality Assurance Cell (IQAC) who works in coordination with the Principal.

VP handles significant communication and documentation responsibilities with various external regulatory and accreditation bodies. CAO is actively involved in the designing of curricula, implementing academic planning and policies, introducing modern pedagogical tools and teaching methodologies. The COO manages the operations of the Institute, strategizes on the budgetary allocations, supervises the financial management, Student Council activities and looks into the smooth execution of Department and Institute events. The Director of IQAC, responsible for Quality initiatives like faculty performance appraisals, accreditations etc. VIT has decentralised its operations and has delegated authority at various levels to ensure good governance. There is a structured delegation of authority that encourages the academic leadership among the faculty within subject disciplines, peer groups through clusters and researchers through minor research proposals. Faculty are also empowered to decide academic/administrative/co-curricular/extra-curricular activities. Such decentralisation strengthens administrative skills with professional responsibility and accountability that ensures broader participation in decision-making process.

Case Study: Focused Activity for Mentoring the Mentor

As the pandemic situation continued, the Institute developed more robust system to ensure that students learn more effectively under the mentorship of trained faculty. Therefore, in order to train the faculty, this exercise was planned. The purpose of this exercise was to ensure that the faculty plans their work which helps them to grow not only as a Teacher and as a Researcher but also as a Person. According to this plan, the faculty were required to prepare the activity chart that mentions the 'Sub Tasks of Main Activity', 'Timelines', 'Expected Measurable Outcomes of Each Sub Task' and 'Man Hours Accounted for the Task'.

This activity is carried out effectively by implementing PDCA Cycle. The focused activity was decentralized at the department level where the Head of the department and senior faculty were appointed as mentors for the group of faculty in the department.

The faculty implemented the tasks identified and updated the respective mentors on daily basis. The mentors conducted the periodic review meetings with their mentees and gave them feedback on their identified tasks and suggested improvement/ modifications if any required. The Focused Activity reinforced the effective decentralization and participation. It also helped in achieving the stated outcomes as faculty explored and gained expertise in interdisciplinary domains, designed application-oriented experiments, re-designed teaching methodology to facilitate virtual learning, digital content development, designing training courses etc.

This activity helped the institute to ensure development of teacher appropriately for online teaching mode by incorporating various innovative teaching styles by fully exploiting utilities of MS Teams platform as well as various open-source tools.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institute has a strategic plan for development where the goals and action plans are stated and are aligned with the Institutes Vision and Mission. The plans are developed by the Institute Strategic Planning Committee (ISPC) in consultation with IQAC and approved by the Governing Body. Faculty Development is one of the successfully implemented activity mentioned in the strategic plan of 2020-25. In ISPC, key focus areas like Teaching Excellence, Skill set development and Research excellence are considered for faculty development.

Faculty development depends on aspects like exposure to recent advancements in industry, collaboration with organizations of National and International repute, knowledge enrichment by undergoing value added courses in the domain expertise. During 20-21, due to pandemic situation, faculty development is carried out by providing rigorous training in pedagogical techniques, design thinking and advanced topics in specialized areas. VIT has carried out tie up with Coursera and edx online platform for the benefit of faculty and staff. Majority of the faculty and staff from the institute registered and successfully completed courses in various domains. Apart from this, the faculty has also undergone the trainings like IBM-Hackathon training, Mathworks trainings and FDP on Design Thinking.

All these efforts lead to enhance the competitive teaching and learning environment.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://vit.edu.in/images/downloads/VIT%20Strategic%20Plan.pdf
Upload any additional information	View File

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

The Institute is managed by the Governing Body (GB), constituted as per the guidelines stipulated by AICTE. The members of the GB discuss and decide policies and action plans for fulfilment of the stated mission. VIT has decentralised its operations and has delegated authority at various levels to ensure good governance. The Principal is the academic & administrative head who monitors the

overall functioning and has powers for academic, administrative, finance and institute's growth. For efficient functioning, the daily administration is coordinated by Vice Principal (VP), Chief Academic Officer (CAO), Chief Operating Officer (COO) and Director Internal Quality Assurance Cell (IQAC) who work in coordination with the Principal.

VP handles administrative related communication and documentation responsibilities with various external regulatory and accreditation bodies. CAO is actively involved in the designing of curricula, implementing academic planning and policies, introducing modern pedagogical tools and teaching methodologies. The COO manages the operations of the Institute, strategizes on the budgetary allocations, supervises the financial management, Student Council activities and looks into the smooth execution of Department and Institute extra-curricular events. The institute has Director of IQAC, responsible for Academic Quality initiatives like academic audit processes and faculty performance appraisals.

VP, CAO, COO & Director IQAC are delegated powers to take decisions as per their roles at Institute level to make the functioning of all the departments and functional units uniform across the Institute. Each department has a designated head (HOD) who is empowered for the success of the programme in the department & reports to the concerned authorities. Each department has Department Academic Officer (DAO), academic coordinators and class teachers, non-teaching staff to coordinate the academic and administrative activities respectively. Each supporting functional unit of the Institute, i.e. Registrar, Finance & Accounts, HR, Library, Examination, Training & Placement, Marketing, Facility Management, Systems, Stores, Security; has designated In-charge. The staff working in these functional units report to the designated In-charge.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://vit.edu.in/about.html
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>Progress of an organization depends on its employees. Institute believes that one can give her best when he/she is happy with work. This in turn has a positive impact on the student community. The Institute has effective welfare schemes for the benefit of its teaching and non-teaching staff.</p> <p>1) Welfare Schemes for Teaching Staff:</p> <ul style="list-style-type: none"> • Sponsorship Fee Reimbursement for STTP/Workshop/ Professional Membership/Paper Publications: Considering rapid changes in technology and industry expectations, the Institute encourages its staff in acquiring the latest skills by deputing them for various programs/ conferences. The policy for reimbursement of fees paid for such STTP's/Workshops is in place. • Empowering teachers with personal computation facility: The Institute provides laptops to every faculty and encourages them to use modern teaching aids. • MS Teams for regular lectures and Zoom platform for external talks <p>2) Welfare Schemes for Non-Teaching staff:</p> <p>Institute believes in the overall development of its administrative & support staff as well.</p>	

- Sponsorship/Fee Reimbursement for Workshop/Training: Fee reimbursement is given as per norms which are published in the policy document
- Special training for soft skills: The Institute gives equal emphasis on the soft-skills training of nonteaching staff.
- Staff appointment on compassionate grounds: The objective of the scheme is to grant appointment on compassionate grounds to a dependent family member of an employee who has expired while in service.
- Staff Uniform: To encourage a professional appearance all non-teaching staff are provided with three sets of uniform; the entire cost is borne by the Institute.

3) General Welfare Schemes for all staff:

The institute supported staff through work from home facility during pandemic

- Policy for Higher Studies: The Institute recognizes the need for continuously educating its teachers. Faculty who have completed two years of continuous service are provided with Leave/Reduced teaching load to pursue Masters/Doctoral research, Free access to MOOCs platforms like edX, Coursera and MATLAB Learning.
- Leaves: The Institute has various leaves like casual leave, sick leave, earned leave, maternity leave, study leave and compensatory leave as per the HR policy.
- Gratuity: All staff are eligible for Gratuity after completing continuous service of minimum years.
- Leave Travelling Concession: All Staff are provided with LTC once in a block of two calendar years
- Medical Insurance: All staff are covered with Medical insurance of Rs. 1,00,000/-.
- Medical Assistance in Emergency: First Aid boxes are available at various locations on campus.
- Early Salary payments during festivals: During prominent festival times, salaries of staff are credited well in advance.
- Recreational Activities, Sports & Gymkhana: To maintain a work-life balance, the Institute has a full-fledged Gymkhana offering recreational facilities like computer gaming, karaoke etc. with state of the art indoor and outdoor sports facility.
- Health Awareness Programs: The Institute arranges health awareness programmes like cancer awareness, yoga sessions, organ donation etc.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

20

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

06

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

77

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Performance Appraisal System provides teaching and non-teaching staff with meaningful appraisals that encourage professional learning and growth. The Process is designed to foster individual development and identify opportunities for additional support wherever required.

Appraisal System for Teaching Staff

Design of Performance Appraisal form for teaching staff is based on five major components: Academic Involvement (20% Weightage), Student Development (32% Weightage), Institutional Development (32% Weightage), Professional Development (13% Weightage) and Competency Mapping (03% Weightage). Total 48 performance parameters are considered for assessment. For each of these parameters, criteria are defined, and it is mapped with the number of points i.e., score. At the end of semester, faculty are evaluated for their performance. Faculty submits duly filled in form with relevant documents and evidence to their Reporting officers. Self-appraisal score is further verified and finalized by the Reporting Officer. In response to the final grades received, faculty prepares Performance Improvement Plan (PIP).

Appraisal System for Non-Teaching Staff

It is based on the qualitative and quantitative responses towards 25 performance parameters of assessment. Quantitative parameters are mapped with the number of points i.e. score. At the end of each year, staff is evaluated for their performance. Wherever, there is scope for improvement, it is communicated to the concerned staff through their reporting officers.

Revisiting Performance Appraisal system: Since March 2020, staff members started adapting to the challenges in the remote working environment due to pandemic scenario. During this time, the institute foster innovative ways for faculty and staff development and also identified opportunities for additional support. Online mode of teaching also compelled us to redesign few of the key performance indicators. It was also identified that there is need of revision in the performance appraisal system with respect to quality benchmarks for each Key Performance Indicators.

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

6.4 - Financial Management and Resource Mobilization

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

The Institute has a system of internal as well as external audit. Internal audit helps the institute to follow a systematic approach to evaluate and enhance the effectiveness of financial processes. It reviews and approves information and compliance with policies and SOPs. It observes the accounting heads like Fees collected from students, various expenses made, Provident Fund, Profession Tax, TDS, Assets and Liabilities etc. A thorough check and verification of all vouchers of the transactions is carried out in each financial year. The observations given by the auditors are duly complied with. The Books of Accounts of the Institute are audited by the in-house audit team. Statutory audit is conducted once in a year by the external auditor as per stipulated provisions of the Income Tax Act

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

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

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

0.32

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

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

The Institute is supported by Vidyalankar Dnyanapeeth Trust; a nonprofit Educational Trust; which does not receive grants or donations from Government. For appropriate and proper utilization of resources, the Institute has annual planning and budgeting process. Budgets and compliance to budgets, financial data is closely monitored by the Institute. As a self-financed Institute, the major source of funds for generation of necessary financial corpus is through the collection of tuition fees from the students admitted for various UG and PG programmes. The other financial sources are technical consulting, research project grants, sponsorships for various conferences, seminars, establishment of Industry sponsored labs etc. The budget requirement of all departments is submitted to the director's office. The resources required are justified by respective HODs along with submitted budget.

The funds are utilized for approved academic expenses and administrative expenses as per the norms laid down by the authorities. Major proportion of funds are allocated for remuneration to the teaching professionals and administrative staff

members. Further to mobilize the financial resources, funds are allocated, and expenditures are prioritized as follows:

- Funds are allocated for the student development on
 - Printing the study material
 - Student Academic activities
 - Student Technical Activities
 - Content development
 - Student welfare
 - Student Literary Activities
 - Student Activities (Annual Fest - Verve)
 - Student Cultural activities
 - Student activities - Other events
 - Student Placement Activities
 - Student Alumni Activities
- Adequate funds are utilized for development and maintenance of infrastructure of the institute towards upkeep of the tangible fixed assets, repairs and maintenance of administrative areas, laboratories, classrooms, gymkhana, rest rooms, housekeeping charges, painting expenses etc.
- The funds are assigned for payment of electricity expenses, E-communication expenses, Air conditioning charges and internet expenses
- Funds are also allocated for
 - security, fire-fighting charges, water- roofing, printing and stationery etc.
 - Examination expenses including remuneration to examiners are paid.
 - Fees to AICTE, Fees to ARA, University expenditure towards eligibility fees, enrolment fees, registration fees etc. are paid.
 - conducting Guest lectures by renowned experts from Industry and towards membership fees of Professional body
 - conducting staff activities like staff welfare, staff uniforms etc.
 - conducting STTPs, seminars and workshops for faculty that ensures quality education
 - enhancing library facilities like subscriptions to Books/ Journals/ Periodicals/ Magazines/ Newspapers each year.

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

6.5 - Internal Quality Assurance System

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

Practice 1: Online V-Hackathon:

The 24 hour long online V-Hackathon 2020 was initiated by the institute in association with MathWorks, Kids Galaxy and Computer Society of India. The Hackathon was conducted on 31st October 2020 and 1st November 2020. This hackathon was designed to bring young minds together identifying new and disruptive technologies across disciplines to solve the challenges faced by society with multiple objectives:

- Harness creativity & expertise of students
- Encourage problem-based learning and entrepreneurship spirit
- Providing innovative solutions to industry and social problems

The competition aimed at conceptualising a product/prototype development in domains of IoT, AI, Data Analytics, healthcare, automation, education, security, disaster management and environment. An expert panel of industry professionals and academicians was invited to judge the competition.

Following was the activity flow:

- Formulation of the problem statements 15 days prior to the competition
- Supportive Resources for brainstorming on innovative solution
- Pre-Hackathon workshop and orientation session to resolve queries and to give insights about the evaluation parameters

The student and faculty participants shown great enthusiasm throughout the 24 hours hackathon with all 240+ registered participants reporting for the judging rounds. The ceremony was concluded by awarding certificates.

Practice 2: Inclusion of NPS for SSS data analysis

Institute conducts Student Satisfaction Survey (SSS) that helps the institute to upgrade the quality of its teaching, learning and evaluation processes based on inputs given by final year students anonymously. This annual survey covers quantitative and qualitative questions pertaining to the areas in teaching and learning. As per the discussions held in IQAC meeting the process of SSS was decentralised at department level. The survey was shared with the final year students of each department by respective department faculty coordinator who is part of SSS Committee. All quantitative responses were obtained on the scale of 0 to 4, which were further tabulated and analysed by department coordinator.

To formulate the comprehensive and actionable view of students' overall perception, it was proposed in the IQAC meeting to use the Net Promoter Score (NPS) to analyse the quantitative questions of SSS. Subtracting the percentage of Detractors from the percentage of Promoters yields the Net Promoter Score. The Promoters were the responses rated as satisfied and highly satisfied with the score of 3 and 4 while Detractors were the responses rated as poor and not satisfactory with the score of 0 and 1. The responses were then analysed by the respective department coordinators as per the NPS threshold determined for each department by IQAC. Based on the analysis of quantitative and qualitative responses each department prepared the activity action plan for improvement in SSS where the benchmark NPS value was less than the threshold set by the IQAC. Further, the departments were required to conduct the activities as per the plan submitted to IQAC and later it was reviewed in the IQAC meeting to check its deployment.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Institute has well planned teaching learning process and has robust methodology for rolling out the process. At the same time there is well planned structure, as per the Guidelines of IQAC, to review the Teaching Learning Process. There are various teaching learning Processes like Subject Allocation, Preparation of Academic Administration Plan, Cluster mentor meetings, Student mentoring etc.

Each of these activities are planned by the faculty and are reviewed thoroughly before rolling. Once the activities are rolled out, their progress is monitored as per the type of activity. The outcomes are analyzed and discussed with concerned faculty for further improvements.

Example One: Online Academic Preview and Review:

VIT considered pandemic as constructive disruptor as it gave an opportunity for restructuring the conventional classroom-based teaching learning. Thus, during pandemic it endeavour to continually improve the efficiency and effectiveness in assessment of Teaching, Learning and Evaluation Processes. Through online Academic Preview and Review processes, institute emphasizes on meticulous academic planning, dissemination and continuous improvement to ensure academic excellence. Comprehensive Online Academic Preview and Review processes ensure teacher preparedness and accountability for virtual academic sessions both before and after a semester. Online Academic Preview of every faculty member conducted before a semester begins and online Review conducted at the end of the semester.

Modifications made into the review and preview process keeping in mind online teaching learning:

- Designing and developing of Academic Preview and Review process - identifying parameters, assigning weightages and deciding the marking scheme
- Development of comprehensive AAP including online BSA activities and incorporating recommendations by Cluster Mentors for online teaching
- Preparation of Course File comprising of modified items relevant to online teaching learning which requires development of E-learning resources
- Creating awareness of the significant modifications made to the Preview/Review Processes, and orienting faculty towards the same

Online Academic Preview and Review are successful endeavors at VIT during pandemic and lead to curriculum enrichment. Implementation of Preview and Review processes has brought in significant positive changes during the challenging times in performance of faculty in the following areas:

- Development of comprehensive AAP including online BSA activities

- Innovative teaching learning styles suitable for virtual academic sessions
- Development of E-learning resources
- Paperless records of Academic Review and Preview during pandemic

Example Two: Online Reviews of Final Year Project:

The Final Year Project is a group project based on a question or a problem from their relevant disciplines and it is spread over two semesters. The substantial work of the project is carried out under the guidance of competent faculty guide of the respective domain. The pandemic situation challenged the in-person interactions for the project guidance. However, IQAC played a very significant role in putting guidelines to Final Year Project Quality Assurance (FYPQA) committee for effective execution of the Student Project Activity during pandemic in remote learning environment.

At the end of 3rd year Division-wise Orientation program was scheduled by Project Coordinator through MS Teams Platform to apprise the students about the emerging areas in their respective domain. Once students finalized their project groups and domains, the committee allocated the guides by mapping the guides area of specialization. Subsequently the student groups and guides collaborated online and came up with as many Project Ideas as possible out of which three ideas are shortlisted by guide after checking its feasibility.

Further, each department appointed an expert panel to monitor the Project Approval Process and to provide constructive feedback to students and guides for enhancing project quality. Based on the acceptance of the project idea the project title was finalized and respective guide was informed. Monthly reviews were conducted by allocating the project day to guides during the final year to evaluate the project progress online. On completion of the project the nominated panel of expert members validated project group presentations online and provided valuable suggestions/ improvements. Students were encouraged by the guides and experts to publish their work in reputed journals/conferences and to participate in Inter College Project Competitions to exhibit their work.

Although this Final Year Project was monitored in remote learning environment it still helped students in following aspects:

- To develop Application Based Projects

- To inculcate Project Based Learning
- To get feel of Industry Projects
- To develop confidence for initiating start-ups

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://vit.edu.in/images/downloads/ANNUAL%20REPORT.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

As a learner-centric Institute, VIT believes in affirmative action when it comes to equality, inclusivity and diversity by providing equal opportunities to its students and staff without any discrimination on the basis of gender, religion, caste, provincial, urban-rural grounds. Gender-related issues are addressed directly or indirectly in courses like Entrepreneurship Management and

Environmental Studies. Modules on Gender bias and Human rights including, sexual and reproductive rights, the rights to equality and non-discrimination, women entrepreneurship, values and gender socialization are discussed in these courses. The Institute implements the State Government's 30% ladies reservation policy for admission. The Institute has Women Development Cell and IEEE Women in engineering committee to promote and encourage female students and employees for their overall development through various activities. The institute also formulated an Internal Complaint Committee which conducts the meeting once in a semester. The major goal of the committee is to plan an activity with University of Mumbai under ICC and to discuss on incidents or complaints of harassment of girl students and women employees in the institute.

File Description	Documents
Annual gender sensitization action plan	https://vit.edu.in/images/downloads/naac-uploads/7.1.1_CU_GS%20Action%20Plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://vit.edu.in/images/downloads/naac-uploads/7.1.1_CU_Specific%20Facilities.pdf

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

B. Any 3 of the above

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

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

Vidyalankar Institute of Technology takes conscious efforts towards liquid and solid waste management. We prioritize cleanliness on campus and encourage our staff and students to implement the 3Rs

namely - REDUCE, REUSE, and RECYCLE before disposal.

Liquid Waste Management practices:

- Waste water management at campus includes cleaning of plant area, sludge removal, dewatering, and tank cleaning
- VIT has set up its own Sewage Treatment Plant (STP) to take care of waste water generated at campus through washrooms, regular cleaning and mopping, etc. The STP has a capacity to handle 200 m³ of sewage per day which is tested on a monthly basis for its discharge parameters to ensure compliance with standards and is REUSED in green landscaping through sprinklers

Solid Waste Management initiatives: VIT has prohibited the use of Styrofoam disposables in cafeteria and in creative crafts organized by students

- Initiated a drive to REDUCE plastic usage, on and off the campus
- Organic waste is collected in green dustbins and non-biodegradable (Dry) waste in blue dustbins
- We have also installed a Composting Plant that converts the organic waste to good quality manure for in-house gardening
- Digital boards are displayed to sensitize students and staff about the reduction of waste

E-Waste Management: Institute takes efforts to minimize e-waste. Regular maintenance by technical staff and reutilization of spare parts of discarded electronic devices is a common practice. To sensitize students and staff on careful disposal and management of electronic waste, E-waste bin is installed at VIT. E-waste is collected by a company called Eco Recycling Ltd (Ecoreco). Non-functional computers, monitors and printers are discarded on a systematic basis.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available

B. Any 3 of the above

in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

VIT celebrates Marathi Bhasha Divas every year on 27 February to commemorate the birth anniversary of the eminent Marathi poet, playwright, novelist 'Kusumagraj', V.V. Shirwadkar with intense emotions and excitement. With the same zeal, in 2021, we had put together an array of amazing performances that were hosted on the

VIT's official YouTube channel. It was a divine experience for our online viewers. Various facets of Marathi language were showcased in the form of poems, songs, and drama. Another online cultural fest, Diwali Pahat, was held on 13 November 2020. It comprised of classical eccentric performances that fostered a holistic development of all the participants. VIT celebrated online Diwali Sandhya on 19 November 2020 where the classical prodigy shined to its fullest potential. It included not only classical and semi-classical melodies, but also other forms of art such as dance where participants exhibited their interest in displaying their talent. Another event namely 'Tribute to Father of the Nation - A Creative Tribute by Engineers' was put up on 2nd October 2020 at 4.00 pm on VIT's YouTube Channel. This event comprised of dynamic performances by various artists that included Musical Event, Speech, Sketch, Poem, Painting, and much more.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

VIT plans and organises appropriate activities to increase consciousness about fundamental duties and rights of Indian citizens that inculcate among its staff and students the values related to constitutional obligation.

With this respect, VIT's Open Mic Event: Aur Batao, was held on 2nd May 2021 on our official YouTube channel by the Student Council. It was an inter-collegiate event where participants from multidisciplinary fields had actively participated. Various sensitive issues related to pandemic, racism, quarantine life, importance of cleanliness, and much more were discussed by our contestants. Another event namely 'Tug of Words' in the sense Debate competition was also organised by the VIT Student Council on the online platform of Microsoft Teams. Debates always give scope to increase one's logical consistency, factual accuracy, and an emotional appeal to the listeners. In the same way, this debate competition also fostered the spirit of 'right to express' amongst the participants. The notion that was presented for the participating teams was "The House believes that the Paris agreement

is still relevant". Both the teams seemed to be well prepared and gave their best towards their understanding of the topic. This surely fostered the value of being a responsible citizen by being aware about the current affairs of the country.

Another event named the Panel Discussion titled 'Crossfire' was conducted on 3rd May, 2021 on the online platform of Microsoft teams. This entire event consisted of 4 rounds namely, Group Discussion, Panel-wise discussion, India wants to know, and the last being Presidential debate. Participants were able to explore multiple facets of their personalities, as in how to put forth their views in an impressive way. This event in a way developed their public speaking skills and provided them with an opportunity to develop and foster their mind-set by being inquisitive in these challenging times. On the whole, these events were a kind of 'booster' to inculcate a sense of belongingness among the participants towards their nation.

Session on Universal Human values was organised in the induction program for the First Year Engineering Students during January 25-30, 2021. Code of conduct is disseminated in orientation program at the beginning of every semester.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://vit.edu.in/images/downloads/naac-uploads/7.1.9_Human.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4.
Annual awareness programmes on Code of Conduct are organized

A. All of the above

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

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

National festivals observed at VIT include Gandhi Jayanti, Independence Day and Republic Day. Also institute celebrates International yoga day.

Republic Day: Students and staff of all Institutes on the campus assemble every year on 26 January on the occasion of Republic Day and attend flag hoisting followed by a systematic parade by security guards.

Independence Day: Independence Day is celebrated every 15 August in VIT with a flag hoisting ceremony followed by a systematic parade by security guards. To promote unity and harmony, various institutes on the campus showcase cultural program together.

Gandhi Jayanti: Gandhi Jayanti is celebrated in a unique manner at VIT in remembrance of Mahatma Gandhi. Remembering his principles and acting on it, VIT has been organizing free health camps on 2 October of every year.

International Yoga Day: The International Day of Yoga was celebrated in VIT on MS Teams online platform with theme as 'Be with Yoga, Be at Home' due to Covid-19 pandemic. Practicing yoga is one of the ways to grow into a better human being.

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

7.2 - Best Practices

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

Best Practices at Vidyalankar Institute of Technology

VIT, over a period of two decades, has developed some best practices by way of educational strategies and activities which enhanced quality of teaching and learning. Two such practices are:

1. Enhancing Digital Learning Resources
2. Cluster Mentoring Process

Title of the First Best Practice: Enhancing Digital Learning Resources

Objectives/intended outcomes:

1. To enrich digitally-enabled platforms to provide a techno-savvy environment for learners
2. To strengthen digital learning resources as per current needs.

Underlying principles of this practice:

In sync with its name, Vidyalankar Institute of Technology has always been promoting digitalization and active use of technology on the campus since its inception. One of VIT's Mission Statements itself is "Facilitate creation and dissemination of knowledge through a digitally-enabled learning environment" and this indicates how this best practice is ingrained in all our Institute activities. In line with Government of India's flagship initiative of Digital India (vision to transform India into a digitally empowered society and knowledge economy), and also as mentioned in the National Education Policy of 2020, the existing digital platforms and ongoing ICT-based educational initiatives are optimized and expanded to meet the current and future challenges in providing quality education for

our student community.

In quick response to the Covid-19 pandemic, VIT has successfully navigated the shift from offline to online mode of teaching by using digital pedagogy and thereby enriched the learning process of students with online resources and collaborations. This smooth changeover and paradigm shift was easily possible because the Institute was already tuned to active use of technology on the campus and digitization of various processes through a comprehensive MIS.

Contextual Features of "Enhancing Digital Learning Resources":

1. Incremental but significant changes are seen in the content and delivery which have been made appealing for tech savvy students
2. Exposure to modern digital pedagogical methodologies
3. Being in the digital form, the resources are a permanent asset to the Institute
4. Quick dissemination and remote access of information is widening the reach
5. Continuous upgradation has happened in many provisions like vLive, VRefer

Challenges/Issues:

1. Keeping all data under one umbrella is difficult. Care was taken to ensure easy access of learning resources.
2. Care was taken to avoid data loss and stringent checks were kept on system security.
3. Effective student engagement is a concern as instant feedback (which is seen in an offline classroom setting) is not always possible.

Brief description about "Enhancing Digital Learning Resources":

A. The Development and Deployment of Digital Learning Resources

1. The Institute has provided campus -wide licensed version of Microsoft 365 - a suite of apps which include a host of apps such as Outlook 365, MS Teams, MS Word, MS Excel, MS PowerPoint, OneDrive which are extensively used by all students, faculty and staff. High-end personal computing systems/laptops and iPads were provided to faculty since many years to encourage active use of technology.

1. The Institute has a robust IT infrastructure with a dedicated and well-trained systems administrators and staff. All classrooms are wifi enabled and are equipped with the necessary facilities like overhead projectors and lecture capture facility.
2. Vidyalankar has purchased the campus license of Matlab along with specialized 52 tool boxes. With this license many of our students and staff members benefitted by utilizing the latest version of Matlab in campus as well as outside the campus. These tool boxes help our students and faculty to enrich their learning with industry standard software and hone their skills in various domains.
3. vSpeak is VIT's digital language lab. As it is a browser-based lab, remote learning is also possible for enhancing communication skills of students. Our IEEE Explore subscription offers access to research publications.
4. VIT is recognized as a Virtual Lab Nodal Centre since March 2015. Students are also trained on Virtual lab development and many students have completed summer internships. A Students' Coding Club is initiated to take up MHRD project work from IITB. Business Communication and Ethics Virtual Lab and Robotics in Medicine Virtual Lab are being developed by VIT faculty under an MHRD initiative, with guidance from IITB. Some faculty members are resource persons for conducting workshops on Virtual Lab Development at various institutes.
5. Virtual experiments were created by faculty and practical sessions are conducted through virtual labs, simulations and various open-source tools. There is active use of virtual labs which are available online.
6. When so much of data is generated, it is imperative to store it in a structured manner. vRepository is a digital space for Institute's archives of information related to Departments, various committee reports, workshops and FDPs, publications etc., which aids in easy retrieval of information. Database management of learning resources is managed through vRefer through properly segregated course-wise and faculty-wise sections, so that all educational materials are easily available year-wise for students and faculty.
7. VIT takes pride in its in-house vProvisions which were ideated and executed in Incubation Centre by students and guided by faculty.
 - vMIS: A customized ERP.
 - vLive: A platform and discussion forum for dissemination of information.
 - vPrint: A web-based centralized printing service that allows

users to give print jobs from any location to "Any Time Print" (ATP) stations at the Institute.

- vRefer: A file transfer protocol (FTP) repository for students to access educational materials.
- E-learning: Digitized course material integrated with images, animated videos, web links, MCQs, quizzes and games to make learning engaging.
- VIT Open Courseware: VIT's Lecture Capture System is an LMS to help learners access lectures recorded live in class.
- vTutorials: Software which generates random mathematical assignments.

B. Enhancement in Curriculum Delivery through Digital Learning Resources

1. Online Teaching is done through MS Teams. Hands-on training was provided to all faculty and they were guided on the various functionalities useful for teaching. Concept videos are created and disseminated to students. Students were also trained on how to maximize learning on Teams. Additionally, facilities associated with the app such as attendance capture through Insights, Class notebook for revision of concepts, recorded videos of lectures are available on MS Stream. Full utilization of all features was achieved for maximizing effective delivery.
2. Use of various interactive web tools by faculty like H5P, Kahoot, Quizziz, Edmodo, Mentimeter, Padlet, Plickers by teachers keeps the online learning process engaging and interactive for millennial learners.
3. Coursera Response Program and edX offered by Vidyalankar Institute of Technology benefitted many students and staff who made productive use of the lockdowns by pursuing MOOC courses from a library of 4000+ certification courses offered by eminent educationists from universities abroad. A remarkable number of certificates were earned by students, faculty and alumni as a result of this collaboration. The Institute also has a local chapter for NPTEL and many faculty and students completed certification courses. Additionally, two of our faculty members from Information Technology Department launched their courses on the global MOOC platform of Udemy.
4. More than 30+ Value Added Courses in online mode were floated on a wide range of interdisciplinary topics which benefitted learners from across all Departments and helped them to explore newer domains.
5. Significant digital events and interactions such as eConferences, online FDPs and STTPs under the aegis of AICTE,

University Examinations, Orientation Programs, Department Advisory Board Meetings, Scholar's Day, National Digital Library of India Club and many more activities were successfully handled by the Institute which gave co-curricular learning opportunities to students.

6. The Institute, various Departments and faculty members launched YouTube channels on academic courses which gathered hundreds of subscribers and saw a remarkable hit ratio. This was done to maximize reach of learning resources through media which the millennial generation is comfortable with.

Uniqueness:

- VITians can access most of the digital resources remotely
- Most of the vProvisions are unique platforms with respect to VIT and are developed in-house by students.

Constraints/limitations:

- In the context of the pandemic, as remote learning which happens on personal devices at various locations, sometimes connectivity issues may crop up. This is overcome to a certain extent as recorded lectures are made available.

Evidence of Success:

- vLive: Users on vLive have increased over the years, if compared from 2013 till 2021
- vRefer: Repository of academic resources of 200+ courses till 2021
- E-Learning: The number of e-books uploaded on the college repository include even ibooks and now around 150+ e-books are available
- Open Course Ware (OCW): Number of courses recorded in Lecture Capture Software were 60 (in 2016), 120 (in 2017), and 154 (in 2018 and 2019). The lectures recorded in these three years have increased from 631, 1789, 2133, to 2150 and visits to OCW have also increased from 2350, 22361, 41289, to 41290 respectively.
- From 2020 the teaching learning paradigm was shifted to Microsoft (MS) Teams which proved to be one of the best learning resource management systems. Currently all the courses of FE, SE, TE and BE are being conducted on MS Teams, as the platform provides student-wise insights which can be taken as feedback loop for developing better

- teaching learning process.

Problems Encountered:

- Like with any new technology, there were issues in users getting familiarized with the new digital tools for pedagogy. Comprehensive hands-on training was provided to faculty members to ensure smooth and effective curriculum delivery.
- Selection of resources from the wide pool of resources (as there are many available) became difficult for many faculty. For effective delivery, rigorous analysis for suitable selection of tools was done by faculty.
- Handling slow learners in a classroom where face to face interaction is missing was a problem. This was mitigated through remedial sessions where individual attention was given.

Resources required:

- VIT is equipped with all the resources and infrastructure required for "Enhancing Digital Learning Resources" which is now a well-established best practice at the Institute.
- Helpdesk system takes care of all IT related issues.

Title of the Second Best Practice: Cluster Mentoring Process

Objectives/intended outcomes:

1. To form clusters to club together allied courses of a specific domain across all programs.
2. To assign suitable mentor to each cluster for guiding cluster members for focused and in-depth work for strengthening academics.
3. To involve external experts from prestigious industrial and academic organizations to mentor and guide Institute clusters.
4. To facilitate influx of state of the art and current ideas so that the curriculum delivery is always enriched for the benefit of students

Underlying principle:

Cluster Mentoring is a unique concept and best practice initiated by the Institute wherein related courses from across various programs are grouped under small 'clusters'. A senior and experienced faculty member, designated as an Institute Cluster Mentor, is assigned to each Cluster. Academic and Industry Mentors are invited from

prestigious educational institute and industry respectively to guide Cluster members for enriching the teaching-learning process. Their involvement facilitates effective mentoring in an enriched environment of teamwork which eventually benefits students. This process also enhances the Industry- Institute interaction.

Contextual Features:

1. Clusters of related courses, taught across various programs, are formed. (For example, the cluster 'Microprocessors and Microcontrollers' brings together faculty who teach related courses across Biomedical engineering, Electronics engineering, Electronics and Telecommunication engineering and Computer engineering)
2. Institute Cluster Mentors are expected to lead the Cluster by playing an active role in executing specific tasks like validating Academic Administration Plan, auditing Internal Assessment (IA) examination paper, suggesting appropriate Beyond Syllabus Activities (BSA),
3. Institute Cluster Mentors organize Advisory Panel Meeting External Cluster Mentors are invited to guide and mentor the Cluster once in a semester.

Challenges faced:

1. It may not always be possible to implement the suggestions of the external experts as what works in their respective organization may not always be a perfect solution for what our Institute requires.

Description of the Practice:

"Collaboration allows teachers to capture each other's fund of collective intelligence." -Mike Schmoker (author of Focus: Elevating the Essentials to Radically Improve Student Learning).

VIT has initiated Cluster Mentoring process in 2014 to enhance knowledge sharing through collaborative skills. Every faculty member is a part of one or more clusters. In the AY 2019-20, there were 47 number of Clusters.

Following are few roles and responsibilities of Institute Cluster Mentors.

1. The Institute Cluster Mentor oversees the curriculum planning and delivery in his/her respective cluster and undertakes many

responsibilities such as analysis of course content, gap mitigation, checking paper solutions and many other initiatives to keep the curriculum up-to-date.

2. The suggestions given by the external Cluster Mentors are incorporated into the Academic Administration Plan.
3. Some of the suggestions are conducted as beyond syllabus activities or introduced as Value Added Courses.
4. This process helps to mitigate the gap between the industry requirements and the curriculum delivery.
5. It also enables the exchange of ideas and knowledge of best practices between the Institute and other reputed educational institutes.
6. Institute Cluster Mentors decide on training of cluster members for overall upgradation. They look into training of new teaching staff/lab staff, identify opportunities for participating in FDPs/STTPs/industry training opportunities/faculty internships for their Cluster members.

Uniqueness:

1. Cluster Mentoring Process is one of the significant IQAC initiatives at the Institute for curriculum enrichment. Over the period this process is strengthened further by incorporating reforms.

Constraints/limitations:

1. The requirements of various courses under various programs may be different. These differences need to be kept in mind while inviting external experts in every semester and incorporating their suggestions.

Evidence of Success

Cluster Mentoring Process is a successful endeavour at the Institute. As a result of this process, experts from across prestigious academic and research organizations such as IITB, TIFR Mumbai, BARC Mumbai and reputed industries like TCS, L&T, Siemens have visited our campus, shared valuable inputs through the forum of advisory panel meets and interacted with our faculty. This has resulted in bagging internships and projects for students and faculty. This has also enhanced research linkages, and improved networking with these organizations. One of the key indicators is the improvement in the quality of BE Final Year projects as a result of recommendations by External and Internal Mentors.

Problems Encountered

1. Implementing the value additions recommended by external mentors within the timeframe prescribed by affiliating university.
1. As ours is an affiliated Institute, we don't have much liberty to customize our curriculum as suggested by the experts. This can be mitigated by conducting beyond syllabus activities.

Resources Required

VIT is equipped with all the resources required for the implementation of the Cluster Mentoring process, which is now a well-established practice at the Institute. Additionally, the process requires human resource from reputed academic organizations and industries.

File Description	Documents
Best practices in the Institutional website	https://www.vit.edu.in/images/downloads/naac-uploads/Q1M_7.2.1_CU_Web_Portal.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Title: Performance of the Institute in the domain of Holistic Personality Development through Online Events

VIT's thrust is to focus on creating value in our learners by building their technical competency along with focusing on their holistic personality development. Learner-centricity is a priority and outcome-based education is a way of life on the campus. Our motto of "Students First" is interspersed in every aspect of teaching-learning at VIT.

The unprecedented crisis of Covid 19 pandemic has affected the student community across the globe, and its ripples were felt in the Institute as well. While keeping health and well-being of students, faculty and staff as top priority, a lot of initiatives were undertaken to not only come to terms with the new normal, but thrive

in it as well. In addition to online pedagogy, the Institute also conducted a good mix of co-curricular activities and extra-curricular activities in the online mode towards development of toolset, skillset and mindset. Some such activities were:

Intellectual Environment:

- A host of webinars and hands-on workshops such as "Guidance on pursuing MS", "Industry Expectations from Engineering Students", "Engineering a secure future" "Coding Workshop" and many more were conducted for creating professional awareness.
- Hackathons and many other competitions have seen successful participation.
- Many students benefitted from online internships.
- AICTE Training And Learning (ATAL) Academy sponsored Online FDP on Design Thinking was organized in December 2020.
- Online FDP on "Modern Educational Tools and Pedagogical Practices for Online Teaching" in which there were 700+ participants from pan India was organized in June 2020.
- "International E-Conference on Advances in Information Technology and Research was organized for scientific information interchange in AI & ML, Industry 4.0, IoT, Cyber Security and other key areas helped to strengthen industry-academia networking.

Social: Various NSS activities were organized to create awareness on social responsibilities.

Psychological (Emotional): Online Mentoring & Counselling sessions helped the student community to find support systems.

Personality Enrichment:

TEDxVIT, a series of online motivational talks has helped our students to broaden their thinking.

vTalks - More than 50+ multidimensional online invited talks on a wide platter of topics from various domains to broaden the horizons of thinking of students and faculty.

Alila - which celebrates talents, Friday Paathshala, annual festival 'Verve', Essay competitions, Mini Workshops on Terrace Gardening & Quick Recipes, Dussehra, Gandhi Jayanti, Diwali festivities, singing, dancing, e-sports, debates organized by various committees kept our students' spirits up.

Physical & Mental Well-being:

1. Yoga Sessions, Universal Human Values, Positive Thinking and volunteering activities helped to strengthen the mind and build a support system.

1. Online Freshers Party, online Orientation Programs, online farewell, alumni sessions, scholars day celebration marked a change in the medium, but a continuation of established practices to establish camaraderie.

All these online events helped the learners to achieve holistic personality development even from their homes and contributed towards development of new skills.

Although performance of the Institute cannot be measured directly, from the participation, the feedback and interaction with the students, it is observed that these efforts significantly helped them to keep their morale up during pandemic and also helped to enhance their holistic development.

Be it offline or online, VIT learners are groomed in a progressive environment to become competent professionals with the right blend of Knowledge, Skills and Attitude and eventually blossom as responsible citizens.

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

7.3.2 - Plan of action for the next academic year**Major Administrative activities planned for Academic Year 2021-22.**

- The Institute shall work on Objectives and Key Results (OKR) related to Academics, Placements, Higher Studies, Accreditation, Autonomy etc. to achieve the desired quantified targets as per key result areas.
- The Institute shall apply to UGC (through University of Mumbai) for Academic Autonomy.
- The Institute shall apply to University of Mumbai for

Permanent Affiliation of Master of Management Studies Course.

- The Institute Plans to revamp its website and MIS (vMIS) software.
- The Institute shall finalize the Syllabus Scheme designed for UG, PG and Doctoral Programmes along with the Detail Syllabus, for Autonomy.
- The Institute has Campus wide Microsoft Licenses; the Institute plans to use MS-Team platform for Online Teaching-Learning Process.
- On Student Satisfaction Survey (SSS) and Stakeholder's feedback collected the Institute plans to perform Data Analysis using Net Promoter Score (NPS) metric to decide the further action plan.

Major Academic activities planned for Academic Year 2021-22.

- VIT adopted a novel method and student-centric approach in the teaching learning program in online mode by providing a highly flexible model for students.
- Value Added Courses on the following platforms: Coursera, edX, Mathworks, IBM, Github, Uday, ISRO-IIIR, and TCS-IoN
- VIT has offered many new credit-based industry-collaborated courses and will continue for the current semester
- Agile Software Development Practice, by TCS Feb 2021
- Machine Learning by TCS, June 2021
- Medical Device Manufacturing and Regulations by BMEMI and BEMS, Aug 2021
- Multiple Course/Session by Mathworks

Recommendations to strengthen research culture, consultancy, and extension activities (Outcomes to be achieved)

- Incubation Centre (Under Review)
- Centre of Excellence in Thrust Area (Under Review)
- Centre of Education Technology (Under Review)
- Recommendations to collaborate to strengthen teaching and research
- Rigour Based Lesson Plan
- MATLAB Campus wide License
- Plagiarism Check Software
- Purchase of new Equipment