



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	COLLEGE OF VOCATIONAL STUDIES, University of Delhi
Name of the head of the Institution	Professor Inder Jeet Dagar
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01129258792
Mobile no.	9810753310
Registered Email	cv_s_1972@yahoo.com
Alternate Email	du.cvs.principal@gmail.com
Address	Sheikh Sarai, Phase-II, Triveni
City/Town	New Delhi
State/UT	Delhi
Pincode	110017

<b>2. Institutional Status</b>																			
Affiliated / Constituent	Constituent																		
Type of Institution	Co-education																		
Location	Urban																		
Financial Status	central																		
Name of the IQAC co-ordinator/Director	Dr Anu Satyal																		
Phone no/Alternate Phone no.	01129258544																		
Mobile no.	9810863662																		
Registered Email	iqaccvsdu@gmail.com																		
Alternate Email	du.cvs.principal@gmail.com																		
<b>3. Website Address</b>																			
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.cvs.edu.in/aqar.php">http://www.cvs.edu.in/aqar.php</a>																		
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																		
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="http://www.cvs.edu.in/acal.php">http://www.cvs.edu.in/acal.php</a>																		
<b>5. Accrediation Details</b>																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>A</td> <td>3.05</td> <td>2016</td> <td>04-Nov-2016</td> <td>04-Nov-2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	A	3.05	2016	04-Nov-2016	04-Nov-2021
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	A	3.05	2016	04-Nov-2016	04-Nov-2021														
<b>6. Date of Establishment of IQAC</b>	20-Jul-2015																		
<b>7. Internal Quality Assurance System</b>																			
Quality initiatives by IQAC during the year for promoting quality culture																			
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries																
Study leave granted for PhD	22-Jul-2019 365		1																

Sabbatical leave provided for research to teachers	22-Jul-2019 184	2
Field/Educational Trips	22-Jul-2019 05	267
FDP/Special Lecture	22-Jul-2019 03	975
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
College of Vocational Studies, University of Delhi	UnPlanned/Recurring	UGC	2019 365	298313000
Department of History, College of Vocational Studies, University of Delhi,	National seminar on Gandhi - thought and activism : Perspective on Gandhi	UGC	2019 03	150000
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

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

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

English department held the seminar on 22.8.2019 on Greek Literature. History department organized a National Seminar, titled, "Thought and Action: Perspectives on Gandhi" was conducted from 25 to 26 September 2019.

In view of the COVID pandemic, various measures were suggested by IQAC for teachers to switch to online mode of teaching. These included taking class on Zoom or Google Classrooms, posting study material. The IQAC suggested that departmental email IDs be created using the college domain to be used for online teaching. Such IDs were subsequently created.

Social work projects were undertaken by various college societies promoted by IQAC.

Students participation was encouraged in green activities such as canteen waste management, garden waste composting, zero water wastage, solar electricity generation etc under the aegis of IQAC.

The college in collaboration with IQAC organized an interdisciplinary national webinar titled "Covid 19, Crisis and Resurrection: Reflections" from 02-04 May 2020. Department of Commerce, College of Vocational Studies, in collaboration with IQAC organized an international webinar title "Indian Economy Post Covid 19: Opportunities and Challenges". It was held from 05-06 June 2020. Reverie, The Cultural Wing of CVS under the aegis of IQAC organized a webinar titled "Remote learning, Time use and anxiety of students during Covid 19" on 12 June 2020.

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

Plan of Action	Achivements/Outcomes
English department proposed to hold a seminar on 22.8.2019 on Greek Literature	English department held the seminar on 22.8.2019 on Greek Literature
History department proposed to conduct a seminar on 25th and 26th Sep 2019 titled 'Gandhi: A Centenary Perspective'	National Seminar, titled, "Thought and Action: Perspectives on Gandhi" was conducted from 25-26 September 2020
Expansion of placement cell to encourage internships	Placement cell helps arrange internships as well
To undertake social work projects	Certain social work projects were undertaken
The process of collecting information for NIRF to be started on time	Information collection for NIRF has been done on time
Mid-term report to be submitted by teachers on sabbatical leave	Regular mid-term reports have been received from teachers on sabbatical leave
To set up research committee	It is still a proposal
To hold IQAC meeting at least once a month	IQAC meeting has been regularly held
Every department/society to organize functions/activities be conducted in collaboration with IQAC	IQAC has been duly collaborated with departments/societies while organizing functions/activities

Best Practices to include Green Practices and Extension activities/practices	Students participation was encouraged in green activities such as canteen waste management, garden waste composting, zero water wastage, solar electricity generation etc under the aegis of IQAC.
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
IQAC	27-May-2021

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2020
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Date of Submission	17-Mar-2020
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<b>17. Does the Institution have Management Information System ?</b>	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The college has implemented Management Information System partially. The college maintains the data offline and is circulated timetotime amongst the accounts department, administration, library and teaching faculty. Official communication with teaching and nonteaching staff is also done through emails. The college library is automated. The admission process was also conducted online. The college has implemented an online timetable module that has digitised the process of making and circulating timetable with faculty and students. Due to the unprecedented situation caused by Covid 19, the exams for third year students were conducted in Open Book Examination (OBE) mode wherein the university developed an OBE portal. This portal allowed the students to take the final exams in an online mode according to the datesheet available on the university website. The question paper
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was available on the portal according to the datesheet. The students attempted the paper, scanned the answer sheet and uploaded the same on OBE portal.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

College of Vocational Studies is an affiliated college of University of Delhi. The curriculum is planned and devised at the university level for all Honors courses in Commerce, Economics, History, English, Hindi and Computer Science and the college follows this curriculum. The revised curriculum under CBCS-LOCF (Learning Outcome-based Framework) for all seven BA (Vocational Studies) courses namely, Office Management and Secretarial Practice (OMSP), Tourism Management (TM), Human Resource Management (HRM), Marketing Management and Retail Business (MMRB), Management and Marketing of Insurance (MMI), Materials Management (MM) and Small and Medium enterprises (SME) programmes offered by the college was implemented from the academic year 2019-20. The syllabi of all vocational courses was framed and designed by the college faculty members.

College of Vocational Studies provides learning platform for imparting and promoting academic, creative and cognitive intelligence among the students and faculty of the college focusing on the holistic development that envisions to prepare the leaders of tomorrow. Department wise and teachers' time tables are prepared and uploaded in the beginning of the academic session by the time table committee. Classes are scheduled as per the time table allotted to each faculty. Departmental meetings take place to discuss and lay down the academic calendar for the session and to monitor implementation of curriculum delivery at regular intervals. During the lectures, various teaching-learning tools like using power point presentations, discussion, tutorials for problem solving etc., library and e-resources are used for maximum assimilation by the students. Regular assignments and class tests are conducted for internal assessment of the students. Internal assessment is based on the class participation and performance of the student in the class test and assignments in various subjects for practical as well as theoretical subjects. In the challenging times of COVID -19, the faculty explored different online media for effective dissemination of learning material and many shifted to conducting online classes on Google classroom and Google Meet. E-content was prepared and shared to the official departmental email ids and this was further uploaded on the college website. This online teaching-learning process involved significant efforts of all faculty members. This transition to digital learning has been smooth, unique and exploratory in nature. The institution facilitated the faculty to adapt to the online ways of conducting teaching-learning activities so that they were undertaken meticulously. The e-content and the supplementary study material including educational audio/video, documentaries, etc was made available on the college website for the students and shared using different digital media.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
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No Data Entered/Not Applicable !!!

## 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Economics (Honors)	23/07/2019
BA	Business Economics (Honors)	23/07/2019
BA	History (Honors)	23/07/2019
BA	Hindi (Honors)	23/07/2019
BA	English (Honors)	23/07/2019
BCom	Commerce (Honors)	23/07/2019
BSc	Computer Science (Honors)	23/07/2019
BA	Human Resource Management (Voc. Studies)	23/07/2019
BA	Marketing Management Retail Business (Voc. Studies)	23/07/2019
BA	Management and Marketing of Insurance (Voc. Studies)	23/07/2019
BA	Materials Management (Voc. Studies)	23/07/2019
BA	Small and Medium Enterprises (Voc. Studies)	23/07/2019
BA	Office Management and Secretarial Practices (Voc. Studies)	23/07/2019
BA	Tourism (Voc. Studies)	23/07/2019
BMS	Management Studies (Honors)	23/07/2019

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

Certificate	Diploma Course
<b>No Data Entered/Not Applicable !!!</b>	

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Certificate course in	22/08/2019	44

French		
Certificate course in German	23/08/2019	45
<a href="#">View File</a>		

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

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	History (Honors)	50
BA	History (Honors)	47
BA	History (Honors)	45
BA	Business Economics (Honors)	40
BCom	Commerce (Honors)	36
BA	Business Economics (Honors)	5
BA	Materials Management (VS)	48
BA	Office Management and Secretarial Practices (VS)	95
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### 1.4 – Feedback System

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

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>A feedback form was collected from the CVS students of the batch 2017-2020. Responses were collected on various parameters such as: Course Content, Learning Environment and Teaching Methods, Learning Resources, Student Involvement, Placement, and Future outlook. One-Sample t- tests were used to analyse the data in order to identify the different criterion deviating significantly from the mean. The test revealed that students belonging to majority of courses are significantly satisfied with the content and objectives of the course and the learning environment and teaching provided to them. It was also found that 54.1 of the passing students were a member of at least 1 college society, implying the significance of student societies. It was also observed that none of the vocational students believed that societies interfered with their studies. Using t-test, it was observed that majority of the students believed their course improved their future outlooks and would recommend the course to other freshers. The feedback was taken from the outgoing students, whether they wanted to pursue further education or wanted to go for employment.</p>



**CRITERION II – TEACHING- LEARNING AND EVALUATION****2.1 – Student Enrolment and Profile**

## 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Tourism (Voc. Studies)	110	801	118
BA	Materials Management (Voc. Studies)	55	371	58
BA	Management and Marketing of Insurance (Voc. Studies)	55	365	46
BA	Small and Medium Enterprises (Voc. Studies)	55	337	53
BA	Human Resource Management (Voc. Studies)	110	809	116
BA	Marketing Management and Retail Business (Voc. Studies)	110	582	105
BA	Office Management and Secretarial Practice (Voc. Studies)	98	566	117
BCom	Commerce (Honors)	85	2398	80
BA	Economics (Honors)	68	1408	57
BA	History (Honors)	68	1143	64
<a href="#">View File</a>				

**2.2 – Catering to Student Diversity**

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3017	23	100	Nil	Nil

**2.3 – Teaching - Learning Process**

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
100	100	149	50	Nil	9

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The students are guided by their respective mentors about all aspects of college life, both academic and non-academic. The college allots 30 students to each mentor from all three years. The mentors are accessible to the students during college working hours in college premises and are also approachable on phone and email even after working hours. The list of mentors and mentees is uploaded on the college website. The students of first year are counselled on the very first day in the college through the Orientation Programme. The freshers are introduced to their respective teachers-in-charge who introduce course curriculum syllabus, different components of internal assessment, etc. The students are also introduced to the administrative office, library, canteen, computer labs and other e-resources. They are encouraged to participate in the sports and cultural activities in the college and also to join various academic societies of the college. The mentors also introduce the students to the placement cell and motivate them to participate in various placement drives held periodically. The students are encouraged to check university website, college website and college notice boards to stay updated with latest notifications and announcements. The mentors help students to get in touch with various grievances redressal committees in case required. The students in their final year are guided and mentored to help them choose the future career options including applying for higher studies.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3017	100	1 : 30

**2.4 – Teacher Profile and Quality**

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
135	100	35	Nil	38

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Dr. Sunil	Assistant Professor	World Award for Value Education by World Assembly on Value Education (WAVE), along with the Indian Institute of Ecology and Environment (IIEE) and the Confederation of Indian Universities (CIU)

2019	Prof. Inder Jeet	Principal	The 50 most influential Principals of India (Education) award by the World Education Congress
2020	Dr. Shalini Singhal	Associate Professor	World Award for Value Education by World Assembly on Value Education (WAVE), along with the Indian Institute of Ecology and Environment (IIEE) and the Confederation of Indian Universities (CIU)
2020	Ms. Anu Singh	Associate Professor	World Award for Value Education by World Assembly on Value Education (WAVE), along with the Indian Institute of Ecology and Environment (IIEE) and the Confederation of Indian Universities (CIU)
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	508	VI-2020	19/08/2020	31/10/2020
BSc	570	VI-2020	19/08/2020	27/10/2020
BA	518	VI-2020	19/08/2020	20/11/2020
BA	510	VI-2020	19/08/2020	02/11/2020
BCom	504	VI-2020	19/08/2020	27/10/2020
BA	511	VI-2020	19/08/2020	20/11/2020
BA	516	VI-2020	19/08/2020	20/11/2020
BMS	590	VI-2020	23/08/2020	07/11/2020
BA	575	VI-2020	21/08/2020	24/10/2020
BA	573	VI-2020	21/08/2020	25/10/2020

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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The University follows Choice Based Credit Scheme for the admission before 2019 and Learning Outcome-based Curriculum Framework (LOCF) for admissions after 2019. Both the schemes have internal assessment component to assess the students. Each paper has an internal assessment of 25 marks, out of which 10 are for assignments, 10 for internal test and 05 for attendance. Topic wise home assignments are given to the students and evaluated through viva and discussions. The students can be evaluated via other methods such as PowerPoint presentations, subject specific projects, group discussions, role play, quiz, etc. The internal tests are usually conducted during the semester to evaluate the subject oriented learning curve of each student. The students also undertake projects in the industry. The internal assessment marks awarded to the student are verified by the respective subject teachers and an opportunity is also provided to each student to crosscheck their marks. The evaluation process of all students is in continuous mode and it is reviewed at two levels: one at the department level and second at the college level. Due to unprecedented event due to Covid19, all evaluation shifted to online mode. The teaching-learning was imparted through various online medium like Google Classroom, Google Meet, email, and the teachers tried all available online media so that these activities were not disturbed. The faculty members also created Whatsapp groups to disseminate subject-related notes and important communication. Special attention and opportunities are provided to students who have exceptional abilities in sports and extra-curricular activities.

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

The University of Delhi prepares an academic calendar before the start of the academic year which the college has to follow as it is an affiliated college. The specifies dates of the start and end of each session through the year is given in this calendar along with the mid semester break and the start of practical and theory examinations. The college adheres to this academic calendar and in addition, various department also prepares their respective academic calendars. The college has an array of active departmental societies and student soceties which also prepare their event calendars. The college also holds various extracurricular activities such as orientation, seminars, webinars, report writing, book club, remedial classes, etc from time to time during the year. The internal tests for all courses, as part of Internal Assessment, were conducted during a two-week period and the schedule for this was uploaded on college website and notice board. This was also included in the college academic calendar.

## 2.6 – Student Performance and Learning Outcomes

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

<http://www.cvs.edu.in/syllabus.php>

### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
573	BA	MMRB (Voc. Studies)	97	88	90.72

575	BA	OMSP (Voc. Studies)	84	65	77.38
590	BMS	Management Studies (Honors)	47	45	95.74
516	BA	Hindi (Honors)	42	39	92.86
511	BA	English (Honors)	43	39	90.7
508	BA	Business Economics (Honors)	57	46	80.7
504	BCom	Commerce (Honors)	115	112	97.39
510	BA	Economics (Honors)	59	52	88.14
518	BA	History (Honors)	65	56	86.15
570	BSc	Computer Science (Honors)	46	42	91.3
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

<http://www.cvs.edu.in/studentssurvey.php>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	00	00	0	0
Any Other (Specify)	00	00	0	0
International Projects	00	00	0	0
Students Research Projects (Other than compulsory by the University)	00	00	0	0
Projects sponsored by the University	00	00	0	0
Industry sponsored	00	00	0	0

Projects				
Interdisciplinary Projects	00	00	0	0
Minor Projects	00	00	0	0
Major Projects	00	00	0	0
No file uploaded.				

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Seminar on Opportunities in the Insurance Sector	Commerce	27/02/2020
Seminar on Behavioral Economics	Economics	20/09/2019
Seminar on Developing Employability Skills	Computer Science	31/10/2019
webinar on "Android Applications Development	Computer Science	16/05/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
ERIC	Entrepreneurial Research and Incubation Centre	NIL	Woodsville Academy	Edtech Startup	25/07/2019
<a href="#">View File</a>					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
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National	NA	Nil	0
International	ECONOMICS	2	2.19
<a href="#">View File</a>			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
HINDI	1
ECONOMICS	2
COMMERCE	7
<a href="#">View File</a>	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Long-run Operating Performance of Firms and IPO Under pricing: Evidences from India	Sheetal Maurya	The Empirical Economics Letters	2020	Nil	Department of Commerce, Delhi School of Economics	Nil
Exploring Consumers Inclination towards Changing Life Style during COVID-19 Forth Possibilities of Post Corona Social Fabric	Jasleen Kaur Sarpal	Mukt Shabd Journal	2020	Nil	Nil	Nil
An Analytical study on Atal Pension Yojana with special reference to NCR-A Hunk of NPS.	Neeti Hooda	International Journal of Research and Analytical Review	2019	Nil	Nil	Nil

Teaching Faculty's Job Stress Performance: Moderating Impact of Emotional Intelligence Social Support	Natasha Tajeja Namita Rajput	Solid State Technology	2020	0.4	Nil	Nil
Understanding fresher's perspective on Business Analytics as a necessary tool for Employability	Natasha Tajeja Divya Sethi Vijit Chaturvedi	Journal of Advanced Research in Dynamical and Control Systems	2019	Nil	Nil	Nil
Exploring Consumers Inclination towards Changing Life Style during COVID-19 Forth Possibilities of Post Corona Social Fabric	Neeti Hooda	Mukt Shabd Journal	2020	Nil	Nil	Nil
An Analytical Study on Consumers Perception towards De monetisati on with Special Reference to NCR.	Neeti Hooda	Alochana Chakra Journal	2020	Nil	Nil	Nil
An Analytical Study on Consumers Perception towards De monetisati	Neeti Hooda	Juni Khyat Journal 2	2020	Nil	Nil	Nil



on with Special Reference to NCR.						
An Analytical study on Atal Pension Yojana with special reference to NCR-A Hunk of NPS.	Neeti Hooda	International Journal of Research and Analytical Review	2019	Nil	Nil	Nil
Measuring the Performance of Pension Funds using Sharpe Ratio	Neeti Hooda	International Journal of Research in Engineering, IT and Social Sciences	2019	Nil	Nil	Nil
<a href="#">View File</a>						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	21	55	3	6
Presented papers	7	7	9	Nil
Resource persons	Nil	7	Nil	Nil
<a href="#">View File</a>				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
INSTALLATION OF SANITARY PAD	NSS	15	600

VENDING MACHINE: IN COLLABORATION WITH CSR RESEARCH FOUNDATION, UNDER MISSION AAA, BHARAT PETROLEUM CORPORATION			
WORKSHOP ON WOMEN HEALTHCARE, GENDER SENSITIVITY, HYGIENE, AND WOMEN ENPOWERMENT UNDER MISSION AAA	NSS	13	320
PLASTIC COLLECTION DRIVE: IN COLLABORATION WITH GREEN BRIGADE, THE ENVIRONMENT SOCIETY OF CVS	NSS	13	400
NSS DAY	NSS	15	550
BOOK DONATION DRIVE	NSS	13	165
DONATION DRIVE	NSS	14	550
FIT INDIA MOVEMENT	NSS	12	150
EYE DONATION AWARENESS SEMINAR: IN COLLABORATION WITH "VENU EYE INSTITUTE AND RESEARCH CENTER	NSS	15	130
A WALK OF CONCERN (A SILENT RALLY ON AMAZON FIRE)	NSS	13	110
ORIENTATION DAY	NSS	12	250
<a href="#">View File</a>			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
<b>No Data Entered/Not Applicable !!!</b>			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Webinar on Remote learning, time	Reverie in collaboration with IQAC	Topics discussed in the webinar	40	100

use and anxiety of students during covid-19		were Self-management during covid-19 and Remote mental help.		
Educational Seminar	TEB in Collaboration with Khadi and Village Industries Commission(KVIC)	The session was to spread awareness about the schemes such as the National Level Awareness Programme (NLAP) 2020. The main focus of the seminar was centred around the importance of identifying the target markets for a successful venture.	23	140
Seminar on FINANCIAL INCLUSION THROUGH FINANCIAL EDUCATION	COMSOC with association with the Security and Exchange Board of India (SEBI), Bombay Stock Exchange Ltd (BSE) and Central Depository Services Limited (CDSL)	The multitude of functions performed by the regulator for securities market in India, that is SEBI was highlighted in the seminar. The procedure for investing was also explained which is now in accordance to the Depository Act of 1996 .	32	138
Project Kilkari	Connecting Dreams Foundation in collaboration with CDF India	The mission of the project was to impact the life of underprivileged children and helping them in strengthening their skills and concept by providing them quality education, different learning methods and fun	2	52

		base mathematical learning and focusing		
Project Aashayein	Connecting Dreams Foundation in collaboration with Chhanv Foundation	Virtual Talent Show for Acid Attack Survivors was organised. The SDGs fulfilled through this project were: Good Health(SDG 3),Gender Equality(SDG 5),Decent Work and Economic Growth(SDG 8),Reduced Inequalities(SDG 10) and Peace, Justice Strong In	2	52
Project Phulwari	DramaNomics with collaboration with Venu Eye Centre	An outreach neighbourhood initiative to raise awareness for eye donation.	8	52
Project Raah	Enactus	Mentorship session was conducted with KPMG mentors to update them with progress and gain insights. Three meetings were conducted with Khadi India to discuss a potential collaboration	2	50
Project Gyan	Green Brigade	Awareness drive on Beat Plastic Pollution organised for around 300 primary school students.	27	78
Tree plantation drive	Green Brigade in collaboration with Vriksh Garage	Celebrated Independence Day and the college Foundation Day	30	80

by planting trees in College campus .Flags made from seed and recycled paper were also distributed.

[View File](#)

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	HR in Talent Acquisition	Aashman Foundation	02/01/2020	01/02/2020	1
Internship	Freelancer	Aims Advertising	01/12/2019	31/01/2020	1
Internship	Content writer	AK Web Tech	01/07/2019	31/08/2019	1
Internship	Market Research	Alue	01/12/2019	31/12/2019	1
Corporate	Mentor	Arnold Mascarenhas	10/12/2019	10/01/2020	8
Corporate	Mentor	Arnold Mascarenhas	05/01/2020	15/02/2020	10
Internship	HR in Talent Acquisition	Bharti Airtel	15/01/2020	15/03/2020	1
Internship	HR in Talent Acquisition Brand promoter	Bloombuzz	07/01/2020	14/01/2020	1
Internship	Digital Marketing	Bloombuzz	03/02/2020	10/02/2020	1
Internship	Marketing	Bloombuzz PadhHigh Hops	01/06/2020	30/06/2020	1

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
IBS	24/09/2019	Seminar on Investment banking	2
Mother Dairy	20/11/2019	Industrial Visit	2
Coca Cola	17/01/2020	Industrial Visit	2
SEBI, BSE, CDSL	07/02/2020	Financial Inclusion Through Financial Education	2
ASEAN INSTITUTE OF INSURANCE AND RISK MANAGEMENT	07/02/2020	Seminar on the Opportunities in the Insurance Sector	2
Leverage Edu	27/08/2019	Talk on Nuances of Business World	2
TiE Global Summit	01/11/2019	Supporting Partner in	2
Khadi and Village Industries Commission (KVIC)	26/02/2020	National Level Awareness Programme on Entrepreneurship	2
Popxo, Bajaj Capital, TiE, The Indian Express, Decathlon and Byju's	26/02/2020	Internship Fair	2
SPIC MACAY	24/01/2020	Promotion of Indian Classical	2

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#### **CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

##### **4.1 – Physical Facilities**

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
11488596	11488596

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Video Centre	Existing

Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
<a href="#">View File</a>	

#### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
NETLIB	Fully	3.0.3	2001

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	57501	12613373	854	430906	58355	13044279
Reference Books	2225	585939	15	15200	2240	601139
e-Books	764300	5900	Nil	Nil	764300	5900
Journals	19	89851	6	13745	25	103596
e-Journals	6000	5900	Nil	Nil	6000	5900
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	25	Nil	Nil	Nil	25	Nil
Library Automation	830045	1330096	875	459851	830920	1789947
Weeding (hard & soft)	4142	144165	Nil	Nil	4142	144165
Others (specify)	Nil	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

#### 4.3 – IT Infrastructure

#### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	124	2	500	1	0	30	0	100	0
Added	10	0	0	3	0	10	0	0	0
<b>Total</b>	<b>134</b>	<b>2</b>	<b>500</b>	<b>4</b>	<b>0</b>	<b>40</b>	<b>0</b>	<b>100</b>	<b>0</b>

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

100 MBPS/ GBPS
----------------

#### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
827177	827177	11157416	11157416

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

The Staff Council of the college makes various dedicated committees at the beginning of each session for proper maintenance of physical, academic and support facilities. The various staff committees include: Purchase Committee, Verification Committee, Staff Room Committee, Library Committee, Sports Committee, Canteen Committee, Garden Committee, and Girls Common Room Committee. Each committees conduct regular meetings and ensure optimum utilisation of physical and financial resources. The physical, academic, and support facilities in the college are regularly managed in such a way to provide the maximum benefit to the students and the staff. An appropriate budget is transparently allocated every year for the maintenance of various facilities. These committees regularly monitor the available facilities and give suggestions to further enhance them. The Library Committee meets regularly to allocate budget for each department. The books are recommended by the faculty members after getting them approved by their respective departments' teacher in charge. The library has subscribed to INFLIBNET (N-list) where e-resources are available for faculty members. Computer Centre at the college facilitates access to Information Technology (IT) resources and communication network for the user community within the campus. There are 2 spacious computer labs equipped with computer systems having the latest configuration and the state-of -the-art software. All the computer systems are regularly protected against virus, have Netsim network simulator and are well connected with LAN Internet for the benefit of all the stakeholders. All the computer hardware is serviced from time to time and the software are duly updated. Software and tools like dev C, anaconda, brackets, Java, Oracle, Linux, MATLAB and 'R' can be easily accessed in the lab. All the computer systems are connected to



uninterrupted power supply and the entire college campus is Wi-Fi enabled. Many classrooms are equipped with projectors, wi-fi, and other teaching facilities. The faculty members and non-teaching staff regularly inspect and maintain the classroom facilities. The college campus and water tank are regularly cleaned by the housekeeping staff. The college garden is nurtured by a group of gardeners of the college adhering to the recommendations of the Garden Committee and a well-maintained green ground supervised by a sports attendant is available for students. The Sports Committee of the college recommends and looks into the facilities related to sports including football, basketball, volleyball, cricket, archery, boxing, badminton, table tennis, chess, kabaddi, etc and maintains an open gym and yoga room. The Purchase Committee meets regularly to analyse various e-tenders floated to maintain physical, academic and support facilities out of which the lowest bid is selected based on a specified criteria. For maintaining physical and support facilities related to sports, cultural, canteen, computers, housekeeping, and security, tenders are floated and annual maintenance contracts are allocated to the duly selected vendor in accordance with University guidelines. All decisions regarding building expansion are taken by the Building committee which is set up by the Governing Body of the college.

<http://www.cvs.edu.in/committee.php>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Merit cum Means Scholarship	23	115000
Financial Support from Other Sources			
a) National	1. National Scholarship Portal 2. E-District 3. PMSS (JK)	20	107795
b) International	NA	Nil	0
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga and Meditation	26/07/2019	20	College of Vocational Studies and Vivekanand Kendra
Online Counselling	31/03/2020	3017	College of Vocational Studies
Student Mentoring	29/07/2019	3017	College of Vocational Studies
Soft skills [as part of course curriculum]	26/07/2019	3017	College of Vocational Studies
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	ISB Young Leader's Program, Career Launcher	Nil	151	Nil	Nil

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

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

**5.2 – Student Progression**

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Name of Organizations Visited EGON ZEHNDER, ERNST YOUNG, TRESVISTA, VISIONTEK ENGINEERS, JAMBOREE, COLLEGE DUNIA, EXL SERVICE, FIS, INDIGO, TOMMY HILFIGER CK, LENS KART, HEXAVIEW TECHNOLOGY, SKUAD , COHO	606	58	DARASHAW, DELOITTE, UNIFIERS, CVENT, WIPRO, FIEO, TRESVISTA, ASAHI INDIA GLASS, JARO EDUCATION, PORCELLIA, CNCS INFOTECH, GRAPECITY INDIA, TOPPR, DECATHLON, TCI, DIGIVERSAL, SUPERDRY, CONCENTRIX, TO THE NEW, BIRLA SOFT, FINEDGE, MYCAPTAIN, FLIXSTOCK	2077	105

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	618	B.A (H)History, BA(Vocational Studies) in Tourism Management, Material Management, MMRB, SME, HRM, OMSP, BMS, B.A (H) English, B.A(H) Economics, B.A (H) Business Economics, B.COM (H), B.A (H) Hindi, B.SC (H) Computer Science	History, Respective Vocational department/Commerce, English, Economics, Commerce, Hindi, Computer Science	National Museum Institute, Delhi University, Symbiosis Institute of Media and Communication, St. Xaviers College, NIT, Azeem Premji University Bangalore, IGNOU, Ambedkar University, Central University of Himachal Pradesh, JNU, Amity University, DTU	Masters in Conservation, Masters in History, Masters in Mass Communication, Masters in Computer Application, Masters in Development Studies, Masters in Medieval History, Master in Museology, IGNOU, MBA, Masters in Conservation, Masters in Tourism, Ma

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
CAT	2

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

Activity	Level	Number of Participants
Inter-college Badminton Championship	Inter college	3
Inter-college Volleyball Championship	Inter college	12
Inter-college Basketball Tournament	Inter college	10
Inter-college Cricket Tournament	Inter college	16
Inter-college Football Tournament	Inter college	20
Inter-college Athletics Tournament	Inter college	5

Inter-college Wrestling Championship	Inter college	1
Inter- college Boxing Championship	Inter college	3
Inter-college Boxing Tournament	University	1
Inter-college Boxing Championship	National	1
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Cultural Fest of AIIMS, New Delhi	National	Nil	1	Team	Fashion Society
2019	Youth Fest' 19, JLN Stadium	National	Nil	1	Team	Fashion Society
2019	Technia College, Rohini	National	Nil	1	Team	Fashion Society
2019	Motilal Nehru College	National	Nil	1	Team	Fashion Society
2020	DME Noida	National	Nil	1	Team	Fashion Society
2020	Shaheed Sukhdev Business College	National	Nil	1	Team	Fashion Society
2020	NDIM College	National	Nil	1	Team	Fashion Society
2020	Best Model at Kalindi College Fashion Show Contest	National	Nil	1	2k18/RB/43	Vanshaj Gauri
2020	Best Walk at Kalindi College Fashion Show	National	Nil	1	2k19/RB/12	Rishab Nanda

	Contest					
2019	PULSE-AIIMS	National	Nil	1	Team	Dramanomics (Theatre Society)
<a href="#">View File</a>						

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

The Student Council plays a pivotal role in the organization of events at college and by being instrumental in the formation of an elected body i.e., the Student Union for conducting several programmes through the year. The Students' Union is elected by the student body and the Union organizes the Freshers' Day to welcome the freshers at college at the beginning of the academic session. Besides this, the Union has a primary role in the organization of the annual college festival at CVS known as TATVA, which is held in the college premises every year. It is through the Union that students can present their demands or grievances before the college administration. Many societies and committees are formed by the students for the delegation of their work headed by office bearers, with a head and a vice-head, in order to take up academic as well as non-academic activities. The names of the student societies at CVS are as follows: The Cultural Society, English Literary Society, Hindi Literary Society, Biznomics, Manthan, Dramanomics, Zest, Arpeggio, Criador, Shashtrarth, Zephyr, Encrypt, Econox, Green Brigade, Aspire, FIC, MSoc, Mercadio, Magazine Society, Time Travellers and Carvan, among others. Other than this, students also have their representatives in Internal Complaints Cell (ICC), Internal Quality Assurance Cell (IQAC), Grievances Handling Committee, Anti-Ragging Committee, besides other college societies and cells. Apart from the above-listed duties performed by the student bodies/committees, two student representatives are sent to the University as Student Councilors to represent the College student body at the University level.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

No data available with respect to the above details. No Alumni function held due to the COVID pandemic.

5.4.2 – No. of enrolled Alumni:

100

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

150000

5.4.4 – Meetings/activities organized by Alumni Association :

Nil due to the pandemic

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

1) The college functions through various committees formed with the mandate of the Staff Council at the beginning of the academic year. The committees conduct meetings throughout the year and participate in decision making at various levels. The main committees are: Sports Committee for decisions regarding

recommendations and maintenance of sports goods and the ground, Purchase Committee for decisions regarding purchase of all support facilities and other supplies, Verification Committee for verifying the purchase made through the recommendations of the purchase committee, Garden Committee for the upkeep of the green and lush gardens in the college premises. The recommendations/decisions are taken by the committees which has the representation of teachers and others. 2) Teachers representatives are also there in the governing body of the college and in other committees such as Building Committee, Leave Advisory Committee and Academic Supervisory Committee. The teacher representative/non-teaching staff member are there in different committees set up by the Governing Body such as building committee, survey committee, leave advisory committee and other committees. The Academic Council/Executive Council elections are held and the teachers can contest for these elections. The faculty members can participate in decision making process at the university level for academic and other related matters.

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

Partial

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	The rules and process related to admission are decided by the University of Delhi. The college has to follow the same admission process. However, cut offs for the admissions for various courses are decided at the college level. The student volunteers provide guidance and counseling to parents and candidates. The admissions are done through admission committee set up by the staff council consisting of Principal, secretary staff council and all Teachers Incharge. The process of admission is very objective and transparent.
Industry Interaction / Collaboration	The students of final year are provided with an opportunity for internships with industry to provide practical subject related exposure and personality development. The placement committee makes an arrangement with a number of companies coming for campus placement. The experts from the industry are invited to give special lectures to students.
Human Resource Management	There are well defined rules and regulations for teaching and non-teaching staff. They are bound by the University rules. APAR are being maintained for the non-teaching staff to evaluate their performance. APAR and PBAS are filled by teachers on term basis and are essential for their promotion. Teaching and non-teaching

staff are provided with all the benefits as per government rules. There is a well-defined hierarchy in academic and administration. Records related to the man power management are being properly maintained .

Library, ICT and Physical Infrastructure / Instrumentation

The library has procured many new books and journals during the year. The library is fully automated and uses NETLIB software for the day to day services. The students are encouraged to work with open source software. The physical infrastructure is expanded from time to time. The college also has 2 computer labs fitted with projectors and all classrooms have the provision of projectors in them.

Research and Development

Students undertake research projects and conduct market surveys as part of their internal assessment. They are also encouraged to question the concepts and research about those topics in the form of assignments and presentations. Many research related software tools and techniques have also been included in their syllabus under LOCF so that they will develop analytical abilities.

Examination and Evaluation

The examination is conducted strictly as per the Delhi University rules and the date sheet is formulated at the University level. The evaluation of the answer scripts is centralised and faculty members take part in the evaluation process. The faculty members of the college also undertake continuous internal evaluation. The internal assessment marks for each subject is 25, which comprises of 10 marks for internal test, 10 marks for the assignments, presentations, projects, etc and 5 marks are for the attendance through the semester.

Teaching and Learning

The college teachers have been using ICT tools and innovative practices like role play, excursions, industry visits, etc. External subject experts are also invited for special lectures for giving the students industry insights and expert opinion on the specific topic periodically. Academic Supervisory committee is a statutory committee which takes the decisions in regard of holding academic activities in an organised way. Course-wise and teacher-wise timetable is accessible online to

	the students.
Curriculum Development	The development of curriculum takes place at the University departmental level and teachers from the college participate in it. LOCF scheme framed by UGC and adopted by Delhi University has been implemented fully. The syllabi of all seven vocational courses are designed by the Committee of Courses constituted by the college.

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

E-governance area	Details
Planning and Development	The development of infrastructure in the college remains with the Building Committee. All financial activities involving third parties is done through e-tendering.
Administration	All notices and other information related to students, teachers and non-teaching staff are disseminated through emails and college website.
Finance and Accounts	Students admission and examination fees are collected online. All bills, salaries and any other money transfer takes place via NEFT/RTGS. Accounting software Tally is being used.
Student Admission and Support	The University has an integrated online admission system which allows the college easy access to this data. The admission process is conducted by the admission committee comprising teachers-incharge and secretary, Staff Council. The Grievance committee and students' help desk provide assistance to the applicants seeking admission.
Examination	The University conducts centralized examinations and provides necessary support to the college for the same. The examination form and internal assessment marks are uploaded online. The result is also declared online and mark sheets are downloaded by the students.

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
No file uploaded.				



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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	FDP on Literature and Cinema	NA	03/01/2020	03/01/2020	55	Nil
<a href="#">View File</a>						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
ARPIT, 16-week Refresher Course in Commerce	1	01/09/2019	15/01/2020	112
National faculty development programme	1	17/06/2020	30/06/2020	14
Refresher Course in Yoga, Meditation and Sports	1	03/01/2020	16/01/2020	14
ARPIT, 16-week Refresher Course in Commerce	1	01/09/2019	15/01/2020	112
ARPIT, Refresher Course in Paedagogical Innovation and Research Methodology (Inter disciplinary)	1	01/09/2019	15/01/2020	112
National faculty development programme on Data Analysis for Research in Social Sciences	1	17/06/2020	30/06/2020	14

Refresher Course in Yoga, Meditation and Sports	1	17/06/2020	30/06/2020	14
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
<b>No Data Entered/Not Applicable !!!</b>			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Children allowance, Maternity leave, Medical, LTC, HTC, Admission under Ward quota, Child care leave and other welfare schemes as per govt. rules	Maternity leave, Child care leave, Medical, LTC, HTC, Admission under Ward quota, Children allowance, and other welfare schemes as per govt. rules	Boys Common Room, Disabled friendly campus, full fee concession to PwD students, Merit-cum-means scholarship, Rail travel concession by the Railways, Girls Common Room

#### 6.4 – Financial Management and Resource Mobilization

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

Yes. Internal audit is done by Delhi University and external audit by AGCR.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
INDIAN INSTITUTE OF ART AND DESIGN, BIRYANI BY KILO, MOCK BOARD EDTECH PVT. LTD., GEORGIANS ACADEMY, RURAL AGRICULTURAL DEV. SOCIETY (RADS)	45000	Refer to the attached Excel File
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

251172635

#### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	Yes	Academic Supervisory committee/IQAC
Administrative	Yes	AGCR	Yes	University of Delhi/college

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

There is no provision for Parent-Teacher Association. The college extends support to the students and their parents in terms of guidance whenever required. Orientation programme is organised at very first day of the session, where parents and the students both participate.

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

The college facilitates the support staff to undergo training activities conducted at the college/University. Permission is granted for higher education. Participation in sports and cultural activities

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

1) A number of special lectures were organised on different themes by various departments and societies. 2) A new Academic Block is under construction to increase the space and other facilities including toilets, etc. 3) Collected data on the alumni 4) Setting up of mentoring groups 5) Invited proposals from departments to hold seminars, special lectures and workshops 6) The college should conduct FDPs 7) Departments should take students for educational trips 8) The number of office bearers of various societies should be limited to Head and vice-head 9) An MOU is signed between the college and the sponsoring body.

## 6.5.5 – Internal Quality Assurance System Details

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

## 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	English department seminar on Greek Literature.	05/08/2019	22/08/2019	22/08/2019	65
2019	History department National Seminar titled Thought and Action: Perspectives on Gandhi	05/08/2019	25/09/2019	26/09/2019	220
2020	Online teaching and learning activities using various digital medium	16/03/2020	17/03/2020	30/06/2020	3100

2019	Expansion of Placement cell to include internships	05/08/2019	06/08/2019	30/06/2020	798
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Pride March organised by Aaghaaz	20/09/2019	20/09/2019	28	22
Self defense demo organised by Aaghaaz	10/02/2020	10/02/2020	35	20
Umeed ki Udaan was a two-day event that was held on the 12th and 13th of October on the occasion of the International Girl Child's Day	12/10/2019	13/10/2019	42	20
Workshop on women healthcare, gender sensitivity, hygiene, and women empowerment under mission aaa	30/09/2019	30/09/2019	32	19
Installation of sanitary pad vending machine: in collaboration with csr research foundation, under mission aaa, bhara petroleum corporation	30/09/2019	30/09/2019	32	19

Noor- ek naya daur( cvs girls day) organised in collaboration with STREEDHAN	19/02/2020	19/02/2020	32	15
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>We at CVS take the issues on environment quite seriously. Many events, drives, etc are organised in the college from time to time to increase environmental awareness. Solar panels have been fitted on the college roof-top and the electric requirement of the entire college (123 KV) will be met by these solar panels. NSS, CVS also organised many events to bring about the environmental consciousness amongst the students of the college such as pledge on swachta mission, cleanliness drive and walkathon and donation drive on cleanliness and plantation drive. A walk of concern (a silent rally on Amazon fire) was organised by NSS wing of the college to bring awareness on Amazon fire thereby bringing consciousness about the harmful effects of global warming. Green Brigade, CVS is the environment society of the college. A plastic collection drive was organised in collaboration with Green Brigade, CVS, to increase awareness of the harmful effects of plastic and to motivate people to reduce their plastic usage. Project Gyan was organised by Green Brigade which was an awareness drive on Beat Plastic Pollution organised for around 300 primary school students. It also organised Virtual Earth Conference - Threats to Indian Biodiversity- Way Ahead. Green Brigade in collaboration with Vriksh Garage celebrated Independence Day and the college Foundation Day by planting trees in College campus. Flags made from seed and recycled paper were also distributed.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	24
Ramp/Rails	Yes	24
Rest Rooms	Yes	24
Provision for lift	No	Nil
Braille Software/facilities	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	11/09/2019	03	Recycling Project (Green Brigade)	250 cloth bags made from up-cycled cloth materials	40

						like old sarees, dupattas, upholster y linen etc, were distributed in the vicinity the residents of K-Pocket, Sheikh Sarai-II. Plastic waste was collected from their homes for proper recycling	
2019	1	1	15/03/2020	01	Project Phulwari (CDF)	The aim was to provide some financial support to the women of Jagdamba camp by creating employment	57
2019	1	1	08/09/2019	01	Skit on eye donation (Dramanomics)	An outreach neighbourhood initiative to raise awareness for eye donation	60
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Professional Ethics	23/07/2019	It is displayed on the college website for information of the stakeholders. As per this, the code of conduct of a teacher is clearly stated with respect to

		colleagues, students, and non teaching staff.
Information Bulletin	23/07/2019	It is displayed on college website and it contains all information related to course details, departments, faculty members, admin office, physical facilities for students, and other important information.
Newsletter	30/06/2020	The college newsletter is displayed on college website and it contains information on all the events held during the year.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Swachchata Pledge ceremony	16/01/2020	16/01/2020	68
Traffic awareness	22/01/2020	22/01/2020	55
Yamuna Cleanliness Drive	23/02/2020	23/02/2020	20
Donation drive, dustbin installation in college and blanket distribution to support staff	08/11/2019	08/11/2019	45
Webinar on Remote learning, time use and anxiety of students during covid-19	12/06/2020	12/06/2020	140

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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The students are encouraged to collect empty plastic bottles and recycle them using a machine placed for this purpose outside college canteen. The college boasts of a herbal garden having different herbs and vegetables. Fresh produce from the garden is sold to teaching staff and non teaching staff for nominal prices. Events are conducted regularly to bring about awareness about climate and its importance amongst students and faculty. Notices having instructions to switch off light and fan when not in use are put up at all the necessary places, such as, class rooms, toilets, etc. Refillable white board markers for the teaching staff of the college have been introduced to reduce plastic wastage. Single-use plastic cutlery and straws, stirrers have been removed from the college canteen to curb plastic waste. Solar panels have been fitted on the college roof-top and the electric requirement of the entire college (123 KV) is met by these solar panels.

## 7.2 – Best Practices

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

**BEST PRACTICE 1 Title of the Practice: Imbibing Green Practices** CVS boasts of green campus having trees, plants and many herbs. The college garden blossoms with colourful flowers at around the spring season. The college has a kitchen garden which essentially houses green vegetables, salad vegetables and herbs. The college always undertakes environment-friendly practices and promotes that the student also undertake the same. Events are conducted regularly to bring about awareness about climate and its importance amongst students and faculty. Solar panels have been fitted on the college roof-top and the electric requirement of the entire college (123 KV) will be met by these solar panels. The climatic conditions have been volatile lately and is a matter of concern, hence it becomes all the more important that everyone plays their role in improving the planet we are living on and make it a better place for our future generations. CVS has always and, in future, will always lend a helping hand towards improving our environment, in whatever way possible. Green Brigade, the environment society of CVS provides a platform to the students to bring awareness about pressing environmental issues like plastic pollution, climate change, deforestation, among others and sustainable development. The society organised a tree plantation drive to celebrate Independence Day and the college Foundation Day by planting trees in college campus. On this occasion, flags made from seed and recycled paper were also distributed. The Green Brigade also participated in the 'Swachhata Hi Seva' programme initiated by the Government of India to make the college campus and surrounding areas more green, clean and free of single-use plastic. In this regard, the society has launched a campaign titled, 'Beat Plastic Pollution' to obliterate single-use plastic from the college campus. CVS also aims at making the campus clean and green and has undertaken many steps to achieve the same. To list a few steps, refillable white board markers for the teaching staff of the college, single-use plastic cutlery and straws, stirrers have been removed from the college canteen.

**BEST PRACTICE 2 Title of the Practice: Extension and Outreach Activities** In addition to teaching-learning activities, CVS asserts the importance of extension and outreach activities in the holistic development of students and motivates them to undertake the same. The college with its active societies has always aimed to hold such activities on regular basis so the students can learn the importance of giving back to the society. Several events have been undertaken throughout the year to show the significance of the outreach activities and their impact on the society and the community around us. DramaNomics, in collaboration with Venu Eye Centre, organised an outreach neighbourhood initiative to raise awareness for eye donation. Connecting Dreams Foundation (CDF), in collaboration with Chhanv Foundation, organised a virtual talent show for acid attack survivors. The sustainable development goals fulfilled through this project were good health, gender equality, decent work and economic growth and reduced inequalities. CDF CVS, in collaboration with CDF India, started a project with the mission to impact the life of underprivileged children and help them to strengthen their skills and concept by providing them quality education and different learning methods.

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

<http://www.cvs.edu.in/igac.php>

## 7.3 – Institutional Distinctiveness

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

College of Vocational Studies is unique as is its name with its primary focus



on imparting vocational education at undergraduate level. The college offers Bachelor in Arts (Vocational Studies) degree course in seven streams namely, Office Management and Secretarial Practice (OMSP), Tourism Management (TM), Human Resource Management (HRM), Marketing Management and Retail Business (MMRB), Management and Marketing Insurance (MMI), Materials Management (MM) and Small and Medium Enterprise (SME). These courses are employment oriented as they are well received in the job market, as well as prepares the students to pursue further studies in their chosen field. The college alumni is well placed in India and abroad in private and public sector.

Provide the weblink of the institution

<http://www.cvs.edu.in/>

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

- To plan the implementation New Education Policy (NEP) for all courses
- To create five smart classrooms
- To revamp college website and make it more interactive
- To complete construction of new academic block to have increased classroom, cubicles and student facilities.
- To extend Wi-Fi coverage to new academic block
- To set up video conferencing room
- To purchase more e-books and e-journals. The college can also try to sign MoU with companies like Amazon Kindle, etc.
- To set up one more computer lab