**Vijayanagara Sri Krishnadevaraya University**

**Format for Affiliation of Colleges**

(Format for furnishing information by the colleges for Evaluation by the Local Inquiry Committee for Affiliation in the academic year 2020-21- Applicable to both Fresh and Renewal of Temporary/ Permanent Affiliation of Programmes, Enhancement/ Reduction in Intake and withdrawal of programmes/ Courses/ Affiliation).

1. **Basic Information:**

|  |  |  |
| --- | --- | --- |
| 1.1 | College Code and AISHE Code |  |
| 1.2 | Name & Address of the College, with Land line, & Mobile Number College Email IDWebsite Address(URL)Latitude, LongitudeAssembly Constituency |  |
| 1.3 | Year of Establishment of the College |  |
| 1.4 | Name of the Registered Society /Trust (Enclose relevant Document)  |  |
| 1.5 | Type of Management (Enclose Supporting Document) |  |
| 1.6 | Principal Name, Mobile Number, Email-ID, Landline Number |  |
| 1.7 | Appointment Status of Principal (Enclose relevant Document) |  |

1. **Infrastructure**

**Land and Building Details:**

|  |  |  |
| --- | --- | --- |
| 2.1 | Total Land Available (Including Built-up area)In acre (Not less than 1.5 acre if it is located in mega cities, 2 acre in metropolitan cities, and 5 acre in other cities/ areas)  |  |
| 2.2 | Type of Ownership of the Land (Land Documents shall be enclosed) | Owned/ Leased |
| 2.3 | Total Floor Area of the Building, in sq.ft. (enclose Building plan)  |  |
| 2.4 | Type of ownership of the Building (enclose relevent document) | Owned/Leased/Rented. |
| 2.5 | Principal Room with dimension (ft×ft-sq.ft)  |  |
| 2.6 | Administrative office with dimension (sq.ft) |  |
| 2.7 | Total Number of Lecture rooms Available, Including Seminar rooms (As per Annexure 1)(A Minimum of 15 sq.ft per student in lecture/seminar rooms) |  |
| 2.8 | Total Number of Laboratories Available (as per **Annexure 1**) ( A minimum of 20 sq.ft per student in each of the laboratories) |  |
| 2.9 | Multipurpose Complex/ Auditorium (if available, give details) | Available/ Not Available |
| 2.10 | Computer Center with internet facility (for Non-Computer Science students) (if available give details such as number of computers etc..) | Available/ Not Available |
| 2.11 | Number of Computers Available for Exclusive use of students |  |
| 2.12 | Wi-Fi Enabled Campus, if available what % of the campus is covered | Available/ Not Available |
| 2.13 | CCTV System, if available to what extent? | Available/ Not Available |
| 2.14 | Placement and Career Guidance Facility (if available give details of dedicated rooms and facilities) | Available/ Not Available |
| 2.15 | Student Counseling room facility (if available give details.) | Available/ Not Available |
| 2.16 | Sports facility (give details) |  |
| 2.17 | Indoor Sports facility (if available give details) | Available/ Not Available |
| 2.18 | Play Ground (give details of dimensions and facilities) | Available/ Not Available |
| 2.19 | Health Center/ Medical facility (if available give details) | Available/ Not Available |
| 2.20 | Canteen | Available/ Not Available |
| 2.21 | Potable drinking water facility in all blocks and floors, give details |  |
| 2.22 | Separate Toilets for Boys and Girls, give details |  |
| 2.23 | Sanitary Waste Disposal (if applicable) | Available/ Not Available |
| 2.24 | Girls Common Room (if applicable) with dimension | Available/ Not Available |
| 2.25 | Separate Hostels for Boys and Girls, give details | Available/ Not Available |
| 2.26 | Number of faculty rooms with dimensions  |  |
| 2.27 | Separate Rest rooms for Men and Women Faculty | Available/ Not Available |
| 2.28 | Appropriate furniture in class rooms, seminar hall/ auditorium, laboratories, Library, hostel, faculty rooms and administrative office. (give details) |  |
| 2.29 | Implementation status of last LIC recommendations | 100%66 to 99%33 to 65%<33% |
| 2.30 | NAAC accreditation (mandatory for 5+years colleges). Furnish the applicable grade. |  |
| 2.31 | NCTE/AICTE approval/ recognition (if applicable) |  |

**Information Exclusive to Education and Physical Education Colleges**

|  |  |  |
| --- | --- | --- |
| 2.32 | Details of Micro-teaching conducted |  |
| 2.33 | Number of Practice-in-teaching Conducted, give details. |  |
| 2.34 | Community Living Camp |  |
| 2.35 | Number of practice-Teaching Schools (Secondary/ Senior Secondary Schools) Identified |  |
| 2.36 | Availability of Arts/ Music/ Dance faculty in the college | Available/ Not Available |

1. **Library and Learning Resources**

|  |  |  |
| --- | --- | --- |
| 3.1 | Dimensions of the Library (sq.ft) (A minimum of 15 sq.ft. per student) |  |
| 3.2 | Books in the Library:(At least 1000 books, or 100 books in different titles on each subject, whichever is more, to include both text books, reference books and E-books, for the proposed Programmes)  | Total Number of Titles of Books in the library (Sum of Subject-wise titles) |
| Total Number of Books in the library.Number of Text Books.Number of Reference Books.Number of E-Books. |   |
| 3.3 | Number of Journals Subscribed (2 for each Subject)Number of Journals (Print)Number of E-Journals |  |
| 3.4 | Number of Magazines Subscribed |  |
| 35 | Number of News Papers Subscribed |  |
| 3.6 | Number of Books added during the previous Academic Year |  |
| 3.7 | Amount spent for Procuring Library Resources during the last five academic years (Rs. In lakhs) |  |
| 3.8 | Average Annual Expenditure Incurred for Procuring Library Resources during the last five academic years (Rs. In lakhs) |  |
| 3.9 | Book Bank facility for SC/ST Students, if available give details | Available/ Not Available |
| 3.10 | Digital Library give details (with dedicated media server/ desktop computer in library accessible to students) with e-content (e-books, e-journals, Power point Prasentation, Video Lectures, Documentaries etc...) |  |
| 3.11 | Remote Access to E-Resources/ Digital Library | Available/ Not Available |
| 3.12 | Active INFLIBNET Subscription  | Available/ Not Available |
| 3.13 | N-List  | Available/ Not Available |
| 3.14 | Library Automation | Completed/Partically Completed/ Not Initiated |

1. **Programmes & Courses**

|  |
| --- |
| 1. **New Programmes**
 |
| I | UG Programme/s(BA, BSc, B.Com, BBA/ BBM, BCA, BSW…) | Combination  | Intake Sought |
|  |  |
|  |  |
| II | PG Programme/s(MA, MSc, M.Com, MBA, MCA…) | Subject | Intake Sought |
|  |  |
|  |  |

|  |
| --- |
| 1. **Renewal of Programmes**
 |
| **Sl No** | **Existing Programmes****(UG and/or PG)** | **Sanctioned Intake** | **Enhanced Intake Sought** | **Reduced Intake** | **Course/s Sought for withdrawal** | **No. of Students on-roll** |
| **2019-20** | **2018-19** | **2017-18** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
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|  |
| --- |
| 1. **Additional Programmes Sought**
 |
|  | UG Programme/s (BA, B.Sc, B.Com, BBA/BBM, BCA, BSW…) | Combination  | Intake Sought |
|  |  |
|  |  |
|  | PG Programme/s(MA, M.Sc, M.Com, MBA, MCA..) | Subject | Intake Sought |
|  |  |
|  |  |
|  | Infrastructure and Financial Resources available for Additional Programmes. Give details |  |  |
|  | Number of faculty available for the Additional Programmes |  |  |
|  | Additional Laboratory Requirement |  |  |
|  | Additional Library Books Procured | Available / To be Procured |  |
|  | Justification for the additional Programmes, in terms of need, demand, Job opportunity, relevance etc.. |  |  |

|  |
| --- |
| 1. **Fresh Permanent Affiliation**
 |
| **Sl No** | **Existing Programmes****(UG & PG)** | **Year of Sanction (Temporary Affiliation)** | **Sanctiond Intake****(No.)** | **Remark** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |
| --- |
| **E. Renewal of Permanent Affiliation** |
| **Sl No** | **Existing Programmes****(UG and/or PG)** | **Year of Sanction PA** | **Sanctiond Intake** | **Enhancement / Reduction in Intake Sought** | **No. Student on-roll** |
| **2019-20** | **2018-19** | **2017-18** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

 **F.**Details of Affiliation fee paid (Program-wise): Attach Details

1. Student Admissions (UG and or PG) (Not Applicable to fresh Affiliation): As per **Annexure 2**
2. Teachers and Non Teaching Staff Information

Faculty details: As per **Annexure-3**

Non-Teaching Staff details: As per **Annexure-4**

(Profile of every teacher shall be Provided)

|  |  |  |
| --- | --- | --- |
| 6.1 | Teacher-Student Ratio, overall for the college(Total Number of Teachers in the Acquittance register: Total Number of Students)UGC Requirments for-UG Programmes1. Social Sciences 1:30
2. Sciences 1:25
3. B.Ed As per NCTE norms
4. Media & Mass Communication 1:15

PG Programmes1. Science Programmes 1:10
2. Humanities/ Social Sector 1:15
3. Commerce & Management 1:15
4. Media & Mass Communication 1:10
 |  |
| 6.2 | Teaching: Non Teaching Staff ratio (as per Annexure 3 & 4)(Total Number of Teachers: Total Number of Non Teaching Staff, In the Acquittance register)1:1.1 Non Teaching (Ministrial)1:0.40 Non- Teaching (Technical)1:1.30 for Affiliating University (Ministerial)  |  |
| 6.3 |  Number of Evaluators : Total Number of Faculty with Teaching Experience of 3 Years or More | >90% of Faculty>75% < 90%>50% <75%<50% |
| 6.4 | Faculty with UGC NET/SLET qualified or M.phil/P.hD Degrees | 100%>75% to <100%>50 to <75%<50% |
| 6.5 | Percentage of Faculty with Ph.Degrees | >50%>25% to <50%<25% |
| 6.6 | Number of Sponsored projects sanctioned during the previous academic year  |  |
| 6.7 | Percentage of Faculty Attending workshop/seminars, at least one during the previous academic year  | >75%>50 to 74%>25 to 50%<25% |

**7. Processes:**

|  |  |  |
| --- | --- | --- |
| 7.1 | Student attendance (pertaining to previous semester) | >90% students with 75% attendance75% to 90% student with 75% attendance>75% Student with 75% attendance  |
| 7.2 | Student Admission register | Maintained/Not Maintained |
| 7.3 | Staff Attendance Register | Maintained/Not Maintained |
| 7.4 | Acquittance /Salary Register  |  |
| 7.5 | Service register for Teaching and Non-Teaching  | 100% MaintainedNot<50% Not Maintained<50% Maintained |
| 7.6 | Issue register for students and staff at library | Maintained/Not Maintained |
| 7.7 | SC/ST/Other Scholarship Register  |  |
| 7.8 | Student Marks Ledger |  |
| 7.9 | Stock Register |  |
| 7.10 | Class Attendance register  |  |
| 7.11 | Number of learning activities outside the classroom viz., industrial visit, field visit, research labs/station, etc. during the previous academic year  |  |
| 7.12 | Number of extra-curricular activities within the campus viz., employability training, add-on courses, etc., during the previous academic year  |  |
| 7.13 | Number of experts/educationists visited the campus for interaction with students during the previous academic year |  |
| 7.14 | Number of Companies that visited the campus for recruitment of students during previous academic year  |  |
| 7.15 | Number of cultural Events conducted in the college during previous academic year |  |
| 7.16 | Number of sports Events conducted in the college during previous academic year. |  |
| 7.17 | Number of Fests/Exhibitions conducted in the college during previous academic year  |  |
| 7.18 | NCC Units: Programmes Conducted  |  |
| 7.19 | NSS Units: programmes conducted  |  |
| 7.20 | Number of reward schemes to encourage faculty/students |  |
| 7.21 | Number of FDPs/Workshop/Seminars/others alike conducted by the college faculty during previous academic year |  |
| 7.22 | Number of faculty belonging to SC/ST /OBC categories: Total no. of faculty (Annexure-3) |  |
| 7.23 | Number of Non-Teaching staff belonging to SC/ST/OBC categories: Total no.of Non-teaching staff (Annexure-4) |  |
| 7.24 | Number of students belonging to SC/ST/OBC categories: Total no. of Students on-roll (as per Annexure-2) |  |
| 7.25 | D.C.F Format in AISHE portal | Uploaded/Not Uploaded |
| 7.26 | Extension/Out-reach programs  | Conducted/Not Conducted  |
| 7.27 | Alumni Association  |  |
| 7.28 | Functioning of IQAC | Good/Satisfactory  |

**8. Student support Systems**

|  |  |  |
| --- | --- | --- |
| 8.1 | Bridge Courses | Conducted/Not Conducted |
| 8.2 | Remedial Coaching | Provided/Not provided  |
| 8.3 | Soft Skill Training | Provided/Not provided |
| 8.4 | Language Lab Facility | Available/Not Available  |
| 8.5 | Student Mentoring | Provided/Not provided |
| 8.6 | Career Guidance and placement cell  | Available/Not Available  |
| 8.7 | Equal Opportunity cell  | Available/Not Available  |
| 8.8 | Student Counseling cell (with Trained Student Counselor). If available give details  | Available/Not Available  |
| 8.9 | Student Grievance Redressal cell | Available/Not Available |
| 8.10 | Anti-ragging cell | Available/Not Available |
| 8.11 | Sexual Harassment Redressal cell  | Available/Not Available |
| 8.12 | Human Rights protection cell | Available/Not Available |
| 8.13 | Number of Scholarships/Free-studentships Instituted by the college. Furnish details  |  |
| 8.14 | Student Welfare officer | Available/Not Available |
| 8.15 | Facilities for Differently Abled (Ramp/Special Toilets etc..) Give Details  | Available/Not Available |
| 8.16 | College Hand-book (printed or eBook) | Published/ Not Published |
| 8.17 | College Magazine (Printed or eBook) | Published/ Not Published |
| 8.18 | Yoga and Meditation | Conducted/Not Conducted |

**9. Student Performance:**

|  |  |  |
| --- | --- | --- |
| 9.1 | Total pass Percentage: As per Annexure 5 |  |
| 9.2 | Number of Students Securing University Ranks during previous academic year |  |
| 9.3 | Percentage of Students with I Class during the previous academic year in all programs (stream-wise) | >7550 to 74 25 to 49>25 |
| 9.4 | Career Guidance and placement (Based on final year student strength) | >20%>10%<5% |
| 9.5 | Prizes Won in Co-curricular activities during the previous year | International-National-State-Inter-University-Intra-University |
| 9.6 | Prizes won in sports Activities during the previous year | International-National-State-Inter-University-Intra-University |

**10. Financial Information**

|  |  |  |
| --- | --- | --- |
| 10.1 | Bank account number maintained in the name of the college |  |
| 10.2 | Details of Bank Balance/Deposits earmarked in the name of the college / Trust / Society for different purposes |  |
| 10.3 | Affiliation fees and other charges that have been remitted to the university fund |  |
| 10.4 | Total Financial resources proposed to be utilized for land/ building/ equipment/ furniture and library for the next academic year |  |
| 10.5 | Income and Expenditure for the last three Financial Years: ***As per Annexure 6***Also furnish budget estimate for next three financial years |  |
| 10.6 | Audited accounts of the college up to date (enclose last three years audited reports: ***As per Annexure 7*)** |  |
| 10.7 | Scale of pay for the teaching and non-teaching staff |  |
| 10.8 | Mode of paymet of salary | (Cheque/Cash/Online) |
| 10.9 | Benefits like leave, PF, Pension etc., extended to the staff |  |
| 10.10 | Details of immovable property in the name of the college/Trust / Society |  |
| 10.11 | Details of movable property in the name of the college/Trust/Society |  |
| 10.12 | Details of Security deposits (if any) |  |

PRINCIPAL SECRETARY

Place:

Date:

College Code:

Annexures to the format for Affiliation:

Annexure 1:Lecture Rooms and Laboratories

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sl.No | Number or Name of the Lecture Room | Dimensions, in sq.ft | Seating capacity | ICT Facility, (like Video projector ,Smart Board, Audio System etc..) | Backrest for Desks | Room Lighting | Room Ventilation |
| 1 |  |  |  | Available/ Not Available  | 100%, >50% <50% | Adequate/NotAdequate | Adequate/NotAdequate |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sl.No | Number or Name of the Lab | Subject | Dimensions, in Sq.ft | Lab Equipment as per Curriculum | Room Lighting | Room Ventilation | Dustbin/Waste Disposal |
| 1 |  |  |  | Adequate/Not Adequate | Adequate/NotAdequate | Adequate/NotAdequate | Available/ Not Available/ Not Available |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |

**College Code:**

**Annexure 2:Student Admissions, (a) UG Admission Details**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Stream and program** | **Sanctioned Intake** | **Students Enrolled** | **SC** | **ST** | **OBC BOYS** | **OBC Girls** |
| **Boys** | **Girls** | **Boys** | **Girls** | **Cat-1** | **Cat-2a** | **Cat-2b** | **Cat-3a** | **Cat-3b** | **Cat-1** | **Cat-2a** | **Cat-2b** | **Cat-3a** |
| Arts Stream |  |  |  |  |  |  |  |  |
| I BA |  |  |  |  |  |  |  |  |
| II BA |  |  |  |  |  |  |  |  |
| III BA |  |  |  |  |  |  |  |  |
|  |
| Commerce |  |  |  |  |  |  |  |  |
| I B.Com |  |  |  |  |  |  |  |  |
| II B.Com |  |  |  |  |  |  |  |  |
| III B.Com |  |  |  |  |  |  |  |  |
|  |
| Science |  |  |  |  |  |  |  |  |
| I B.Sc |  |  |  |  |  |  |  |  |
| II B.Sc |  |  |  |  |  |  |  |  |
| III B.Sc |  |  |  |  |  |  |  |  |
|  |
| Education |  |  |  |  |  |  |  |  |
| B.Ed |  |  |  |  |  |  |  |  |
|  |
| Management |  |  |  |  |  |  |  |  |
| I BBM |  |  |  |  |  |  |  |  |
| II BBM |  |  |  |  |  |  |  |  |
| III BBM |  |  |  |  |  |  |  |  |
|  |
| Computer |  |  |  |  |  |  |  |  |
| I BCA |  |  |  |  |  |  |  |  |
| II BCA |  |  |  |  |  |  |  |  |
| III BCA |  |  |  |  |  |  |  |  |
| Total Student |  |  |  |  |  |  |  |  |

**College Code:**

**(b) PG Admission Details**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Stream and program** | **Sanctioned Intake** | **Students Enrolled** | **SC** | **ST** | **OBC BOYS** | **OBC Girls** |
| **Boys** | **Girls** | **Boys** | **Girls** | **Cat-1** | **Cat-2a** | **Cat-2b** | **Cat-3a** | **Cat-3b** | **Cat-1** | **Cat-2a** | **Cat-2b** | **Cat-3a** |
| Arts Stream |  |  |  |  |  |  |  |  |
| MA I Year |  |  |  |  |  |  |  |  |
|  II Year  |  |  |  |  |  |  |  |  |
|  |
| Commerce |  |  |  |  |  |  |  |  |
| M.SC I Year |  |  |  |  |  |  |  |  |
|  II Year  |  |  |  |  |  |  |  |  |
|  |
| Science |  |  |  |  |  |  |  |  |
| M.Com I Year |  |  |  |  |  |  |  |  |
|  II Year  |  |  |  |  |  |  |  |  |
|  |
| Education |  |  |  |  |  |  |  |  |
|  M.Ed |  |  |  |  |  |  |  |  |
|  |
| Management |  |  |  |  |  |  |  |  |
| MBA I Year |  |  |  |  |  |  |  |  |
|  II Year  |  |  |  |  |  |  |  |  |
|  |
| Computer |  |  |  |  |  |  |  |  |
| MCA I Year |  |  |  |  |  |  |  |  |
|  II Year  |  |  |  |  |  |  |  |  |
|  III Year |  |  |  |  |  |  |  |  |
| Total Student |  |  |  |  |  |  |  |  |

 College Code:

Annexure 3-Faculty details (Including Librarian & Physical Education Instructor)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Si.No | Name of the Faculty | Designation | Subject | Status of Employment | Age and Date of Birth | Gender | Category (GM/SC/ST OBC:Cat-1 2A,2B,3A,3B | Education Qualification (UG and above, And NET/SLET | Professional Award/s | Sponsored project/s | Paper/s published (previous year) | No. of FDPs attended (previous Year) | No. of Workshop/Seminars/Others attended (previous year) | University exam evaluator | Involvement in Extension services | Adoption of innovative teaching practices | Photo with signature |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Annexure 4-Non-Teaching Staff details

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sl.No | Name of the Faculty | Designation | Age and Date of Birth | Gender | Category ((GM/SC/STOBC:Cat-12A,2B,3A,3B) | Educational qualification/s |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

College Code:

Annexure 5-Student performance

|  |  |  |  |
| --- | --- | --- | --- |
| Sl.No | Course | Number appeared for the exam during previous year (odd semester) | No.of students passed |
| 1st yr | 2nd yr | 3rd yr | Total | 1st yr | 2nd yr | 3rd yr | Total |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

Annexure 6: Income and Expenditure for the last three financial Years:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Tuition and Lab Fee from Students | Library fee Collected | Sports Fee Collected | All Others/Miscellaneous fee | Grants from UGC and other agencies | Salary for Teaching Staff | Salary for Non-teaching Staff |
| **Financial Year 2017-18** |
| Total Income (in Rs.lakhs) |  |  |  |  |  |  |  |
| Budgeted/Projected |  |  |  |  |  |  |  |
| Total receipt/Expenditure |  |  |  |  |  |  |  |
| **Financial Year 2018-19** |
| Total Income (in Rs.lakhs) |  |  |  |  |  |  |  |
| Budgeted/Projected |  |  |  |  |  |  |  |
| Total receipt/Expenditure |  |  |  |  |  |  |  |
| **Financial Year 2019-20** |
| Total Income (in Rs.lakhs) |  |  |  |  |  |  |  |
| Budgeted/Projected |  |  |  |  |  |  |  |
| Total receipt/Expenditure |  |  |  |  |  |  |  |

College Code:

Annexure 7: Audited report for the Three Financial Years