

The Annual Quality Assurance Report (AQAR) of the IQAC

Part -A

AQAR for the year

2013 - 2014

1. Details of the Institution

1.1 Name of the Institution

SARDAR PATEL COLLEGE

1.2 Address line 1

14, Padmaraonagar

Address Line 2

Secunderabad - 500025

City/Town

Hyderabad

State

Andhra Pradesh

Pin Code

500025

Institution e-mail address

Sardarpatel_college@yahoo.com

Contact Nos.

040 - 27506484

Name of the Head of the Institution:

Dr.S. Sailaja Radha Krishna

Tel. No with STD Code:

040 – 27501339

Mobile:

9866540382

Name of the IQAC Co-ordinator:

Dr.M.S.N Reddy

Mobile:

9885106051

IQAC e-mail address:

Spcnaac2015@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

Track ID of NAAC: TSCOGN14169

OR

1.4 NACC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

www.sardarpatelcollege.ac.in.

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

SL. No	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1.	1 st cycle	B	2.80	2011	2016
2.	2 st Cycle				
3.	3 st Cycle				
4.	4 st Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

16-06-2008

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR__2010-2011 submitted to _NAAC 10-07-2015_ (DD/MM/YYYY)
- ii. AQAR__2011-2012 submitted to _NAAC 10-07-2015_ (DD/MM/YYYY)
- iii. AQAR__2012-2013 submitted to _NAAC 10-07-2015_ (DD/MM/YYYY)
- iv. AQAR__2013-2014 submitted to _NAAC 10-07-2015_ (DD/MM/YYYY)

1.9 Institutional Status

University

State

Central

Deemed

Private

Affiliated College

Yes

No

Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Regulatory Agency approved Institution	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant –in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.10 Type of faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input checked="" type="checkbox"/>		
Others (Specify)	<input type="text" value="NIL"/>								

1.11 Name of the Affiliating University (for the Colleges)

1.12 Special status conferred by Central/ State government—UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme	NIL	DST-FIST	NIL
UGC-Innovative PG Programmes	NIL	Any other (Specify)	NIL
UGC-COP Programmes	NIL		

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/Workshop/Symposia organized by the IQAC

Total Nos. International National State Institutional Level

(ii) Themes

- Mathematics day, Language relationship, Goal setting, Human values.

- 22-12-2014 – Mathematics day, 180 students.
- Telugu & Sanskrit importance & relationship between Telugu & Sanskrit (200 students).
- “Goal –setting” - English Dept workshop.
- 19-12-2013 – Human values foundation course.

2.14 Significant Activities and contribution made by IQAC.

- Promotional activities to popularize our courses, (conducted meetings with staff).
- Interactions with teaching and non-teaching staff and management regarding quality assurance measures.
- Planning of yearly activities and preparation of academic and administrative calendar.
- Organized inter collegiate literary and cultural tournaments.
- Encouragement for sports activities and improvement in infrastructural facilities.

2.15 Plan of Action by IQAC/Outcome (2013 – 2014)

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<ul style="list-style-type: none"> • Strengthening of students literary and academic skills to enhance employability opportunities. 	<ul style="list-style-type: none"> • College is noted for its academic strength due to which there is a large fresh intake of students admission for all courses every year and the institution serves as an established center for interactive, modern methods of Teaching and Learning as well as shaping the thoughts and personalities of the youth who repose their faith in the, curricular, and Co-curricular activities conducted here. The college Management sponsored as usual this year two 9 Gold Medals for academic excellence. The toppers of BA, B.Sc and B.Com at UG level and M.Com, M.Sc & M.B.A at PG levels had an opportunity to receive the Gold Medals. The Cultural and Literary committees conducted Inter Class competitions for the UG & PG students and our students participated in Good number in

	<p>activities like Rangoli, Mehendhi, Spot Painting, Vegetable carving, Flower Arrangement, Nail art, Fashion show, Skit, dance, Singing, Short films, and Documentary films. New competitions like Hair styles, Thali preparation, Post-a-pick were introduced.</p> <ul style="list-style-type: none"> • Our students participated in World Tourism Quiz, Essay and Creative writing, Elocution, PPT, Calligraphy, and Poster presentation, which enabled them to gain participative spirit through exposure and interaction and enhanced comprehension skills.
<ul style="list-style-type: none"> • The strengthening of academic and administrative activities through technology support. 	<ul style="list-style-type: none"> • Under the 12th plan the college is a recipient of Rs. 40 Lakhs for the improvement of teaching aids, libraries, equipment and repair of building and also purchase of new assets. • The management has strengthen the academic and administrative activities by purchasing a Rinoita Photocopier that takes out 42 copies in a minute which facilitated the online questions papers for conducting Annual Examinations. • The process of Computerization of library and administration which has been initiated in the beginning of the academic year has been accomplished maximum.
<ul style="list-style-type: none"> • Strengthening of sports and games 	<ul style="list-style-type: none"> • A number of our sportsmen have represented state, Universities and other recognized tournaments & brought laurels to our college. We have conducted competitions in Caroms, Chess, and Tennikoit & Table tennis for Boy's and Girl's of UG & PG. To encourage talent at college level and develop the sense of sportsmen spirit. • In the college Inter State Cricket tournament our student scored a double century and selected among India U-19 World probables. He was also selected to represent Hyderabad state team in the U -19 for Inter state tournament. In the Inter collegiate games and sports competitions conducted by Commissioner of Collegiate Education, Hyderabad, our College Badminton team our boy's won the championship and where qualified for the state level tournament and achieved Silver Medal. • The college won the Inter College Cricket

	<p>tournament for Eenadu trophy this year too at city level and also at the state level. In this tournament 1573 teams have participated and our college emerged as the winner and retained the Championship.</p>
<p>Faculty Development Programmes</p>	<ul style="list-style-type: none"> • Inter disciplinary programme was conducted by the department of Sanskrit and Telugu on 17th December attended by 200 students in which Dr.G. Srinivas Murthy Assistant Professor of Telugu , Telangana University, Nizamabad delivered an informative lecture on “Importance and Relationship between Sanskrit and Telugu languages”. • The department of Indian Heritage and Culture invited Professor Pradeep Ramacharla from IIIT, the founder of course “Human values and professional ethics”, which is introduced as a common core syllabus at first year U.G level. He briefed the course content and motivated the students to focus on self exploration as means of self-development. • Departments of English, Political Science, Public Administration, Economics, Commerce, Mathematics, Botany, Environmental studies, zoology, Chemistry and PG Departments conducted extension lectures in their concerned subjects for the benefit of students and staff. • Ch. Bikshapathi of Political Science department conducted an Extension lecture on “Indian Constitution – Smaller States” and Prof.D. Ravinder delivered a speech on Philosophical foundations of Indian Constitution, economic, political and social aspects.

*Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provided the details of the action taken

• Action taken and accomplished.

Part – B

Criterion – I

I. Curricular Aspects

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	3			
UG	B.A – 2 B.Com – 4 B.Sc - 4			
PG Diploma				
Advanced Diploma				
Others				
Total				
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Crore/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	PG - M.B.A, M.Com, M.Sc
Trimester	
Annual	Degree course , Supplementary and yearly exams conducted by the O.U.

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Most of feedback : Online Manual Co-operating schools(for PEI)

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects .

1.5 Any new Department Centre introduced during the year. If yes, give details.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of Permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
	Lecturer	Senior Lecturer	Readers and Selection/Grade	
21	9	6	6	6

- 2 Faculty members working on deputation.

2.2 No. of permanent faculty with Ph.D

6

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1				1					

- Unaided teaching staff 53

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended (2013-2014)	7	42	33
Presented papers	3	12	7
Resource person			

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Participation of staff in orientation programme of human values and professional ethics.
- Celebration of Mathematics day & appreciation of students achieving 100% marks.
- Preparation of charts models and PowerPoint presentations by the Mathematics students.
- Field trip to Ananthagiri hills by Botany Department.
- Visit to CSIR lab (NGRI).
- Inter disciplinary programmes.
- Workshop with students and visits made to other colleges (students learning through intra college programme participation).

2.7 Total No. of actual teaching days
During this academic year 153

2.8 Examination/Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, double Valuation, Photocopy, **(Online Multiple Choice Questions)**)

Department of English

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop -

2.10 Average percentage of attendance of students 75%

2.11 Course/Programme wise
Distribution of pass percentage:

**UG –Aided Course/Programme wise distribution of pass percentage
2013 - 2014**

S.No	Title of the Programme	Total no. of students appeared	Division				
			Distinction %	I%	II%	III %	Pass %
1.	BA E/M	20	0	4	9	0	65%
2.	BA T/M	11	0	1	6	0	64%
3.	B.Com Gen. E/M	139	0	24	20	0	32%
4.	B.Com Gen.T/M	77	0	21	9	0	39%
5.	B.Sc (MPC)	38	0	5	0	0	13%
6.	B.Sc (BZC) E/M	23	0	7	3	0	43%
7.	B.Sc (BZC) T/M	26	0	4	2	0	23%
UG UN Aided Course/Programme wise distribution of pass percentage :							
1.	B.Com (Comp)	95	0	41	13	0	57%
2.	B.Com (Comp. Appl)	36	0	10	4	0	39%
3.	B.Sc (MPCs)	49	0	7	0	0	14%

**PG Un-Aided Course/Programme wise distribution of pass percentage :
2013-2014**

			Distinction %	I Division	II Division	III Division	Pass %
1.	M.Com	31	3	11	13	0	77.4%
2.	M.Sc.(Org.Chem)	26	3	11	4	0	54%
3.	M.B.A	35	1	20	11	0	88.5%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- Following the guidelines of Osmania University and implementing procedures meant to enhance academic performance

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	8
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

- Mr. Chandraiah
- D.S. Jyothi
- M.V.S. Subhalaxmi
- Ch. Bikshapathy
- A. Tirupathi
- R. Harinarayana Rao
- B. Shantikala
- Y. Uma

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	17	-	-	-
Technical Staff	3	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in sensitizing/Promoting Research Climate in the institution

- | |
|--|
| <ul style="list-style-type: none"> • Adequate infrastructural facilities to promote research work. • Faculty given permission and treated as on duty, while working for research data. |
|--|

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number			2	
Outlay in Rs. Lakhs		✓	RS. 5.25,000.00	

Research Projects

S.No	Department	Name of the Investigator & Co investigator	Nature of the project	Title of the project	Amount sanctioned	Date of commencement	Funding Agency	Status of the project
1.	Public Administration	A. Chandraiah	Minor	Role of Bureaucracy in rural development programs, with reference to wage employment programs.	RS. 1,35,000.00	7/03/2014.	U.G.C SERO	Ongoing
2.	Chemistry	A. Anuradha	Minor	Synthesis and characterization of biologically active transition metal complexes	Rs. 3,90,000.00	7/03/2014.	U.G.C SERO	ongoing

				of Schiff bases derived from 2 hydrazine denzimidazoles.				
--	--	--	--	--	--	--	--	--

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other Organizations

Nature of the Project	Duration year	Name of the funding Agency	Total grant sanctioned	Received
Major Projects				
Minor Projects	2013-2014	UGC	Rs. 7,00,000.00	Rs. 5,25,000.00
Interdisciplinary Projects				
Industry sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Department receiving funds from

UGC-SAP CAS DST-FIST

3.9 For colleges Autonomy CPE DBT Star Scheme

3.10 Revenue generated through consultancy

3.11 No. of conferences

Organized by the Institution

Level	International	National	State	University	College
Number					2
Sponsoring agencies					Funded by the Management

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

- Informal linkages.

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

- Grants released for minor research projects.

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialized	Applied	-
	Granted	-

3.17 No. of research awards/recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution
Who are Ph. D. Guides
And students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled +existing ones)

JRF SRF Project Fellows Any other

3.21 No of students Participated in NSS events:

University level	<input type="text" value="12"/>	State level	<input type="text" value="03"/>
National level	<input type="text" value="06"/>	International level	<input type="text"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="120"/>	State level	<input type="text" value="80"/>
National level	<input type="text" value="40"/>	International level	<input type="text" value="02"/>

3.23 No. of Awards won in NSS:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum		College forum	
NCC	5	NSS	1
		Any other	1

- NCC Aids awareness rally 85 cadet's, Anti –corruption rally, 107 cadets, Vikasa Tharangani 60 cadets, polio pulse 78 cadets, National voters day 75 cadets.
- NSS International youth day 50 NSS volunteers.
- World's Aid day conducted by AP sacs 50 volunteers.

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Criterion –IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5707 sq.mts	-	-	5707 sq.mts
Class rooms	40			40
Laboratories	8			8
Seminar Halls	2+1 Auditorium			2+1 Auditorium
No. of important equipments purchased ≥ 1-0 lakh) during the current year.		UPS Batteries	Management	UPS Batteries Bio-Metric Lab Equipment
Value of the equipment purchased during the year (Rs. In Lakhs)		Rs. 6,20,000/-		Rs. 6,20,000/-
Others	--	--	--	--

4.2 Computerization of administration and library

- Automated computerization of the library.
- NEW GEN LIB software system is followed.
- Internet services are provided.
- The type of internet connection DSLC.
- Internet connection speed is 512 KB.

4.3 Library services:

	Existing (2012-13)		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5370	RS. 6,56,865.30	104	RS. 31,550.20	5474	RS. 688415.50
Reference Books	410	RS. 1,23,383.60	88	RS. 26,969.85	498	RS. 150353.45
e-Books	-	-	-	-	-	-
Journals	24	RS. 76,294.00	0	-	24	RS. 76,294.00
e-Journals	-	-	-	-	-	-
Digital Database	05	-	0	-	05	-
CD & Video	35	-	10	-	45	-
Periodicals :- others news papers	03	RS. 13,424.00	-	-	03	RS. 13,424.00
Specify magazines	0	0	0	RS. 4932.00	0	RS. 932.00
Total	5847	RS. 869966.9	202	RS. 63452.05	6049	RS. 933418.95
PG Text Books						
M.Sc			25	RS. 6,542.00	25	RS. 6,542.00
MBA			60	RS. 18,830.20	60	RS. 18,830.20
M.Com			19	RS. 6178.00	19	RS. 6178.00
Total			104	RS. 31550.20	104	RS. 31550.20
Reference books						
M.Sc			17	RS. 6896.05	17	RS. 6896.05
MBA			62	RS. 16,820.80	62	RS. 16,820.80
M.Com			9	RS. 3253.00	9	RS. 3253.00
Total			88	RS. 26969.85	88	RS. 26969.85

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	Others
Existing	205	4	2	1 lab	Screen zoom	15	12	-
Added	-	-	-	-	-	-	-	-
Total	205	4	2	1 lab	Screen zoom	15	12	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-governance etc.)

- Students participated in computer digital technology for charts, displayed in cultural and literary competitions conducted by the college.
- Three students won the best PowerPoint presentations (PPT) and displayed to the students (UG & PG).

4.6 Amount spent on maintenance in lakhs :

I) ICT	Rs. 26,700.00
II) Campus Infrastructure and facilities	Rs. 34,73,122.00
iii) Equipments	Rs. 86,881.00
iv) Others	Rs. 1,24,50,041.00
Total :	Rs. 16,03,6744.00

Criterion – V

5. Students Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Fee collection.
- ST / SC / BC scholarship.
- Career guidance and counseling.
- Associating students in Inter college participation.
- Celebration of independence day, Teachers day, Sardarpatel birthday on 30th Oct, National education day on 11th Nov, to mark the birthday of Maulana Abdul Kalam Azad & Jan 26 – Republic day.
- Enabling students to participate in inter college literary & cultural competitions.
- An induction day for the fresher's, where in all the coordinators & conveners of different committees briefed the students about curricular, extracurricular activities.

5.2 Efforts made by the institution for tracking the progression

- Following the guidelines of higher education, University norms along with institutional assessment like annual reports, read out on college day and Gold medals, Prizes and Mementos and certificates given to achievers and Prize winners.
- The progress of the students is reviewed at regular intervals throughout the year –through assignments, projects and unit tests.
- Student welfare committees like cultural, literary, admissions, and special fees, Grievances Redressel, Women welfare, Sports, Disciplinary, etc submit their periodical reports which are read out on the annual day college function.
- Parent's feedback is taken whenever necessary for individual students.

5.3 (a) Total Number of students

UG	PG	Ph.D	Others
1502	212		

(b) No. of international students

(b) No. of international students

(c) No. of international students

Men

No	%

Women

No	%

	Last Year (UG) (2012-2013)								This year (UG) (2013-2014)								Physi- cally Chall- enge- d	
	General OC		SC		ST		OBC		Physi- cally Chall- enge- d	General OC		SC		ST		OBC		
	B	G	B	G	B	G	B	G		B	G	B	G	B	G	B		G
	146	33	256	62	45	14	739	124		142	33	267	77	41	13	683	127	
	Muslim									Muslim								
	B	G								B	G							
	69	8								101	8							
	Sikh									Sikh								
	B	G								B	G							
	0	0								2	0							
	Christian									Christian								
	B	G								B	G							
	1	0								8	0							
Totals	B	G	B	G	B	G	B	G										
	216	41	256	62	45	14	739	124		253	41	267	77	41	13	683	127	

	Last year (PG) (2012-2013)									This year (PG) (2013-2014)								
	General OC		SC		ST		OBC		Physically Challenged	General OC		SC		ST		OBC		Physically Challenged
	B	G	B	G	B	G	B	G		B	G	B	G	B	G	B	G	
	19	21	26	10	11	3	72	33		18	17	24	8	5	3	78	42	
	Muslim									Muslim								
	B	G								B	G							
	11	2								8	7							
	Sikh									Sikh								
	B	G								B	G							
	1	1								0	0							
	Christian									Christian								
	B	G								B	G							
	0	0								1	1							
Totals	B	G	B	G	B	G	B	G		B	G	B	G	B	G	B	G	
	31	24	26	10	11	3	72	33		27	25	24	8	5	3	78	42	

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Coaching for competitive exams is conducted by individual departments for the identified and interested students in leisure hours.
- Seminars on personality development, soft skills development.

No. of students beneficiaries

50

- Constables of the state police recruitments, DST teachers, Army, Jawan recruitments process through NCC & Sports quota.

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC others

5.6 Details of student counseling and career guidance

- JKC and placement committee conducting written test, Group discussions, and preparing for interviews.
- Women welfare committee and magazine committee also involved in encouraging & creating awareness about carrier guidance.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Young masters forum	50	19	

5.8 Details of gender sensitization programmes

- Celebrations of Women’s Day on March 8th.
- Interactive sessions conducted for girls by the Women welfare committee thrice on subjects such as adjustability in Co-education, Confidence building, Self – esteem, Personality development, Nutrition etc.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals/awards won by students in Sports, Games and other events

Sports : State/University level National level International level

Cultural : State/University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	1142	Rs. 2233000
Financial support from other sources		
Number of students who received International National/ National recognitions		

5.11 Student organized/initiatives

Fairs : State/University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

- Students have conducted programmes on blood donation, eradication of Aids on behalf of Red Cross society on 26th on 2014 in parade grounds.

5.13 Major grievances of students (if any redressed: _____)

- Direct transport facility VIA station to college.
- College bus facility for Field trips and placement selections centers.
- Dining hall facility for lunch.
- Ladies waiting room.
- Audio facility in the class rooms.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Our Vision:

- ❖ In pursuit of excellence in education among the youth.
- ❖ In making the student a complete citizen of the Nation.
- ❖ To inculcate a scientific temper.
- ❖ To instill a passion for learning

Our Mission:

- ❖ The empowerment of the Socially, Economically and Educationally marginalized sections of the society in Telangana Region and in particular, Rural Telangana.
- ❖ To sensitize students towards gender equality.

6.2 Does the Institution has a management Information System

YES

Management information system is used for the following-

- Online process of scholarships.
- Telephone connection to all the departments.
- Online generation of exam forms and papers submission of marks & revaluation to the university.
- Video recording.
- Audio-video facility in the Seminar hall.
- Bulk SMS system used by individual office staff for information regarding academics and scholarships.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Following the norms of Osmania University affiliation.
- The college follows the syllabus prescribed by the board of studies in the respective subjects at the university level for every five years. Faculty members work in the capacity as members of board of studies and syllabus revision committees appointed by the Osmania University. Teachers communicate their suggestions for modification of syllabus to the chair person/Member, Board of studies, O.U.

6.3.2 Teaching and Learning

- Conducting quiz, literary competitions.
- Conducting Skits.
- Activities aimed at holistic education focusing on all-round development of students.
- Organizing Extension lectures on revised portions of syllabus.
- Use of ICT technique for effective teaching – use of ICT tools OHP, DLP Laptops, Video films etc in teaching by some departments.
- Encouraging students towards PPT presentation on varied subjects
- Regular use of participative learning methods like peer group connectivity, group discussion, debates along with exercises and industrial visits, where ever applicable.

6.3.3 Examination and Evaluation

- According to O.U. norms, assist students in counseling for revaluation, result analysis as a in-house activity, feedback mechanisms taken from students for further improvement of exam preparation and appearing.
- Academic coordinator coordinates with departments, university section and support staff for smooth execution of supplementary and annual exams.
- For grievances of university examination the committee facilitates the redressal through application for revaluation.
- Class tests, Quiz, group discussions assignments on various topics are given to students, as part of exam preparation.
- Prefinal exams are conducted as in-house activity in the month of February, for better performance in the final exams. Question papers are also set on lines of university model.

6.3.4 Research and Development

- Research committee is constituted with experienced teaching faculty, guiding, and encouraging the staff for attending refresher courses , orientation programmes , writing articles , publishing books , and registering for P.hd and taking up research projects.
- Use of library, laboratories and internet facilities for research work.
- Flexibility in time table, for teaching staff involved in research work.
- Motivating teachers to take minor research projects under UGC.
- Encouraging faculty to organize, attend and present papers at state/national/international conferences and seminars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Adequate amenities' are provided in the library.
- The fresher's are given orientation on effective use of library resources.
- Well equipped library facility with reading room, adequate book collection, journals – Audio –Video and reading materials.
- All departments are provided with computers and centralized services are provided like internet, lab top, printers, USB, LCD projectors, digital and video cameras.
- There are adequate software and computer facilities to meet the needs of a growing institution.
- Well equipped sports room with Gymnasium.

6.3.6 Human Resource Management

- Engagement of qualified work force with effective technology interface.
- Practice of best, recruitment and retention policies.
- Entrusting responsibilities as per the capabilities of employees for accomplishing various college activities.
- Formal and informal meetings are also conducted regularly for the major/minor decisions on the various issues for the welfare of the institution.
- College has various committees for the quality improvement of admissions and other welfare activities.

6.3.7 Faculty and Staff recruitment

- Advertisements
- Selection committee.

6.3.8 Industry Interaction / Collaboration

- Organizing study tours for students and faculty to industries.
- Encouraging guest lecturers from industries.
- Inviting industries for campus interviews & placements.
- All the departments have association with their respective fields and officials' are invited for various activities organized by the college.

6.3.9 Admission of Students

- Following the norms of the Osmania University as an aided and affiliated college.
- Promotional activities are organized.
- The Admission committee guides the applicants in the admission process, choosing courses best suitable to their interests and potential.

6.4 Welfare schemes

Teaching	Co-operative credit society, staff associations, E.S.I. – Health card
Non teaching	Co-operative credit society, staff associations, E.S.I. – Health card
students	<ul style="list-style-type: none"> • Sports, Recreation, activities, Scholarships, financial help to needy students by management. • NSS, NCC, Social Activities.

6.5 Total corpus fund generated

Rs. 4,41,608.00

6.6 Whether annual financial audit had been done

Yes

No

6.7 Whether Academic and Administrative Audit (AAA) had been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	✓		✓	Satyanarayana and company
Administrative	✓	Government		Satyanarayana and company

6.8 Does the university/Autonomous College declare results within 30 days?

For UG Programmes Yes

No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- **Affiliated to Osmania University, therefore no reforms can be made by our college.**

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

- **No extra efforts made.**

6.11 Activities and support from the Alumni Association

- **Alumuni association interacts with the students and guides them on placements and other career opportunities.**
- **Former, senior students play an important role in promotional activities & admission process.**

6.12 Activities and support from the Parent – Teacher Association

- Need based counseling sessions are conducted specially from the point of redressal of grievances.
- Formal PTA non functional but parents of defaulters are called regularly for meeting with the teachers.
- Also parents approach the teachers directly to discuss the issues of their wards if any and to work out solutions.

6.13 Development programmes for support staff

- Incentives, motivation, faculty development programmes.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Shramadhan programme on the eve of Independence Day in the college premises under clean and green programme.
- Students made Ganesh Idols with clay with the help of Green revolution Organization.
- Swatch Bharath programme and “Seva Bharathi” conducted by staff and students on the basis of clean and green environment.
- The college has natural water spring which is used as regular drinking water and also for maintaining the Garden.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Short films and documentary films directed by the students on social problems prevailing in the society , with a good plot , characters acting , dialogue delivery, sound , editing, and direction within the campus involving the college students contributed to the display of the creative skills as well as the team spirit.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the Year

- Action plan accomplished.

7.3 Give two practices of the institution (*please see the format in the NAAC Self-study Mamals*)

- Enhancement of Literary skills.
- Short films - Documentary films – Film festival.

***Provide the details in annexure (annexure need to be numbered as I, ii, iii**

7.4 Contribution to environmental awareness / protection

- “Bio-diversity of insectivorous Plants” extension lecture by Dr. Rajashanmukh Rao, retired Associate Professor.
- Conducted a rally to create awareness among the people in and around the college on usage of Green Ganesh Idols on account of Vinayaka chavathi festival and donated clay idols to the organizers of the festival.
- Circulation of student made short film on “Environmental Issues” which one a cash prize
- Students won prizes on the environmental issues, based competitions such as Collage and Best out of Waste.
- Post a Pic (Photography competition conducted within the campus environment on themes of nature.

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- **S** – Well equipped laboratories and infrastructural facilities.
- **W** – Poor and uneducated parents, unable to monitor their children’s studies and other developmental activities.
- **O** – Providing language labs, e-class rooms, Science labs, and other high profile facilities like ICT enabled teaching.
- **T** - To make the students overcome language gaps and technical deficiencies as they are time consuming.

8. Plans of institution for next year

Plans of institution for next year 2014-2015

- Preparation for NAAC reaccreditation
- Strengthening of IQAC
- Campus placement drives
- UG PG interaction.

Name___ Dr. Asha Chadha _____

Name___ Dr. S. Sailaja Radhakrishna _____

Asha Chadha

S. Sailaja

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure - I



OSMANIA UNIVERSITY
HYDERABAD - 500 007

No. 685 /Stat./Acad/2013.

Dated: 08-05-2013

To
All the Principals of Under Graduate Colleges
Under the Jurisdiction of Osmania University.

Sub:- Admission, Academic & Admission on transfer Schedule of B.A./B.Sc./
B.Com. (Gen.), B.Com. (Comp.), B.Com. (Voc.), B.Com. (Hons.)/
BSW/BBA for the academic year 2013-2014 - Approval communicated -
Reg.

Sir/Madam,

I am to communicate the approval of the University for the following annexure of B.A./B.Sc./B.Com.(Gen.), B.Com.(Comp.), B.Com.(Voc.), B.Com. (Hons.)/BSW/BBA along with the Admission, Academic & Admission on transfer Schedule for the academic year 2013-2014:

Admission Schedule:

1.	Commencement of Sale of Application forms for Admission into 1 year	13-05-2013
2.	Last date for registration of application forms for admission including those sent by post.	07-06-2013
3.	Announcement of First List	18-06-2013
4.	Last date of payment of fee for First list of candidates	20-06-2013
5.	Announcement of Second List	25-06-2013
6.	Last date of payment of fee for Second & Final list of candidates	01-07-2013
7.	Last date for applying for extra seats by the college	15-07-2013
8.	Last date for filling up of vacancies, if any	28-08-2013
9.	Last date for submission of list of candidates admitted (one hard copy to be submitted to the Director, Directorate of Academic Audit, O.U).	11-09-2013
10.	Last date for submission of list of admitted candidates with penalty @ Rs.500/- per day	20-09-2013

Academic Schedule:

1.	Commencement of II & III year classes	10-06-2013
2.	Commencement of I year classes	01-07-2013
3.	Mid term vacation and Supplementary Examinations	07-10-2013 to 03-11-2013
4.	Commencement of classes after mid term vacation	04-11-2013
5.	Last date of instruction for II & III year	07-02-2014
6.	Last date of instruction for I year	22-02-2014
7.	Commencement of II & III year Practical Examinations	11-02-2014
8.	Commencement of I year Practical Examinations	24-02-2014
9.	Commencement of Theory Examinations	10-03-2014
10.	Summer Vacation	14-04-2014 to 01-06-2014
11.	Reopening of Colleges after Summer Vacation	02-06-2014

PTO

Annexure – II Academic Calender
2013-2014 Events and Programmes

28-06-2013	ATC i – NCC
18-07-2013	ATC ii - NCC
27-07-2013	Induction programme for UG First year students of BA, B.Com & BSc.
28-07-2013	ATC iii - NCC
02-08-2013	Voluntary Blood donation organized by DHE participated by NSS programme officers.
07-08-2013	ATC IV - NCC
12-08-2013	International Youth day participated by NSS students.
13-08-2013 & 14-08-2013	Clean & Green programme “Shramadaan” conducted by NSS students in the college campus
15-08-2013	Independence day Celebration
25-08-2013	ATC V AP Police Academy NCC
31-08-2013	Training programme for final year students in entrepreneurial skills
05-09-2013	Teachers Day Celebration
25-09-2013	SATC i - NCC
03-10-2013	Youth festival
05-10-2013 to 02-11-2013	Annual Supplementary exams
30-10-2013	Sardar Vallabhai Patel Birthday celebrations
11-11-2013	National Education Day celebration
16-11-2013	ATC vii NCC
30-11-2013	Lecture on “Eyes on ISON Comet” by Dr. Chenna Reddy, Professor Astronomy Department, Osmania University.
01-12-2013	NSS Rally on “World’s Aid Day”
09-12-2013	Guest lecture by Dr. Ram Prasad, Assistant Director, A.P SACS Govt of A.P on Aids prevention.
10-12-2013 11-12-2013 12-12-2013 13-12-2013	Inter college literary competitions for UG & PG in five languages (English, Hindi, Urdu, Telugu, Sanskrit) Essay writing, Creative writing. Poetry recitation, News reading. Elocution, Group discussion. PPT & Debate.
10-12-2013	Lecture on Good Governance by Dr. A. Surender, Reader O.U.
10-12-2013	Lecture on “Mutations and its Applications” by Dr. Veena Reddy.
12-12-2013	Lecture on Indian Five Year Plans – A Critical Analysis by Dr.K. Srinivas.
13-12-2013	Lecture on Indian Constitution – “Small States” by Prof.D. Ravinder, Osmania University.
17-12-2013	Lecture on “Hepatitis B” by Dr. Shobha Paul, Professor of Microbiology Department, MNR Medical College, SangaReddy.
17-12-2013	Seminar on importance and Relationship between Sanskrit and Telugu languages
19-12-2013	Seminar on “Human Values and Professional Ethics” by Professor Pradeep Kumar Ram Charla.
22-12-2013	Lecture on “Electro Magnetism” by Dr. ShahNawaz Begum, Kakatiya University.
23-12-2013	Innovative Dress competition.
23-12-2013	Science students Lab visit to “National Geo Physical Research Institute” on

	Open Day.
27-12-2013	Short film and Documentary film festival.
28-12-2013	Singing & Dance competitions.
28-12-2013	Dance competition
29-12-2013	Job Mela – Genpact for MBA , M.Com & MSc students.
29-12-2013	ATC Viii - NCC
30-12-2013	Lecture in Taxation by Dr. Krishna Rao
31-12-2013	Retirement party of Mr. Dayanand
01-01-2014	New year celebration
02-01-2014	Retired staff get together
04-01-2014	Lecture on “Spectroscopy” by Dr. Anantha Lakshmi, Osmania University
08-01-2014	Lecture on “Biodiversity of insectivorous plants” by Dr. R. Shanmukha Rao.
18-01-2014	ATC ix - NCC
18-01-2014	Student Field trip to Ananthagiri Hills, Vikarabad by Department of Botany
23-01-2014	Essay writing and Elocution competitions conducted on behalf of GHMC.
24-01-2014	Lecture on Business Law by Dr.KVR. Murthy, O.U.
26-01-2014	Republic Celebration
29-01-2014	Students Participation in Swamy Vivekananda Jayanti celebrations
01-02-2014 & 03-02-2014 & 04-02-2014 &	Internal exams – Indian Heritage & Culture Environmental studies, Science and Civilization Computer skills I & II Value education
12-02-2014	Lecture on “Origin and Development of Algebra” by Dr. K. Sharada, O.U.
14-02-2014	Pre-final Examinations.

Annexure - III
Best Practice – I
Enhancement of Literary skills

- 1) Literary skills enhancement programme.
- 2) Students are expected to excel in all round activities. Generally students may be very good at studies but due to non initiation they may not take part in literary competitions in the college. We are trying our level best to motivate our students to participate in literary activities of the college and mainly concentrating on practicing creative writing skills / and developing narration ability skills.
- 3) Every weekend one hour “Thinking and writing programme”.
The literary committee is taking care of to improve the communication skills by conducting the Inter college activities like Elocution, Newspaper, Reading, Poetry recitation, Debate Group Discussion, Jam Sessions etc and to improve the writing skills through Essay writing, letter writing, creative writing, Story writing etc.
All the competitions are conducted based on current issues.

BEST PRACTICE - II
SHORT FILMS - DOCUMENTARY FILMS – FILM FESTIVAL – 2013 – 2014

Title of the practice

1. Encouraging students to shoot short films and make documentary films.
2. The context that required the initiation of the practice social problems prevailing in the society and creating awareness in the younger generation and helping the society in the future.

3. Objectives of the practice

To encourage creative skills, promote organizational abilities and to bring out the innate talents in the students.

4. The Practice

Study and create stories with good plot, characterization, Refining acting skills, Dialogue delivery, editing and directing skills.

5. Obstacles faced if any and strategies adopted overcome

Non availability of advanced video cameras, software for editing the films.

Strategies adopted to overcome

- Availability of film cameraman and to shoot.
- Making use of film editors for editing.
- Permission to shoot within the campus and off campus.

6. Impact of the practice

Created competitive spirit among students, motivated team spirit, improved acting skills, dialogue delivery, and increased confidence in the students.