

**ANDHRA MAHILA SABHA  
ARTS & SCIENCE COLLEGE FOR WOMEN**

Autonomous - NAAC Re-Accredited  
O.U.Campus, Hyderabad – 500 007.



**ANNUAL QUALITY ASSURANCE REPORT (AQAR)**

**BY**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**2015-2016**

# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

## Part – A

**AQAR for the year**

2015-16

### I. Details of the Institution

1.1 Name of the Institution

Andhra Mahila Sabha Arts and  
Science College for Women (Andhra  
Mahila Sabha)

1.2 Address Line 1

Durgabai Deshmukh Campus

Address Line 2

O.U Campus

City/Town

Hyderabad

State

Telangana

Pin Code

500007

Institution e-mail address

ascwams@yahoo.co.in

Contact Nos.

040-27098811

Name of the Head of the Institution:

Principal – Dr.G.N.Bhagya Rekha

Tel. No. with STD Code:

040-27070471

Mobile:

09440053882

Name of the IQAC Co-ordinator:

Dr.K.Karuna Devi

Mobile:

09441307252

IQAC e-mail address:

amsascwiqac@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

APOSO18

**OR**

1.4 NAAC Executive Committee No. & Date:

EC/63/RAR/15 dated 25-03-2013

(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.amsascw.org.in

Web-link of the AQAR:

http:www.amsascw.org.in/IQAC.html

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 <sup>st</sup> Cycle	B+	-	2005	5
2	2 <sup>nd</sup> Cycle	B	2.93	2013	5
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

06-09-2005

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)

AQAR 2014-15 submitted on 30/07/2015 (DD/MM/YYYY)4

AQAR 2013-14 submitted on 30/06/2014 (DD/MM/YYYY)

AQAR 2012-13 submitted on 30/06/2013 (DD/MM/YYYY)

AQAR 2011-12 submitted on 30/06/2012 (DD/MM/YYYY)

1.9 Institutional Status

University

State  Central  Deemed  Private

Affiliated College

Yes  No

Constituent College

Yes  No

Autonomous college of UGC

Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution

Co-education

Men  Women

✓

Urban

Rural  Tribal

Financial Status

Grant-in-aid

UGC 2(f)

UGC 12B

Grant-in-aid + Self Financing

Totally Self-financing

1.10 Type of Faculty/Programme

Arts

Science

Commerce

Law

PEI (Phys Edu)

TEI (Edu)

Engineering

Health Science

Management

Others (Specify)

Social Science

1.11 Name of the Affiliating University (*for the Colleges*)

Osmania University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

UGC/ Osmania University

University with Potential for Excellence

-

UGC-CPE

-

DST Star Scheme

-

UGC-CE

-

UGC-Special Assistance Programme

-

DST-FIST

-

UGC-Innovative PG programmes

-

Any other (*Specify*)

-

UGC-COP Programmes

-

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

4

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

3

2.4 No. of Management representatives

2

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and  
community representatives

2

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

2

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/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- IQAC quarterly Newsletter "Praveenya"
- Guest lecture to Teaching Faculty on "Examination Reforms".
- Guest lecture to Office Administration staff on

2.15 Plan of Action by IQAC/Outcome

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
1. To Conduct Guest lectures to Teaching and Non- teaching 2. Completion of Minor projects 3. Ph.D. completed	Conducted(1+1)  Completed -5 Completed 1

\* 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

Provide the details of the action taken

AQAR is to be ratified by the Management, Administrative Committee and Governing body.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

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	-	3	-
UG	6	-	-	2
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	1	-	-
Others	13	-	-	-
<b>Total</b>	22	1	3	2
Interdisciplinary	19			
Innovative	-	Certified Voluntary Work	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	9
Trimester	-
Annual	-

1.3 Feedback from stakeholders\* (On all aspects) Alumni  Parents  Employers  Students

Mode 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.

Yes, Revised UGC Syllabus under CBCS

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

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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
13	8	5	-	32

2.2 No. of permanent faculty with Ph.D.

13

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
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

- - 32

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		37	
Presented papers	1		
Resource Persons			1



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

LCD, Group discussion, PPT presentation, Recorded Lectures of the faculty

179

2.7 Total No. of actual teaching days during this academic year

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

- Question Paper auditing
- Consolidated grade marks sheet

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

14

2

-

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	30	8	13	-	-	87
B.com(Gen)	58	7	24	16	-	93
B.com(Comp)	46	9	24	5	-	98
Bsc (BZC)	29	7	9	5	-	90
Bsc(Bio-Tech)	26	13	7	-	-	88
Bsc(MSCS)	52	25	14	1	-	88

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Semester – I						
M.Com	22	2	11	2	-	68
MSc(Chemistry)	23	3	5	-	-	35
MSc(Maths)	23	5	2	-	-	30
Semester - III						
M.Com	28	16	10	2	-	100
MSc(Chemistry)	18	5	3	-	-	44
MSc(Maths)	21	14	2	-	-	81

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

- Feedback is collected from students to assess the faculty, teaching aids and teaching methods.
- Monitoring is done through reviewing teaching diary every month
- Feedback from parents (parents teacher meeting)

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	-
HRD programmes	4
Orientation programmes	1
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	4
Others	-

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	14	20	-	-
Technical Staff	-	-	-	-

## 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"> <li>• Encourage faculty to submit their minor projects 5 faculty members submitted.</li> <li>• Encourage faculty to publish articles in reputed journal – 5 papers are published</li> <li>• Encouraged to organise seminar – 1 National seminar organised</li> <li>• Students encouraged to present papers in seminars – 10 presented</li> </ul> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	-	-	-
Outlay in Rs. Lakhs	745300	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	1	-	4
Outlay in Rs. Lakhs	230000	240000	-	347000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	3	-
Non-Peer Review Journals	-	3	-
e-Journals	-	-	-
Conference proceedings	-	1	-

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 organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
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 Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds



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  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

- 10 days Local camp
- 10 days State camp
- 20 days National camp

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

- NSS Special Camp-2, Tree plantation, Swach Bharat Programme
- International Yoga day celebrated and started Certificate course
- NCC- 10 days local camp, 10 days State camp, 20 days National camp.

## 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	4.11 acres	-	-	-
Class rooms	26	-	-	-
Laboratories	12	-	-	-
Seminar Halls	1	-	-	-
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

#### 4.2 Computerization of administration and library

E-software is used in
<ul style="list-style-type: none"><li>• Administration</li><li>• Library</li><li>• Examination Branch</li></ul>

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	37,906	-	-	-	37,906	-
Reference Books	6,528	-	-	-	6,528	-
e-Books	Inflibnet	-	-	-	-	-
Journals	29	-	-	-	29	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	76+4v+9 AV	-	-	-	89	-
Others (specify)	Internet, Xerox	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	165	125	11	4	1	9	14	-
Added	-	-	-	-	-	-	-	-
Total	165	125	11	4	1	9	14	-

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

<ul style="list-style-type: none"> <li>• Math Cad Software</li> <li>• English Software</li> <li>• DCAP (Office Administration)</li> </ul>
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#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	8,50,250
ii) Campus Infrastructure and facilities	4,100,80
iii) Equipments	8,68,564
iv) Others	-
<b>Total:</b>	<b>21,28,894</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Corporate Requirement Classes arranged by Placement Cell.
- Counselling for Students (legal, Health, Psychology).
- Earn while you learn (livelihood skills).
- Certificate course in yoga.

#### 5.2 Efforts made by the institution for tracking the progression

- Remedial coaching to the average students
- Mentoring by seniors to juniors
- Attendance of students is monitored
- Progress chart of the students (semester to semester)

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
368	85	-	-

#### (b) No. of students outside the state

03

#### (c) No. of international students

Nil

Men	No	%
	-	-

Women

No	%
	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
60	66	17	175	-	318	72	83	22	189	02	368

Demand ratio 100%

Dropout % 5%

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

Printed material and books are supplied by college through Competitive Coaching Cell.

No. of students beneficiaries

40



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 counselling and career guidance

Students are provided with Legal, psychological, Medical and Career Counselling.

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
3	100	40	5/4

5.8 Details of gender sensitization programmes

Legal awareness programme, World population Day on Morality, participate in Group discussion.

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	80	3,55,520
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / 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

5.13 Major grievances of students (if any) redressed:

- Drinking water-Aqua guard installed
- New bore well installed for hostel students
- Wash rooms are renovated
- Napkin crushers are installed in wash rooms.

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

To provide education which is enriching, challenging and innovation to the deprived sections of the society with special emphasis on adolescent girls to join the main stream not as beneficiaries or recipients in societal growth.

- Offer Under graduate and Post Graduate programs with concern for values and women’s development.
- Provide an environment Whig nurtures inherent learning skills.
- Respond to the Changing needs of the community.
- Ensure committed leadership and continuous professional enrichment of staff within a participatory management process. Developing the total personality.

#### 6.2 Does the Institution has a management Information System

1. Administrative Information System
2. Student Information System
3. Library Information System
4. Examination Branch Information System

All these units do convey the inputs to the management by monthly reports and as often as needed

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

##### 6.3.1 Curriculum Development

Contemporary topics are included to give latest knowledge to students

##### 6.3.2 Teaching and Learning

A part from regular teaching method, use of internet for project work and PowerPoint presentation is encouraged to present papers at seminars. Recording of teachers to help students.

### 6.3.3 Examination and Evaluation

- Internal Assessment semester and exam question papers auditing, early results.
- Strategies adopted by the institution in class room is
- Group discussion, quiz, project work.

### 6.3.4 Research and Development

- Encouraging staff to pursue Ph.D.
- To participate in paper presentation in International & National seminar
- To organise seminars
- To apply for minor & major projects

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Extending internet facility through library
- Xerox facility, Downloading books facility through E-journals

### 6.3.6 Human Resource Management

- Each and every member of faculty is selected for working in various committees and some as co-ordinator of various cells.
- Eg: Academic counselling, IQAC, G.B, Academic co-ordinator, statutory committee

### 6.3.7 Faculty and Staff recruitment

Recruitments through selection committee constituted as per University guidelines.

### 6.3.8 Industry Interaction / Collaboration

Institution is in correspondence with the industries to address the students and communicate their needs and assist in curricular development and encourage becoming important stake holder.

6.3.9 Admission of Students

Students are selected on merit criteria and reservation (SC, ST & BC)

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	Grace time to pay fee, hostel facility with minimum fee, counselling centre, health care centre.

6.5 Total corpus fund generated

Rs.15, 00,000

6.6 Whether annual financial audit has been done

Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	yes	UGC, CCE	Yes	Academic coordinator
Administrative	yes	Anand & company	Yes	IQAC

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

For UG Programmes Yes  No

For PG Programmes Yes  No

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

Consolidate marks sheet, Question paper Auditing

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

University participate in various statutory bodies and suggest new courses, modernizing administration

6.11 Activities and support from the Alumni Association

Financial support ,guest lecturers arranged to the students on various topics such as Human values, Human rights etc... and felicitating retired teachers on Teachers day, brings out newsletters "Andhra Mahila" once in three months.

6.12 Activities and support from the Parent – Teacher Association

Twice in a year parent's teacher meeting is arranged and feedback received in these meetings carefully reviewed and suitable action is taken and reported in the next meeting.

6.13

Guest lectures are arranged to update them with latest information relating to their work.

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

- Planting trees under Haritha Haram programme and taking care of them
- Digging water harvesting pits
- Plastic Free Zone in campus

## **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.

- Recorded Lectures CD's provided to students who could not attend the classes due to various reasons. Eg: Maternity leave
- Each lecturer conducts minimum 4 PPT per semester

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

- Conducted National Seminar
- Arranged Guest Lecture to teaching and non – teaching staff.
- Introduced new Add-on and IDE courses and certificate courses.
- Adopted the practice of classroom seminar as a part of internal assessment.
- Diploma course in Yoga (6 months) is started by Physical Education department.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Child Care centre for Student mothers
- Psychological Counselling to students

***\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- Plantation Programme
- Environmental awareness lectures (on pollution free)
- Telangana ku Haritha Haram

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-Strengths:**

1. Autonomous, visibility of the institution increased
2. CBCS
3. Committed staff
4. College under 2 (F) and 12 (B)

**W-Weakness:**

1. Student from low socio economic background who require more individual attention
2. More of contract based teachers
3. Little scope for expansion

**O-Opportunities:**

1. Collaboration with Industries
2. Under autonomy courses with new combinations can be introduce
3. Add-on courses in CBCS are existing

**T-Threats:**

1. Fees are fixed by the university / Govt.
2. In unaided courses we attract students from upper, middle class but in the aided sections we have student from low socio economic, who require more individual attention.

**8. Plans of institution for next year**

- Encourage faculty to publish research papers in reputed journals
- Increase community extension programmes through NSS units
- Conduct more students projects
- Organise more class room seminars
- To introduce new Certificate courses
- Encourage students to participate in National seminars.

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