

SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

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

**DURGABAI DESHMUKH CAMPUS, O.U CAMPUS, HYDERABAD
500007**

www.ascwams.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

February 2018

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

This college was founded by Padma Vibhushan Dr.(Smt) Durgabai Deshmukh as an evening college for women in the year 1966 for women and house-wives for higher education in Hyderabad. There were 15 students in PUC and 5 students in B.A. The then Deputy Prime Minister of India Shri Moraji Desai, inaugurated the college on 14th July 1968. It is gratifying to note that this is the first women's college in Osmania University region to introduce B.Com course. Today the college is full fledged college offering UG level and PG level with an enrollment of 1024 students.

Vision

We at Andhra Mahila Sabha Arts & Science College for Women, have tried to follow the best part of the system and procedures which are in vogue in contemporary educational institutions and other citadels of higher education to derive benefits out of faithful implementation of the same which will enable only elevating our quality but also serve as a trend setter for the educational sector as a whole.

Our Vision and Mission statements reflect our yearning to build better lives for women.

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

Mission

- Offer undergraduate and post graduate programs with concern for values and women's development.
- Provide an environment which 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 and critical thinking.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Proactive Management
- Located in the heart of a metropolitan city.
- Exclusive focus on upliftment of women.
- Ample opportunities for academic progression of faculty and student.
- Motivated faculty.
- As the institution is in university campus it creates academic atmosphere among the students.

Institutional Weakness

- Progression to higher education needs to be strengthened with new combinations.
- Automation in administration is required.
- E-Learning resources to be improved.

Institutional Opportunity

- Optimize ICT resources of the city
- Widen the spectrum in keeping with explosion of global knowledge.
- Specializing in gender studies and women empowerment.
- Build collaboration and linkages.
- Create motivation among students to go for higher education as it is situated in O.U Campus.

Institutional Challenge

- To support and foster first generation learners.
- Greater use of technology for teaching learning. (e-library, internet resources)
- Horizontal growth to include other domains of education.
- Vertical growth opportunity for students till doctoral programs.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college has been offering the conventional courses like B.A, B.Com and B.Sc. as per the university prescribed syllabus till 2006 - 07. In the year 2007-08, the college was conferred Autonomous Status which enabled the college to self framing of syllabus with limited freedom to deviate from the University Syllabus as per our aspirations. Our college is second in twin city of Hyderabad to go for Choice Based Credit System (CBCS). The Choice Based Credit System (CBCS) is introduced along with the restructured curriculum. The content in the new curriculum is designed with provision of practical training, field work, computer awareness, community orientation, ICT (Information & Communication Technology) skills exposure in order to improve the quality of the students.

Teaching-learning and Evaluation

The college has a website in which information is displayed. Apart from this we also advertise in regional

/national dailies about some new courses introduced. The admissions are made according to merit in the qualifying Exam with special consideration for Sports/NCC/NSS/Physically challenged etc, followed as per the reservation rules. The college also follows statutory reservation procedure for SC, ST and other Backward classes etc. From 2016-17 the admissions are being made online under State Council for Higher Education, Telangana State.

The College offers courses traditionally categorized as General. However in view of its Autonomous status some professional components are included in the curriculum in order to expose the students to experience outside the class room / Hands on experience through project work. The Osmania University foreign affairs department also sends students from foreign countries, to our college for admission.

Research, Innovations and Extension

The institution encourages faculty to participate in research and present papers at National and International Seminars. Six faculty members have been awarded State Award for Meritorious Teachers (popularly known as Best Teacher Award) by the State Government. The activities of the faculty are reported in the college magazine and newsletters such as 'Srujana' 'Praveenya, 'Andhra Mahila'.

Since it is a service oriented organization the revenue is not generated through consultancy exposure and experience but is earned by the faculty by taking various extension activities.

Participation of students and faculty in extension activities is an integral part of the College. With regard to promotion of research there has been a steady increase in M.Phil, Ph.D and similarly there is a spurt in completing Minor and Major research projects by the UGC during last few years.

Infrastructure and Learning Resources

The college has a campus of approximately 4.11 acres of land in the prime area in the city of Hyderabad. During the last 43 years, the Andhra Mahila Sabha Trust, which has started the college has developed well defined infrastructure facilities for the college such as Classrooms, Library, laboratories, hostel and other amenities like first aid room, counselling room, auditorium, Canteen, sports facilities, restrooms. The main building has space earmarked and is being used for administration like the office, principal's chamber, placement and career counselling cell, well designed committee hall with AC and mounted LCD Projector, special rooms for Chairperson and Secretary separately and the examination branch. Drinking water and power supply is well taken care of.

The college has a multi function Gym Students and staff utilise the facility free of cost, for members of other AMS units of nominal fee is charged. The college has table tennis, caroms, chess as indoor games and ground for kabadi, kho-kho, volley ball, throw ball and basket ball cement court for outdoor games.

Student Support and Progression

The college constantly watches progression of the students by various means. The class tests, internal assessments and other periodical examinations are conducted. Added to this the counsellors of each class watch the progress of the students and advise them on various aspects of student development. The college will also

monitor the progress of the students higher studies/ employment.

Ours is an autonomous institution and our students performance is above the average percentage of the Osmania University. College arranges campus interviews to train students through Corporate / Campus Recruitment Training course to face interviews. Competitive examination coaching is provided. The College provides training in self employment schemes.

Our institution has a website. The URL information available for admissions, courses, results, profile of the college & teachers web address etc. All required facilities are given to foreign students. Hostel facility is provided. A bridge course is conducted for the foreign student for all the subjects. Persian as a Second Language is introduced to facilitate students from Iran & Afghanistan. Mentoring and budding is encouraged by the faculty. Remedial classes for slow learners, competitive examinations coaching and career counselling are provided to students.

Governance, Leadership and Management

Our mission is in tune with the goals and objectives of Higher education to provide education, which is enriching, challenging and innovative to all women. we offer education with concern for values and women's development, respond to the changing needs of the community, plan the holistic education by ensuring committed leadership and continuous professional enrichment of staff within a participatory management process, developing the total personality and critical thinking skills of women.

The principal is the head of the academic and administrative setup of the college. The College has an academic coordinator to monitor academic wing. Other coordinators (Teaching staff) of various committees coordinate with the principal in discharging their duties.

The college being autonomous, has examination branch. The College has an administrative officer and accountant to coordinate office work.

The college has Governing body which is the decision making body for the overall management of the college.

Further there is an Administrative committee constituted by Andhra Mahila Sabha Head office, which looks after all administrative affairs.

Institutional Values and Best Practices

The institution has formed Internal Quality Assurance Cell. It meets regularly, and the staff members meet every month to chalk out programs and review the progress. It has started a quarterly News letter "Praveenya" highlighting with article on quality in education, important events of the college, and forthcoming events. This is one of the best practices of IQAC which the institution ensures the quality of its academic programs by different methods.

The College administration constantly motivates the non-teaching staff to work with commitment. College conducts orientation programmes to the teaching and non-teaching staff every year. To promote work culture among the staff, every year two best performer awards are given to staff one to teaching and one to non-teaching. Reports like Audit reports, Inspection committee report, Academic Audit cell report, and Observer's

reports are also useful to ensure quality of administration.

Website is updated from time to time with latest information and upcoming events are flashed regularly. Email ID's created for all the Departments. In addition the E-learning facility is aimed at quality assurance in learning as well as delivery of knowledge to each according to one's speed of learning.

The best practise taken up by the college are Gandhi Bhavan Meetings which is to inculcate Gandhian values of non-violence, truthfulness and self-help among the students and Certified Voluntary Work which is promoted to create awareness among students for community service and to inculcate a sense of social service.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ANDHRA MAHILA SABHA ARTS AND SCIENCE COLLEGE FOR WOMEN
Address	DURGABAI DESHMUKH CAMPUS, O.U Campus, Hyderabad
City	HYDERABAD
State	Telangana
Pin	500007
Website	www.ascwams.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	G .N.BHAGYA REKHA	040-27070471	9494098811	040-27073346	ascwams@yahoo.co.in
IQAC Coordinator	K KARUNA DEVI	040-27098811	9440053882	040-27053308	karuna.kamble_123@yahoo.com

Status of the Institution	
Institution Status	Private and Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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Date of Establishment, Prior to the Grant of 'Autonomy'	14-07-1968			
Date of grant of 'Autonomy' to the College by UGC	23-01-2007			
University to which the college is affiliated				
State	University name	Document		
Telangana	Osmania University	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC	17-10-1970	View Document		
12B of UGC	22-10-1970	View Document		
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	DURGABAI DESHMUKH CAMPUS, O.U Campus, Hyderabad	Urban	4.11	41663.51

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/ Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,B Com General	36	Intermediate	English	60	55
UG	BCom,B Com Computers	36	Intermediate	English	40	38
UG	BBA,Bba	36	Intermediate	English	50	40
UG	BSc,Bzc	36	Intermediate	English	40	37
UG	BSc,Bt Z C	36	Intermediate	English	40	32
UG	BSc,Mscs	36	Intermediate	English	80	70
UG	BA,B A Epp English Medium	36	Intermediate	English	30	24
UG	BA (Journalism),B A Mcj	36	Intermediate	English	30	18
PG	MCom,M Com	24	Degree	English	40	28
PG	MSc,M Sc Chemistry	24	Degree	English	30	25
PG	MSc,M Sc Maths With Computers	24	Degree	English	40	31

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				12				2			
Recruited	0	0	0	0	0	12	0	12	0	2	0	2
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				25			
Recruited	0	0	0	0	0	0	0	0	0	25	0	25
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				12
Recruited	6	6	0	12
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				26
Recruited	7	19	0	26
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	10	0	0	1	0	11
M.Phil.	0	0	0	0	1	0	0	0	0	1
PG	0	0	0	0	2	0	0	0	0	2

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	2	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	23	0	23

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	2	0	2

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		10	20	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Certificate	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
UG	Male	0	0	0	0	0
	Female	862	10	0	3	875
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	162	0	0	0	162
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	68	66	83	46
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	17	17	22	17
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	143	175	189	126
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	59	60	72	27
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	2	0	2	0
	Others	0	0	0	0
Total		289	318	368	216

2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
B A Epp English Medium	View Document
B A Mcj	View Document
Bba	View Document
B Com Computers	View Document
B Com General	View Document
Bt Z C	View Document
Bzc	View Document
M Com	View Document
M Sc Chemistry	View Document
M Sc Maths With Computers	View Document
Mscs	View Document

3. Extended Profile

3.1 Program

Number of programs offered year-wise for last five years

2016-17	2015-16	2014-15	2013-14	2012-13
10	09	9	8	8

Number of all programs offered by the institution during the last five years

Response : 10

How many self-financed Programs does the institution offer

Response : 6

Number of new programmes introduced during the last five years, if any

Response : 01

Number of UG programmes offered by the College, which are not covered under the Autonomous status of UGC

Response : 0

Number of PG programmes offered by the College, which are not covered under Autonomous status of UGC

Response : 0

Whether the College is offering professional programme

Response : No

3.2 Students

Number of students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1217	1281	1178	1054	919

Number of outgoing / final year students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
339	316	309	240	248

Total number of outgoing / final year students**Response : 1452****Number of students appeared in the examination conducted by the Institution, year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
339	316	309	240	248

Number of revaluation applications year-wise during the last 5 years

2016-17	2015-16	2014-15	2013-14	2012-13
4	06	1	02	11

3.3 Teachers**Number of courses in all programs year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
202	198	188	178	178

Number of courses offered by the institution across all programs during the last five years**Response : 202****Number of full time teachers year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
28	38	38	41	43

Number of full time teachers worked in the institution during the last 5 years

Response : 38

Number of teachers recognized as guides during the last five years

Response : 001

Number of sanctioned posts year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
35	35	35	35	35

Total number of publications during the last 5 years, which are included in online databases such as SCOPUS, web of science or PubMed/ Indian Citation Index

Response : 11

3.4 Institution

Number of eligible applications received for admissions to all the programs year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
493	899	739	646	670

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
151	224	196	180	181

Total number of classrooms and seminar halls

Response : 25

Total number of computers in the campus for academic purpose

Response : 126

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
35.9042	26.43	29.29894	35.60537	37.3033

Annual lighting power requirement (in KWH)

Response : 411

Annual power requirement of the institution (in KWH)

Response : 1040

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4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curriculum Design and Development

1.1.1 Curricula developed /adopted have relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all the program offered by the Institution

Response:

BA:

- The newly formed Telangana history, economics, politics, administration.
- National Contemporary Courses like, Economic Reforms, Agricultural Schemes to eradicate poverty, unemployment etc.
- International political theories, International economic policies, FDI, WTO, IME, World Bank etc which will help students to understand the global net working.
- The courses offered under BA are useful even to the foreign students.

B.Com :

The courses which are relevant to the present day are offered as this is in demand.

- Marketing, Business economic, Organizational Behavior, business Law, Online marketing, Accounting etc.
- These courses not only help students to understand the financial matters but also how to develop leadership qualities to become a successful entrepreneur.

B.Sc :

- The Science courses are the combination of Botany, Zoology, Chemistry, Biotechnology, Mathematics, Statistics and Computer Science.
- DNA finger printing, Molecular Biology techniques, Electrophoresis chain reactions, Immunological techniques- ELISA, Single Radio immune diffusion, Plant taxonomy, Bonsai.
- Cloud computing, DOT.Net, oracle, java, Networks, MathCAD etc.
- Green Chemistry, Molecular spectroscopy, Drugs.
- All this not only imparts scientific knowledge in students but also provides job opportunities in various sectors like research labs, companies, offices etc. This will also give them an opportunity to start their own companies under skill development.

M.Com:

M.Com is one of the most sought after career oriented professional programmes offered at the master's level. This program prepares one to start a business of his/her own in the capacity of an entrepreneur.

- Acquire strong subject matter expertise in finance, financial instruments and markets.

- To develop advanced theoretical knowledge and research capabilities in their preparation for academic and research focused careers.

M.Sc Chemistry (Organic):

M.Sc Chemistry encourages students find meaning in life of education through researches and development activities among students.

- Able to contribute to the generation of new scientific insights, innovations of new applications of chemical research.

M.Sc (Mathematics with Computers):

The Postgraduate degree programme M.Sc Mathematics with Computers is of interdisciplinary approach with current trend in scientific research which is multi-disciplinary and adaptive.

- Students will be able to work on a project in collaboration with well-established software development organizations and acquire demonstrable experience in the design, development and documentation of a software product of significant size and complexity.

File Description	Document
Any additional information	View Document

1.1.2 Percentage of programs where syllabus revision was carried out during the last five years

Response: 90

1.1.2.1 How many programs were revised out of total number of programs offered during the last five years

Response: 9

File Description	Document
Minutes of relevant Academic Council/BOS meeting	View Document
Details of program syllabus revision in last 5 years	View Document
Any additional information	View Document

1.1.3 Average percentage of courses having focus on Employability/ Entrepreneurship/ Skill development during the last five years

Response: 1.35

1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
04	04	02	02	01

File Description	Document
Program/ Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document
Average percentage of courses having focus on employability/ entrepreneurship	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 8.25

1.2.1.1 How many new courses are introduced within the last five years

Response: 16

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 90.91

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 10	
File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

As per the instruction of Commissionerate of Collegiate Education, a course on Human Values and Professional Ethics was introduced in the curriculum to inculcate the values among the students. According to the Telangana State Council of Higher Education (TSCHE) Environmental studies, and Gender sensitization are introduced as Ability Enhancement Compulsory Course (AECC) for all the first year students. All these courses will be a part of value education leading towards sensitizing the student on values of life, environmental awareness and gender sensitization programmes. To inculcate the core course universal values Truth and Righteousness etc, the institution has an inbuilt mechanism in the system. It believes imparting education with emphasis on core values apart from regular curriculum. The students are exposed to the values.

Human values and Professional Ethics:

Mission

The Department of Collegiate Education has introduced a Course in Ethical Values to Undergraduate students across the State. The Course in Ethical Values Education leading towards sensitizing the students on values of Life

Objectives

- 1.To lay strong foundation in value based living.
- 2.To create awareness in students towards realizing self and the effect of right understanding.
- 3.To inculcate in students, a sense of respect towards harnessing values of life and spirit of fulfilling social responsibilities, leading to a practical life adding to human relations.

Environment and Sustainability

Mission

Our mother earth is the most precious gift of the Universe. It is the sustenance of “ nature” that is a key to

the development of the future of mankind. It is the duty and responsibility of each one of us to protect nature. It is here that the understanding of the “Environment” comes into the picture. The main objective of Environmental Studies is to introduce students to various aspects of the environmental problems, viz. ,natural resource degradation, depletion of oil reserves, environmental pollution, the over-exploitation of forests, global warming; conservation of resources, environmental acts, impacts of human population, etc

Objectives

- Environmental System is designed to students for major program of study with courses addressing the relationships between environmental science and associated social and political issues.
- To impart a deeper understanding of environmental systems related to air, land, and water resources
- Provide a basis for sound professional decision making.

Gender Sensitization

Mission

Women’s access to the scientific education at all levels and to increase representation of women in nations, regions and international policy and decision-making bodies and forums, to discuss women’s issues.

Objectives

- Health of women and girls.
- Sanitation facilities for women
- Education and employment of women and girls.
- Access to political structures.
- Create awareness on domestic violence legal aid, paralegal advocacy and women related issues.

Programmes like 'Telangana ku Haritha haaram' (tree plantation programme), Clay Ganesh idols, Awareness on Domestic violence - Sexual harassment, legal counselling is carried out in college regularly.

File Description	Document
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	View Document
Any additional information	View Document

1.3.2 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 59

1.3.2.1 How many new value-added courses are added within the last 5 years

Response: 59

File Description	Document
List of value added courses	View Document
Brochure or any other document relating to value added courses	View Document

1.3.3 Average percentage of students enrolled in the courses under 1.3.2 above**Response: 88.3**

1.3.3.1 Number of students enrolled in value-added courses imparting transferable and life skills offered year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
945	1281	1178	838	775

File Description	Document
List of students enrolled	View Document

1.3.4 Percentage of students undertaking field projects / internships**Response: 6.82**

1.3.4.1 Number of students undertaking field projects or internships

Response: 83

File Description	Document
List of programs and number of students undertaking field projects / internships	View Document

1.4 Feedback System**1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni 5) Parents for design and review of syllabus Semester wise /year-wise****A. Any 4 of above**

B. Any 3 of above

C. Any 2 of above

D. Any 1 of above

Response: D. Any 1 of above

File Description	Document
Any additional information	View Document

1.4.2 Feedback processes of the institution may be classified as follows:

A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: D. Feedback collected

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.28

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
06	02	00	03	03

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.2 Demand Ratio(Average of last five years)

Response: 1.84

2.1.2.1 Number of seats available year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
302	445	393	359	361

File Description

Document

Demand Ratio (Average of Last five years)

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 96.09

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
151	195	195	175	175

File Description	Document
Average percentage of seats filled against seats reserved	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Admission:

- Induction program is organised for the fresher's of UG and PG and their parents on the first day of their entry.
- The vision, mission, goals and objectives rules and regulations of the college, code of conduct, available facilities, and courses offered and values are highlighted by the Principal, Secretary and the H.O.Ds.
- The meetings are held subject wise by the department for the fresher's and their parents. Detailed information on the nature of the programme, teaching, learning and evaluation process and other practices of the department is provided by the H.O.D or a senior teacher of the department and the doubts are clarified by H.O.D and their suggestions and recommendations are recorded for consideration.

For Advanced learners:

1. They are encouraged to attend seminars and workshops conducted by other institutes and encouraged to present papers.
2. Students are encouraged for Add-on & IDE courses to get more credits.
3. They are encouraged to acquire more information about the subject level from different sources.
4. Lecturers will be made available for fast learners to supply with upgraded knowledge in their subject which is helpful to go for higher education.
5. Provided with advance coaching and special training to prepare for competitive exams.
6. Encouraged to have group discussions and to have deep interest of subject.
7. Encouraged to take up projects and internships by reputed MNCs and research centres.

Slow Learners:

The following are the strategies adopted to bridge the knowledge gap:

- Orientation program: orientation program is given for the students immediately upon joining the institution.
- **Bridge courses:** In the year 2013-14, 2014-15 many non-commerce students joined B.Com so a bridge course of a week was offered to know the basics of the subject.
- Remedial coaching: during the progress of each semester choosen students are given remedial classes.
- Motivational talks: eminent personalities are invited to motivate the student by sharing their success stories.
- Academic career consultancy: to orient student for higher studies career progress.

Apart from this students are involved in field trips to acquire practical knowledge.

For Example: Field trip to Pochampally by the departments of Social Sciences.

The field trip to Pochampally was to study the socio-economic conditions of handloom weavers. The trip has exposed the students of how the weaving takes places, how many days are taken to weave a saree, how the middle men get benefit from the weavers. A questionnaire for 100 families was collected. The outcome of the survey was to improve the socio-economic conditions of the weavers the government has to give more incentives to them and directly collect the material with good prices instead of the middle men. With the formation of new state the government is promoting this under skill development and lot of encouragement is given to them.

A project work is a part of curriculum. This visit provided the students and opportunity to prepare a questionnaire interact with the weavers and know their problems. Overall this was an informative and knowledge gaining successful trip.

2.2.2 Student - Full time teacher ratio

Response: 75.07

File Description	Document
Institutional data in prescribed format	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.25

2.2.3.1 Number of differently abled students on rolls

Response: 3

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document

2.3 Teaching- Learning Process

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

Response:

Learning is made more students centric by various methods of participatory learning by which the students become more active participants than remaining passive listeners in the teaching learning process. The participatory activities contribute to self management

The following systems helps in student centered learning

- **Seminars and class presentations** are conducted where the students explores nuances of a topic and presents her learning before the whole class
- **Assignments help the students** to explore various learning sources like internet and libraries and to develop analytical and reasoning capabilities
- **Field and educational tours** Teachers identify and propose academically significant places for field trips
- **Industrial visits and institutional interaction** the student committee plan and organise the industrial visit with the support of the class representatives
- Faculty members conduct group discussion and debates on relevant topics

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 35.71

2.3.2.1 Number of teachers using ICT

Response: 10

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues**Response:** 32.03**2.3.3.1 Number of mentors**

Response: 38

File Description**Document**

Year wise list of number of students, full time teachers and mentor/mentee ratio

[View Document](#)**2.3.4 Preparation and adherence to Academic Calendar and Teaching plans by the institution****Response:**

- The students are provided with the prospects and provided to all the students at the beginning of the academic year. Academic calendar includes the dates of the reopening, orientation course, mid end semester examination, submission of question papers, submission of marks registers, commencement semester examinations, and important seminars of the college.
- Class test and internal examination are scheduled through circular to ensure the students preparedness.
- Submission of assignments and conduct of seminars has a good impact on the students overall performance.
- Through parent teaching meeting of face to face interaction with the parents is arranged and corrective action initiated where necessary regarding student performance.
- Academic audit committee visit each department for evaluating teaching learning progress twice in a semester each department present their annual academic report in the planning and the evaluation committee by the end of the academic year.

2.4 Teacher Profile and Quality**2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years****Response:** 45.71**File Description****Document**

Year wise full time teachers and sanctioned posts for 5 years

[View Document](#)

List of the faculty members authenticated by the Head of HEI

[View Document](#)**2.4.2 Average percentage of full time teachers with Ph.D. during the last five years**

Response: 28.2**2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
12	12	09	09	09

File Description**Document**

List of number of full time teachers with PhD and number of full time teachers for 5 years

[View Document](#)

2.4.3 Teaching experience per full time teacher in number of years**Response: 10.46****2.4.3.1 Total experience of full-time teachers**

Response: 293

File Description**Document**

List of Teachers including their PAN, designation,dept and experience details

[View Document](#)

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years**Response: 10.64****2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
02	00	01	00	01

File Description**Document**

Institutional data in prescribed format

[View Document](#)

e-copies of award letters (scanned or soft copy)

[View Document](#)

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the

last five years**Response: 6.86**

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
04	04	04	00	00

File Description**Document**

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)**2.5 Evaluation Process and Reforms****2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results during the last five years****Response: 38**

2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
40	47	70	13	20

File Description**Document**

List of programs and date of last semester and date of declaration of result

[View Document](#)**2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years****Response: 0.48**

2.5.2.1 Number of complaints/grievances about evaluation year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
04	01	01	01	11

File Description	Document
Number of complaints and total number of students appeared year wise	View Document

2.5.3 Average percentage of applications for revaluation leading to change in marks during the last five years

Response: 84

2.5.3.1 Number of applications for revaluation leading to change in marks year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
04	01	01	01	11

File Description	Document
Year wise number of applications, students and revaluation cases	View Document

2.5.4 Positive impact of reforms on the examination procedures and processes including IT integration and continuous internal assessment on the examination management system

Response:

The Examination branch plays a major role in autonomy.

- Examination procedures
- Processes integrating IT
- Continuous internal assessment system

College prescribes to conduct a minimum of two internals examinations for assessing the students internally the college usually conducts monthly internal examinations department wise and one centrally control model examination for all the students as part of continuous evaluations this helps in evaluating the students regularly written exam the college has introduced student seminar and presentation as part of exam reforms and contentious evaluation.

Method for examination & evaluation

- Jumbling of seating arrangements of students
- Coding of answer script

- Question bank for practical examinations
- Centralized evaluation
- Double valuation in all PG courses, difference of 16 marks or more, the script goes to third valuation and factors parity.
- Provision for revaluation in UG courses and recounting in PG courses.
- Computerization of all works in the conduct of examinations and results.
- To ensure uniformity in valuation, detailed scheme of evaluation to all examiners are provided

The semester memorandum of marks certificates have the following security features

- Hologram, Logo
- Water mark
- Publication of results on the website.
- Computerization to collect course-wise student information and issue of computerized Hall tickets, Memorandum of Marks, Provisional Certificates, Consolidated Memorandum of Marks and maintain Tabulation Registers.
- Local Area Network (LAN) is provided.

Evaluation:

- Continuous evaluation process and semester system of Examination for both UG and PG courses.
- From 2011-12, adopted grading system of evaluation.
- Remodelling of question papers to enhance the evaluation
- Standards, one of the internal papers is exclusively objective type.
- The Management committee members of the college participate in the proceedings of the convocation ceremony apart from the Controller of Examinations, Osmania University.

Choice Based Credit System is introduced from the academic year 2011 & evaluation methods

- Continuous Evaluation of 20%
 - Internal Assessment
 - Assignment
 - Project
 - Seminar
- End Semester Examination of 80%
 - Practical Examination
 - Theory Examination

2.5.5 Status of automation of Examination division along with approved Examination Manual

A. 100% automation of entire division & implementation of Examination Management System (EMS)

B. Only student registration, Hall ticket issue & Result Processing

C. Only student registration and result processing**D. Only result processing****Response:** B. Only student registration, Hall ticket issue & Result Processing

File Description	Document
Current manual of examination automation system and Annual reports of examination including the present status of automation	View Document
Current Manual of examination automation system	View Document
Annual reports of examination including the present status of automation	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

- Teaching plan is such a way as to bring out the desired outcome as stated in the syllabus.
- Expected learning outcomes of all the courses U.G, P.G are framed by the faculty members during the preparations of the syllabus for each course and clearly stated in the course content which is B.O.S and the academic
- The copies of the syllabus containing the objectives of the course are distributed to the students in the beginning of the academic year
- Students are motivated towards the learning outcomes throughout the course of the program by the course teacher.
- Special orientation programs on learning outcomes are conducted at the commencement of the academic year
- Mission vision quality policy and objectives of the college is printed in prospectus which is handed over the students at the beginning of the academic year.
- During the orientation program of each academic year the principal in her address mention about the expected learning outcome of the institution to students, parents and faculty members of the college.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution**Response:**

- The outcome is measured by the result in each and every course.
- The learning outcomes of the students are monitored by the course teachers through regular class test mid and end semester examination, practicals
- The realization of objectives of teaching and learning is measured through the feedback from the students, alumni and parents and self appraisal of the teachers themselves.
- The learning outcomes are ensured by the placement record winnings of merits scholarship by UG, PG students and the rate of the students going for higher studies.

2.6.3 Average pass percentage of Students**Response:** 93.47

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 315

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 337

File Description	Document
List of programs and number of students passed and appeared in the final year examination	View Document
Link for annual report	View Document

2.7 Student Satisfaction Survey**2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 2.9

File Description	Document
Database of all currently enrolled students	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

3.1.1 The institution has a well defined policy for promotion of research and the same is uploaded on the institutional website

Response: No

3.1.2 The institution provides seed money to its teachers for research (average per year)

Response: 0

3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description

Document

List of teachers receiving grant and details of grant received

[View Document](#)

3.1.3 Number of teachers awarded international fellowship for advanced studies/ research during the last five years

Response: 0

3.1.3.1 The number of teachers awarded international fellowship for advanced studies / research year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
000	000	000	000	000

File Description

Document

List of teachers and their international fellowship details

[View Document](#)

3.1.4 Institution has the following facilities

1. Central Instrumentation Centre

2. Animal House/Green House / Museum
3. Central Fabrication facility
4. Media laboratory/Business Lab/Studios
5. Research / Statistical Databases

A. Any four facilities exist

B. Three of the facilities exist

C. Two of the facilities exist

D. One of the facilities exist

Response: D. One of the facilities exist

File Description	Document
Link to videos and photographs geotagged	View Document

3.2 Resource Mobilization for Research

3.2.1 Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution during the last five years(INR in Lakhs)

Response: 3.73

3.2.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	1.8	1.925

File Description	Document
List of project and grant details	View Document

3.2.2 Number of research centres recognised by University and National/ International Bodies

Response: 0

3.2.2.1 Number of research centres recognised by University and National/ International Bodies

File Description	Document
Names of research centres	View Document

3.2.3 Percentage of teachers recognised as research guides

Response: 3.57

3.2.3.1 Number of teachers recognised as research guides

Response: 01

File Description	Document
Details of teachers recognized as research guide	View Document
Any additional information	View Document

3.2.4 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.66

3.2.4.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 05

File Description	Document
List of research projects and funding details	View Document
Any additional information	View Document
link to funding agency website	View Document

3.3 Innovation Ecosystem

3.3.1 Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge

Response:

Vision circle is a form of teachers started in the year 2008. Vision Circle is launched with the objective of creating a platform for the teachers to share knowledge they have acquired in their area of specialization. This is not only the best practice of our college but a unique activity. This knowledge sharing session brings to the limelight the research going on in various other areas. It is also a motivation to young teachers aspiring to further their academic career.

- Vision circle is a forum launched to march forward in the direction of quality enhancement.
- Research as a quality enhancement is a significant requirement for improving the quality of teaching in higher education.
- This forum creates a platform to faculty for dissemination of Knowledge
- It motivates the faculty to advance their research endeavor Minor major Research projects enable greater insight into the subject.
- This forum will enrich and elevate the quality of teaching learning process as a prelude to achieving greater heights in excellence.

3.3.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry - Academia Innovative practices during the last five years

Response: 3

3.3.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	00	00

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document
Any additional information	View Document

3.3.3 Number of awards for innovation won by institution/ teachers/ research scholars/students during the last five years

Response: 0

3.3.3.1 Total number of awards for innovation won by institution/teachers/research scholars/students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
List of innovation and award details	View Document

3.3.4 Number of start-ups incubated on campus during the last five years

Response: 0

3.3.4.1 Total number of start-ups incubated on campus year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
List of startups details like name of startup, nature, year of commencement etc	View Document

3.4 Research Publications and Awards

3.4.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document

3.4.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
List of Awardees and Award details	View Document
e- copies of the letters of awards	View Document

3.4.3 Number of Patents published/awarded during the last five years**Response:** 0

3.4.3.1 Total number of Patents published/awarded year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description**Document**

List of patents and year it was awarded

[View Document](#)**3.4.4 Number of Ph.D.s awarded per teacher during the last five years****Response:** 0

3.4.4.1 How many Ph.Ds are awarded within last 5 years

Response: 00

File Description**Document**

List of PhD scholars and their details like name of the guide , title of thesis, year of award etc

[View Document](#)

Any additional information

[View Document](#)**3.4.5 Number of research papers per teacher in the Journals notified on UGC website during the last five years****Response:** 0.29

3.4.5.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	03	03	03	01

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.4.6 Number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings per teacher during the last five years

Response: 0.72

3.4.6.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
04	01	12	04	06

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4.7 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Response: 0

3.4.7.1 Total number of citations received by publications in the last 5 years, which are included in online databases such as SCOPUS, web of science or PubMed/ Indian Citation Index

Response: 00

File Description	Document
BiblioMetrics of the publications during the last five years	View Document

3.4.8 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution

Response: 0

3.4.8.1 Number of citations received by individual research publications in the last 5 years

Response: 00	
3.4.8.2 Number of publications receiving proportionately maximum number of citation in the last five years	
Response: 01	
File Description	Document
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View Document

3.5 Consultancy

3.5.1 Institution has a policy on consultancy including revenue sharing between the institution and the individual	
Response: No	
File Description	Document
Any additional information	View Document
URL of the consultancy policy document	View Document

3.5.2 Revenue generated from consultancy during the last five years				
Response: 0				
3.5.2.1 Total amount generated from consultancy year-wise during the last five years (INR in Lakhs)				
2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00
File Description	Document			
List of consultants and revenue generated by them	View Document			

3.5.3 Revenue generated from corporate training by the institution during the last five years	
Response: 0	
3.5.3.1 Total amount generated from corporate training by the institution year-wise during the last five years (INR in Lakhs)	

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
List of teacher consultants and revenue generated by them	View Document

3.6 Extension Activities

3.6.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The colleges takes up various awareness programmes to sensitize the society on social issues.

- NSS students participated in the social awareness programme. A call given by the govt of TS under Swachh Bharat, to make Hyd Free from garbage has distributed 2 baskets to each house to separate wt & dry waste so that they can be recycled. Under this our 350 volunteers participated for 07 days door to door campaign to create awareness among public.
- Eco Club creates awareness about environment protection. The club takes up activities like preparing clay ganesh idols and distribute in the neighbouring residential areas to create awareness on water pollution.
- The college has certified voluntary work. The motto of the CVW is we serve we gain. It has collaboration with DDMS hospital for giving service to the needy.
- Summer water camp every year by NSS in front of the college gate.
- Harita Haaram-distribution of saplings to nearby people.
- Anti dowry day – Awareness Rally on 26th Nov every year.
- World Population day – Awareness Rally on 11th July every year.
- To provide self employment to neighbour women training was given in baking, soft toys in collaboration with Eenadu Telugu Newspaper & News channel.
- Life skills and Livelihood skills are provided to the women and students.

3.6.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 3

3.6.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	00	00

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document

3.6.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 10

3.6.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
02	03	02	01	02

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.6.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 23.88

3.6.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
470	140	500	117	150

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.7 Collaboration

3.7.1 Number of Collaborative activities for research, faculty exchange, student exchange per year

Response: 0.2

3.7.1.1 Total number of Collaborative activities for research, faculty exchange, student exchange year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	00	00	00	00

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document
Copies of collaboration	View Document
Any additional information	View Document

3.7.2 Number of linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the last five years

Response: 5

3.7.2.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	01	01

File Description	Document
e-copies of linkage related Document	View Document
Details of linkages with institutions/industries for internship	View Document
Any additional information	View Document

3.7.3 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 3

3.7.3.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2016-17	2015-16	2014-15	2013-14	2012-13
00	01	00	00	02

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	View Document
Any additional information	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc

Response:

The Institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of the college – ‘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 but as participants in societal growth’ through technologically advanced pedagogical tools.

The college has a campus of approximately 4.11 acres of land in the prime area in the city of Hyderabad. During the last 49 years, Andhra Mahila Sabha Trust, which has started the college, has developed well defined infrastructure facilities for the college such as Classrooms, Library, laboratories and other amenities like first aid room, counseling room, placement and career counseling cell, Auditorium, Canteen, sports facilities, Hostel and restrooms. The main building has space earmarked and is being used for administration like principal’s chamber, the examination branch, the office, well designed committee hall with AC and LCD Projector facility, special rooms for chairperson and secretary separately. Drinking water and power supply is well taken care of.

Academic activities:

- 1). Total no of Rooms: Thirty Rooms (30)
- 2). Sitting Capacity : Fifty – Hundred (50-100 per each classroom)
- 3). Ventilation : Rooms are well ventilated

Each class room is provided with comfortable and necessary infrastructure.

Four class rooms are developed as model class rooms. These classrooms and 08 laboratories have provision for LCD & OHP . These class rooms are specially used for extension lectures or guest lectures.

At the beginning of the academic year, need assessment for replacement /up gradation/addition of the existing infrastructure is carried out. Based on the suggestions from BOS members, Heads of the Departments, Lab technicians and System Administrator, after reviewing course requirements, computer-student ratio, budget constraints, working condition of the existing equipment and also students’ grievances the requirements are taken up. The Time Table committee plans ahead for all requirements regarding classrooms, laboratories, furniture and other equipments.

- Optimal deployment of infrastructure is ensured through conducting workshops, awareness programs, training programs for faculty on the use of new technology.
- Effective utilization of infrastructure is ensured through appointment of adequate and well qualified lab technicians/system administrator.

- The optimal utilization is ensured through encouraging innovative teaching learning practices.
- The available physical infrastructure is optimally utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/extra-curricular activities, parent teacher meetings, campus recruitment training classes, campus recruitments, meetings, seminars, conferences etc. It is used as an examination centre for Bank recruitment examinations, Government examinations/University Examinations like NET (National Eligibility Test), TSSET (Telangana State Eligibility Test), ICET (Integrated Common Entrance Test), TSPSC (Telangana State Public Service Commission Exams), EAMCET (Engineering Agricultural Medicine Common Entrance Test) etc. The college premises is used to host Osmania University (OU) Inter – Collegiate competitions like Yoga, Carroms, Kabaddi, Tennikot, Table Tennis and Chess.

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

Response:

SPORTS

The Institution believes in empowering girls through physical activity which will form a valid part of lifelong learning. Recognizing the fact that Physical Health is as important as Academic Health for girls, we encourage them to participate in all kinds of Sports and Games. The College has ground facilities to play Outdoor games like Basket Ball, Tennikoit, Volley Ball, Kho-Kho, Kabaddi, Throw Ball, Indoor Games like Chess, Carroms, Table-Tennis, etc. A well equipped Gym and Basket Ball court is established by the generous grants of UGC Funds. Our students participated in above mentioned games at the Inter Collegiate, All India Inter University, and National levels and have won laurels in the form of Gold & Silver Medals.

The college is also providing One month Certificate course in Yoga since ten years for the students. It is organizing the Osmania University Inter College Tournaments for Women in different events like Carroms, Kabaddi, Tennikoit, Hand Ball, Kho-Kho, Badminton and Yoga since 18 years continuously; it is the great achievement by the Department of Physical Education.

Yoga Certificate Course

The college has introduced Three Months Certificate course in Yoga Education for the Academic Year 2016-17 & 2017-18. Total no. of students 85 were trained.

Karate Certificate Course

The college has also introduced Three Months Certificate course in Karate for the Academic year 2017-2018 in collaboration with Telangana Shotakhan Karate Association.

NCC

Our College has NCC open Units (Cadets participating in Parade outside the college - (I Telangana Naval Unit).

Cultural Events

The Cultural Committee plays a pivotal role in encouraging talented students to participate in cultural events at the Local, State and National levels. The cultural committee organizes cultural activities during the College fest, Independence Day, Annual day etc. The college has indoor auditorium and also open ground.

1. Auditorium (M.V.Hall):

This hall is named after a famous Historian of Andhra Pradesh Prof. Mamidipudi Venkata Rangaiah who was Dr.Durgabai Deshmukh's teacher and associate in establishing Andhra Mahila Sabha. M.V. Hall is funded by his son. It has a stage with the dimension of 20x35 sft. and sitting capacity of 200. It has good ventilation, Provision for LCD along with a screen. It has a well equipped public address system with recording facility. This indoor auditorium is used for conferences, seminars, meetings with students and cultural activities also take place.

2. Open air theatre:

We have an open air theater with a stage in college ground. This theater has an open ground with a gallery for the students to sit. College Annual Day and large scale cultural activities take place here since this accommodates large gathering.

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

Response: 38.71

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 12

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 30.59

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
16.28	1.49	12.72	9.93	11.44

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

The Library is one of the strengths of the Institution. It has an Advisory Committee comprising Principal, Academic co-ordinator, Librarian and one faculty representative from each department. The college has one main Library and 14 Departmental Libraries. The total number of books available in Library are 39,902. There is an Open Access catalogue for students and staff. The reading room is well furnished to accommodate 100 students at a time and provides conducive environment for study. New arrivals of books and journals are displayed on separate stands and racks.

The library is kept open on all working days from 9.30am to 5.00pm. The library provides a reading section where news papers, magazines are displayed. The college subscribes 10 newspapers like *The Hindu*, *Times of India*, *Deccan Chronicle* in English newspapers, *Vaaritha*, *Sakshi*, *Namaste Telangana* are Telugu newspapers and Hindi newspaper is *Vaaritha*, Urdu newspaper is *Siyasath*. There are 16 magazines and 29 journals on the library new arrival racks. There is a reference section where books are kept for students to borrow or to refer in the library itself. There is a lending counter in the reference section. In the evening the newspapers are kept in the hostel reading room and again collected back to library.

The library has card system for students to borrow books. Each student is provided with one card to borrow three books with duration of two weeks. Overdue charges of Rs 0.50 paise per book per day is collected after the expiry of the due date.

A register is provided at the entrance to write the details of the visitors and maintained regularly. Even in the reference section a separate register for teaching staff is maintained. The books issued to the teaching staff are maintained in a separate register.

The New-Gen lib software is an Integrated Library Management System used by our Institution. The latest version of NewGenLib (3.1.2) is using by the Library.

It helps in automation and the books are arranged in catalog and classification order. The library has open access system. They can approach the librarian regarding any profile concerning library.

Internet facility is provided to students in the library to update their knowledge and also to collect information for their project works. A nominal amount of Rs.10/- per hour is charged.

The visually challenged students are provided with a separate wing. This section has a computer system with speaker and head phones. An organization of education of visually challenged *Samrita Trust* in Vinai puri, Secundrabad, helps us in providing CDs on the subjects for visually challenged students. Our old visually challenged students also help us in providing their materials to us.

Photo copying machine and a printer are available in the library, to facilitate the students to take xerox of the information from books.

Journals are subscribed consulting the faculty which helps them to update themselves with the latest developments in their respective fields. P.G. students have access to the departmental library.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment

Response:

The Rare Books Collection owes its existence to the generosity of the College founder, as it was established with the most significant treasures of the Padma Vibhushan Dr.Durgabai Deshmukh collection throughout her lifetime. She acquired books and manuscripts for the College Library on Mahatma Gandhi.

Library enrichment activities are a great way for students to learn new things and give something back to their community. Most important studies show that students who are involved in enrichment activities earn higher grades and are more successful – both academically and socially.

It supports undergraduate and graduate-level curricular degree programs. Students and lecturers use the collection for classes and projects relating to bibliography and historical research methodology.

Rare books provide the raw material for research work. We keep and collect rare books to safeguard our heritage and to promote the development of new ideas about the past. Many of the books in our collections have never been studied properly and there are countless discoveries waiting to be made.

- total number of rare books : 63
- name of the publications : The Publication Division, India
- name of the authors: The Publication Division, India
- name of the copies : The Collected works of MAHATMA GANDHI
- year of Publication : 1961-76

4.2.3 Does the institution have the following

- 1.e-journals**
- 2.e-ShodhSindhu**
- 3.Shodhganga Membership**
- 4.e-books**
- 5.Databases**

Any 4 of the above

Any 3 of the above

Any 2 of the above

Any 1 of the above

Response: Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.88

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
4.12	00	3.05	2.01	0.2

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Details of remote access to e-resources of the library	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 8.45

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

Response: 90

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

- The IT facilities is provided for teaching, evaluation, research and administration.
- 60 computers were equipped with LAN facilities.
- Available bandwidth of internet connection is about > 300 mbps (ACT FIBER NET).
- 2014 to 2016 we had central government scheme from BSNL National Mechanism for Education (NME) was provided.
- 2015-16 Beam ACT Fiber Net
- Wifi is provided in MSCS lab, Block I (Office Building). It is accessible to students & staff.
- Upgraded software systems in 2011-12 were taken having configuration Dell i.3 on date 13.03.2012.
- Upgraded software systems in 2014-15 were taken having configuration Acer i.3 on date 16.09.2014.

4.3.2 Student - Computer ratio

Response: 7.25

File Description	Document
Student - Computer ratio	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

750 MBPS

35 MBPS - 50 MBPS

20 MBPS - 35 MBPS

5 MBPS - 20 MBPS

Response: <5 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 0

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
35.9	26.4	29.2	35.6	37.3

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Any additional information	View Document

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

Response:

Maintenance of Infrastructure

‘A stitch in time saves nine’ is the motto of the management. The maintenance of the infrastructure is

looked after by the management. The land and buildings are provided by the AMS management initially. Since the college is the user, it is the responsibility of the college to take regular maintenance care, like attending to minor repairs, attending to the water and electricity supply connections, the building whitewash and proper upkeep, minor modifications inside to suit the lab requirements, any special improvements in the interiors and the like. However prior approval of the college Governing Body is to be obtained, stating the source of funding, following of proper procedures etc. U.G.C. grants are used wherever permissible. The various infrastructure facilities of the college are optimally used for different academic activities and by lending them for external agencies during holidays and outside working hours of the college.

Maintenance Procedure:

- Department in need of repair and maintenance work has to register the complaint in the Principal's office giving the details of the maintenance required.
- Technician visits the site and completes the maintenance as required.
- Head of the department signs the Job Completion Report.
- Bill is generated and processed through the concerned authorities and forwarded through Principal for final payment.
- All monthly maintenance bills are brought to the notice of the Principal.
- The college has Annual Maintenance Contracts for computer related repairs and maintenance.

Laboratories

- Separate Laboratories are allotted for classes based on timetable.
- Standard Operational Procedures for handling various chemical, equipments and instruments are strictly followed.
- Stock register is maintained and updated regularly.
- Stock verification and inspection has been carried out by the Parallel heads at the end of the Academic Year.
- Old and outdated equipment, chemicals and instruments are discarded by following the standard procedures.

Library:

The library is one of the strengths of institution provided with the separate building.

- The library has LAN facility for the computers and they are loaded with the library software **NEW GEN LIB.**
- A register is provided at the entrance to write the details of the visitors.
- The books issued to the teaching staff and students are maintained in a separate registers regularly.

Sports:

- A well equipped multi gym and indoor games like Table tennis, Carroms, Chess etc. facilities are provided.
- The college has basket ball court and open play ground for various games and sports.
- A sports room is maintained providing indoor games.
- A stock register is maintained by the Physical Education Department.

Computers:

- Each department is provided with computer and net facilities.
- The central computer laboratory connected to LAN is open for the students in the lab for practicals.
- All the computers, ICT smart class rooms are maintained through a programmer annually.
- The college website is been maintained regularly by AMC.

Classrooms:

- Classrooms are allotted as per the student strength.
- Each Lecturer is given responsibility for the maintenance of the classrooms.
- The committee is formed to look into the infrastructure requirements.

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 50.07

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
585	703	535	515	488

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document
Any additional information	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 1.64

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
20	10	10	20	20

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	View Document

5.1.3 Number of capability enhancement and development schemes –

1. Guidance for competitive examinations
2. Career Counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and Meditation
8. Personal Counselling

7 or more of the above

Any 6 of the above

Any 5 of the above

Any 4 of the above

Response: Any 5 of the above

File Description**Document**

Details of capability enhancement and development schemes

[View Document](#)

5.1.4 Average percentage of students benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 3.34

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
111	45	15	00	06

File Description**Document**

Number of students benefited by guidance for competitive examinations and career counselling during the last five years

[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during

the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description

Document

Details of of students benefited by Vocational Education and Training (VET)

[View Document](#)

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: No

File Description

Document

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)

Details of student grievances including sexual harassment and ragging cases

[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 14.22

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
111	45	10	00	06

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 0

5.2.2.1 Number of outgoing students progressing to higher education

Response: 00

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 20

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	1

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOEFL/ Civil Services/State government examinations) year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	01

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

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

Response: 8

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

2016-17	2015-16	2014-15	2013-14	2012-13
02	01	02	01	02

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The college has students council. The college involves students in various committees for decentralization.

- Students Council: All the class representatives are the members of this Council. Principal as the chairperson.
- SQAC: Students' Quality Assurance Cell is started with two students from each class as members to represent the grievances of their class.
- College Committees: The College has various working committees in which two or three students are involved to help the convener of the committee.
- Students are not representatives in Academic & Administrative Bodies.

5.3.3 Average number of sports and cultural activities / competitions organised at the institution level per year**Response:** 2.2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
03	02	02	02	02

File Description**Document**

Number of sports and cultural activities / competitions organised per year

[View Document](#)**5.4 Alumni Engagement****5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years****Response:**

The contribution of alumni association was formally inaugurated on 5th September 2004 under the registered no and functional objective of this is to maintain fraternity among the old students.

Financial support:

- Fees paid to few economically poor students from membership fee.
- Sponsorships are provided for gold medals on Convocation day.
- Institutional prizes are provided on college Annual day.

Non-financial support

- Training in Basic computers and tailoring is given to the non-teaching staff
- Free Skill oriented courses like fashion designing, Beautician course, DTP is provided to students for their employability.
- Every year former teachers are felicitated on teacher's day.

Quarterly magazine **Andhra Mahila** is brought out highlighting the college activities and experiences of former students & staff of the college.

File Description	Document
Link for Additional Information	View Document

<p>5.4.2 Alumni contribution during the last five years(INR in Lakhs) ? 15 Lakhs</p> <p>10Lakhs - 15 Lakhs</p> <p>5 Lakhs - 10 Lakhs</p> <p>2 Lakhs - 5 Lakhs</p> <p>Response: <2 Lakhs</p>	
File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

<p>5.4.3 Number of Alumni Association / Chapters meetings held during the last five years</p> <p>Response: 5</p>											
<p>5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years</p> <table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>01</td> <td>01</td> <td>01</td> <td>01</td> </tr> </tbody> </table>		2016-17	2015-16	2014-15	2013-14	2012-13	01	01	01	01	01
2016-17	2015-16	2014-15	2013-14	2012-13							
01	01	01	01	01							
File Description	Document										
Report of the event	View Document										
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document										

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

- The institution dedicated to the upliftment of the women and the vision is to provide education which is enriching, challenging and innovative to the deprived sections of the society with special emphasis on adolescent girls.
- It is the unique voluntary organization established by the great social worker and the founder president Padma Vibhushan Dr.Smt.Durga Bai Deshmukh with the mission of "**Building better lives for women**".
- The institution provides an environment to the girls which nourishing the skills and responding to the change in needs of the society irrespective of colour, caste and creed.
- Durgabai Deshmukh continuous to the epitome of women empowerment to ensure committed and continuous professional enrichment of the staff with participatory management process which helps in developing the institution.
- The goals and objectives of the institution are made known to women students to take part in community development activities alumni association, preparation of magazine, annual functions, seminars and workshops.
- Our institution strongly believes that education is the only way for a healthy society inculcates integrity, intellectual ability, high moral standards and social responsibilities.
- Our mission is to sustain democratic spaces for professionalism, humanism, quality education with new perspectives to the world of knowledge.

6.1.2 The institution practices decentralization and participative management

Response:

- The concept of Autonomy itself is to enable decentralization.
- The governance rests with the governing body nominated by the parent organization the chairman and secretary are main functionaries.
- The principal is deligated by the power of day to day administration of the college informing to the chairman and secretary.
- Academic coordinator will look after the academic issues like preparation and implementation of academic schedules.
- The institution is supported by the University Professors who are members of various committees like Standing Committee, Academic council and Governing Body. The University Heads of departments BOS chairpersons are ex-officio members in Board of studies.
- The college has Deans for Arts, Social Sciences, Commerce, Sciences.
- All the Heads of the department who in turn the chairpersons of Board of studies who decide the syllabi along with the course objectives and program outcomes. All the bos minutes will be approved in Standing Committee of A C, Academic Council and Governing Body.
- The Examination branch is computerized and well equipped and in a position to generate

consolidated marks memos.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

- The management meets from time to time and takes decisions at various levels for smooth administration.
- The problems at lower functionary levels are discussed and proposed suggestions which are considered at higher level and a final decision emerges at a competent level i.e at Governing Body.
- The decisions regarding the departments are discussed in the respective departmental meetings and they are submitted to statutory bodies through principal.
- The issues regarding the administration are discussed by the Governing Body and the decisions taken are implemented by the principal and the Secretary of the College.

To strengthen the organization structure and to impart quality education, the statutory bodies are formed under autonomy viz. Board of studies, Finance committee, Governing Body, Academic council, Standing committee etc.

Perspective/Strategic plan of institution for the period 2012-2017

- To continue to felicitate the Best Teaching and Non Teaching staff every year on the college day.
- To provide Medical facilities at a concessional rate at AMS, DD hospital.
- Special incentives and initiate welfare funds to class IV employees.
- Motivate non-teaching staff to perform better by arranging motivational lectures & spoken english classes.
- Personal loans (recoverable) are granted to staff.
- Introduce new programmes with new combinations in UG & PG.
- In addition to add on courses to introduce certificate course.
- Organize more classroom seminars.

- Encourage students participation in sports.
- Encourage more participation of students in National Seminars and present paper.
- Conduct more students live projects by collecting primary data (ex; from hospitals, banks etc).
- Conduct IQAC National seminars.
- Increase community extension programmes by NSS units.
- Encourage faculty to publish research papers in reputed National and International journals.
- Encourage faculty to participate National, International seminars and present the papers.
- To introduce new certificate courses.

File Description	Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The college has Administrative Committee (constituted by AMS Head office) apart from all the statutory bodies as per the guidelines from Autonomous Colleges issued by UGC in May 2017. The details are as follows:

- 1. Administrative Committee:** The committee has a chairperson, vice chairperson, secretary / correspondent and (14) other members. University professors, persons from various fields are on the committee, who look after the entire administration of the college.
- 2. Governing Body:** The committee has chairperson, vice chairperson, secretary / correspondent and nominated members from UGC, state government and university. One educationalist and one industrialist along with two senior faculty members. They look into the academic, financial and administrative affairs.
- 3. Standing Committee of A C:** The committee consists of Deans, Head of Departments, Controller of Examination and principal as its head, decisions are taken for any urgent changes required.
- 4. Academic Council:** Principal is the chairperson of this committee. A faculty is the convenor along with University Deans and Deans of the college, Heads of the departments, Chairperson and Secretary are special invitees. It looks into the academic functioning.
- 5. Board of Studies:** The Head of the department is the chairperson, University BOS chairman along with

other Experts from outside, department faculty members, one industrialist and Alumni as members along with other faculty members in the department. It looks into the approval of regular, Add-on & IDE courses.

6. Finance Committee: This committee is headed by a convenor and principal as the chairperson. Two Experts from outside as members, they look into the financial distribution of funds as per the requirement.

7. Grievance Redressal Cell: This cell consists of Principal as the chairperson and two senior teachers and one SC/ST faculty member. Complaint boxes are installed in the college premises to drop the complaints. The complaints received by them are discussed and action is taken.

The Service Rules, Administrative procedures, promotional policies are governed by Govt of Telangana State for the aided staff. Unaided staff members are recruited by the Administrative committee duly following procedures.

File Description	Document
Link to Organogram of the Institution webpage	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

All 5 of the above

Any 4 of the above

Any 3 of the above

Any 2 of the above

Response: Any 3 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

- The Governing Body of our college has constituted a Review Committee in view of the revised guidelines issued by the UGC for implementing the CBCS in the college. In order to review the existing procedures/methodologies being followed in our college.
- Course structure, credit definition and credit allotments to theory and laboratory papers and to core, Elective, Add-on, Inter-Disciplinary, Certified Voluntary Service etc.
- Teaching schedules, content delivery and teaching arrangements particularly for Add-on and IDE courses
- Evaluation procedures, external and internal examination rules, declaration of results, grading pattern, marks memo, templates.
- Details of the BOS meetings, decisions of Academic Council and the Governing Body regarding CBCS.
- Other general issues related to the implementation of CBCS.
- The committee has also concentrated on the new guidelines issued by the UGC to be followed by the universities and concerned affiliated college.
- The UGC'S norms were very particular about the scheme i.e; core courses, Elective Courses, Discipline Specific Elective(DSE), Dissertation/project, Generic Elective(GE), Ability Enhancement Courses(AEC),Skill Enhancement Courses(SEC), credit allotment for Theory and Practical courses,Tutorials , General interest/Hobby/Sports/NCC/NSS/related courses, Grades and Grade points, Semester Grade Point Average(SPA), Cumulative Grade Point Average(CGPA) and format for transcripts etc...
- The Institution has taken their guidance for the overall improvement under CBCS through various bodies like BOS, Standing Committee of A C, Academic Council and Governing Body.

File Description	Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

Yes, the college has Welfare Measures for Teaching and Non Teaching

The Institution has adopted the following welfare measures for teaching and non teaching staff:

- 1- Employee provident fund (EPF) for Non Teaching Staff
- 2- Maternity leave
- 3- Paternity Leave
- 4- Regular health check up of Teaching and Non Teaching Staff
- 5- Financial support to faculty members for presenting papers in International, National and State level Seminars and Workshops.
- 6- Healthy and Hygienic Work Environment.
- 7- Annual and special increments for NET / SLET for PhD awardees
- 8- Casual leaves special leaves, on duty leaves, maternity leaves are given as per policies of the state government.
- 9- Rs.1000/- as festival advance is provided to Non –Teaching Staff.
10. Personal loans (recoverable) are granted to staff members.

The academic staff college at the university level conducts several refresher / Orientation programme and our staff are deputed. The college organizes Talks on various aspects related to the development of the staff. The college conducted one orientation programme for the teaching staff. The college conducted two orientation programmes to the teaching staff for this academic year.

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years

Response: 31.81

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

2016-17	2015-16	2014-15	2013-14	2012-13
03	05	16	21	18

File Description	Document
Details of teachers provided with financial support to attend conferences, workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**Response:** 0.4

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	00	00	01	00

File Description**Document**

Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff

[View Document](#)**6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years****Response:** 2.68

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	0	2	1

File Description**Document**

IQAC report summary

[View Document](#)

Details of teachers attending professional development programs during the last five years

[View Document](#)**6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff****Response:**

PERFORMANCE APPRAISAL

Principal and Hon. Secretary will assess the performance of teaching and non-teaching staff from time to time and also same is reflected in the confidential report in the service register. The Internal committee of the college will appraise the performance of the staff i.e punctuality, discipline, obedience work commitment are the yard sticks to award the same.

TEACHER EVALUATION INCLUDE

Periodical Self Evaluation

1. Institutional Assessment of Teacher Performance
2. Student Feedback
3. Research Appraisal
4. Internal and External Appraisal

NON-TEACHING EVALUATION INCLUDE

The institution has conducted capacity building refresher course to non teaching staff of the college. The employees of other institutions were allowed to attend.

1. Periodical Self Evaluation
2. Institutional Assessment of Non Teaching staff performance
3. Student Feedback

The feedbacks on teachers & infrastructure is collected from students. Through parent & teacher meetings every year feedback is collected from the parents.

Feedback forms are collected from students regarding teaching aids, teaching and infrastructure etc.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Yes, the institution is under the umbrella of the parent organization Andhra Mahila Sabha who arrange audit very regularly. The accounts of the college are audited once in three months. The audit reports are submitted to the parent trust. The trust communicates the audit reports to the college. The second level of audit is external audit conducted by a statutory auditing company. This is once in a year. This audit not only audits the accounts of the year but also goes in to the reports of the internal audit. The statutory auditors finally submit their report to the AMS Trust Board. The Trust Board examines audit remarks and advises for initiating future course of action .The Government funds are audited by the government auditors. This is done once in two years.

The UGC funds are audited by the statutory auditors of our College. The audit is done immediately after

the grants are utilized.

There is a regular audit of expenditure by the competent authority, and the duly certified annual utilization certificate are submitted to the UGC. On the whole the AMS society, which acts as central office for all sister institutions overseas the budget and financial aspects of the institution and proper internal and external audit system are followed according to the competent authority norms of funding agencies. As a sequence the financial committee meets quarterly to discuss about the mobilization and utilization of amounts received. It is evident through all these process that the college has amicable financial management to promote quality in higher education.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 4

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
03	01	00	00	00

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Yes, the college generates funds from the resources available by

- State government grants.
- Fee collection from self financing sections.
- UGC grants.
- Donation
- Auditorium is given to outsiders on rent.
- Classrooms are given for govt exams or Unviersity exams.

The major financial assistance is provided by the UGC through government grants. The college grants different types of scholarships for meritorious and poor students.

6.5 Internal Quality Assurance System

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

Response:

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. The IQAC Committee, include members who are academicians and experts in various fields. They meet periodically and chalks out programmes of action. The cell which was formed as a post NAAC accreditation of quality sustenance measure became a vehicle for ushering in quality by working out intervention strategies to remove deficiencies and enhance quality. The institution has taken a step forward in realizing the goals of Quality Enhancement and Quality Sustenance.

Under dissemination of information on quality aspects takes up the following activities:

- The IQAC organizes lectures, seminars/ workshops on Quality Improvement
- Brings out a quarterly News Letter '**Praveenya**'
- SQAC is formed for students to involve them in college activities and to express their grievences if any.

Seminars & Workshops

The college encourages all the departments to conduct seminars every year on the latest topics in their subjects. Each department has given a name to their seminar, and under its banner.

1. Srujana - Department of Telugu
2. Aalokan - Faculty of Social Sciences
3. Vipani - Department of Commerce
4. Orbital - Department of Chemistry
5. Spring - Department of Botany
6. Focus - Department of Zoology
7. Ignite - Department of English
8. Preran - Department of Hindi
9. Sameekaran - Department of Mathematics.

Alumni

The Alumni Association of AMS Arts and Science College for women is an active body closely associated with the functioning of the college. Their activities include

- Sponsoring literary activities of the college.
- Bringing out a quarterly magazine “Andhra Mahila”
- Participating in National/State level seminars conducted by the college
- Mentoring and tutoring the present students etc.
- Financial support to deserving students.

College Publications

- Prospectus
- Srujana (College Annual Magazine)
- Andhra Mahila (Alumni News letter)
- Praveenya (IQAC quarterly news letter)

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The institution goals, objectives are translated into the academic programs by utilizing the flexibility in autonomy. Curricular changes are being made to benefit students to meet their professional goals. Each Board of Studies aims at designing the syllabi according to UGC, TSCHE, Osmania University to the extent of 80 % and 20% changes are according to global needs. Due to this academic flexibility CBCS is adopted and new courses were introduced like add-on, interdisciplinary and self financed courses.

The proposal will be approved in the concerned BOS and by the Governing Body for teaching – learning process. Academic calendar is prepared for the smooth functioning of the teaching and learning process. This is done by the academic co-ordinator in consultation with the staff. This almanac is prepared in line with the rules of Autonomy and in consultation with the examination branch.

Accordingly continuous and contextual upgradation of syllabi is being done to introduce employment oriented courses. To facilitate expertise adequate number of guest lecturer will be conducted in each semester.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 2

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
02	02	02	02	02

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Any 4 of the above

Any 3 of the above

Any 2 of the above

Any 1 of the above

Response: Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document
Annual reports of Institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

Expand and improve existing physical infrastructure	Yes
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		<ul style="list-style-type: none"> • Two more model classrooms are added. 	
Progression through higher education through PG courses and research centre	Yes	<ul style="list-style-type: none"> • 1 PG course – M.Sc Maths with Computers • 2 UG courses – B.A.(E.P.J) & B.B.A 	
To bring innovative practices in teaching learning through optimization of ICT and Learning resources	Yes	<ul style="list-style-type: none"> • Project works are increased • Classroom paper presentations by students • Power point presentations by teachers 	
To make the campus WIFI enabled	Yes	<ul style="list-style-type: none"> • 2014 to 2016 we had central government scheme from BSNL National Mechanism for Education (NME) was provided. • 2016 Beam- Act Fiber net • Wifi is provided in MSCS lab, Block I (Office Building). It is accessible to students. 	
To introduce high - end Vocational courses	Nil		
Placement and competency building activities to be enhanced	Yes	<ul style="list-style-type: none"> • Corporate Recruitment Training as compulsory Add-on course to final year degree students and PG Ist yr students. • Strength of recruitment to reputed companies has been increasing. 	
Research centre for consolidation of Research output as well as progression of faculty and students	Yes	<ul style="list-style-type: none"> • Research Training Centre started in 2017-18. 	
Take up more major and minor research projects	Yes	<ul style="list-style-type: none"> • Each faculty members has completed 1 minor 	

research project.

- Two members have applied for second project, waiting for UGC approval.

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 7

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	02	02

File Description	Document
Report of the event	View Document
List of gender equity promotion programs organized by the institution	View Document
Any additional information	View Document

7.1.2 Institution shows gender sensitivity in providing facilities such as

a) Safety and Security

b) Counselling

c) Common Room

Response:

1. Safety and Security

- Guards are placed at the two main gates for the round clock security.
- CC cameras are installed at all strategic points of the college
- A regular hostel warden takes care of the hostel students.
- Anti Ragging Committee takes care of prevention of untoward incidents.
- 'She Teams' is an initiative by the Government of Telangana. A committee headed by a woman IPS officer is in-charge of affairs of looking after the safety and security of the women, particularly in the twin cities of Hyderabad & Secunderabad. We in our college hold lectures by the members of 'She Teams' of the Government to infuse confidence of students.
- Karate classes are held for students as a measure of self-defence. A 3 month Certificate Course in Karate is organized in the college by the Department of Physical Education.

1. Counseling

Counseling on various aspects of daily life is taken care of by the following cells:

S.No	Name of the cell	Activity	Details
1.	Placement Cell	Career Counseling	Corporate Recruitment Training for the outgoing students. Classes on Vedic Mathematics to improve Arithmetic and Mental ability Career orientation through seminars and workshops.
2	Legal Cell	Legal counseling	On various aspects of related to marriage, dowry system and other social issues through seminars and personal counseling to needy students
1.	Psychological Counseling Cell	Personal interaction	Personal counseling is provided to needy students.

1. Common Room

A room is provided with some basic facilities for the students to address their special requirements (women).

7.1.3 Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by renewable energy sources (in KWH)

Response: 00

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 100

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 411

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

Response:

Our college is located in the Durgabai Deshmukh Academic Campus. Apart from our college in the campus, there are several sister units in the campus under the management of Andhra Mahila Sabha Head Office. The other units are

- Andhra Mahila Sabha School of Informatics
- Literacy House
- Durgabai Deshmukh Junior College for Girls
- College of Teacher Education
- School of Fine Arts
- C. Ramachandra High School
- Lab School (primary)

Each unit has an Administrative Committee.

Apart from these, there is a **Campus Coordination Committee**, headed by a Chairperson and members from each of the units. This committee looks after the maintenance of the entire Durgabai Deshmukh Academic Campus.

The Campus Coordination Committee maintains the common areas of the campus and takes up the following activities

- Maintenance of internal roads with greenery on both sides
- Lighting of the common areas and roads
- Maintenance of security system at both the main gates
- Maintenance of the compost pits
- Our college students take part in all the above activities

Activities specific to this college**Solid Waste Management**

The college has installed the incinerator device which is used to burn the sanitary napkins.

Waste materials like Plastics, paper material etc., are collected and sent to recycling.

We have an MOU with the organization ITC, which recycles the answer scripts and newspapers.

Liquid Waste Management

Excess water which overflow from the taps, water tanks etc.. is diverted to the plants through man-made drains.

E-waste Management

Almost all the used and unusable electronic items such as CDs, toners, ink cartridges, batteries etc.. are sold/given away to local shops.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

The NSS units of the College took up the programme of rain water harvesting pits in the college premises. For this a survey was done by NSS programme officers and selected three places where there is a low lying areas and rain water can be caught and directed. This was taken up as regular activity of NSS. Labours were hired to dig the pits. The NSS volunteers helped them in removing soil from pits. Later as per the instructions sand, small stones (concrete), pebbles were arranged layer wise and then covered with sand. We have three rainwater harvesting pits one near the hostel, next at the administrative buildings and and third near M.V Hall. The College has demonstrated that with determination and the inclination to be self-sufficient organizations with large campus such as AMS Campus which has college of Teacher Education, School of Informatics, College of Fine Arts and Media Education, Ram Chand girls high school, Labs School and hostels can go a long way in solving their water scarcity problems by developing sustainable models by adopting rainwater harvesting. This will greatly reduce the monetary burden due to dependence on water tankers. The staff and students of the institution strongly feel that plantation is the panacea for all the evils of the environment degreation. Our staff and students plant saplings on all important occasions. Likewise water harvesting pits are being dug on the campus with a view to conserve every drop of rain water.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

The following are the green practices of the college.

Telanganaku Haritha Haaram

This is a program initiated by the Government of Telangana. Haritha Haaram means green belt. The government provides saplings free of cost for planting during the early season. Our college students take part in this program with enthusiasm.

Even before the government started this programme, the college has been practicing this.

Eco-club

The eco-club of the college has been started in the year 2006. Several programs are taken up by the club every year. Some of the noteworthy programmes are

Green Ganesh

Preparation and distribution of eco-friendly Ganesh idols, free of cost, to the neighborhood community.

Participation of students various rallies of eco-environmental programmes

Planting of saplings during early monsoon

Talk of 'Rally for Rivers' organized by Isha Foundation.

Campaign for plastic free campus

Maintenance of botanical garden and green landscaping

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 1.13

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
00	0.17	0.56	0.56	0.56

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 3

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	00	00

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 45

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
09	10	09	08	09

File Description	Document
Details of initiatives taken to engage with local community during the last five years	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: No

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: No

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 3

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	00	00

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Every year the college celebrates the national festivals and birth/ death anniversaries of the great Indian personalities to inculcate the patriotism. Our founder herself was a great freedom fighter and also after independence she was the one who started the women and child welfare department at the centre. So we encourage our students to emulate her. Our college was visited by eminent personalities of freedom movement. All this information is given to students through our Gandhi Bhavan meetings. The college campus is proud to have the Gandhi Shatabdi Bhavan which was constructed on the eve of 100 yrs of Gandhi Jayanthi.

National Festivals:

- Republic Day - 26th January
- Independence Day - 15th August
- Teacher's Day - 5th September
- International Non-Violence Day - 2nd October
- Gandhi Jayanthi - 2nd October
- Education Day (Moulana Azad) - 11th November

Birth/ Death anniversaries of the great Indian personalities:

- Savitri Bai Phule Birthday - 3rd January
- Swamy Vivekananda Birthday - 12 January
- Gandhi Vardhanthi - 30th January
- Sarojini Naidu Birthday - 13th February
- C.V Raman Bithday (Scientists Day) - 28 February
- Dr. B. R. Ambedkar Birthday - 14th April
- Durgabai Deshmukh Vardhanthi - 9th May
- Durgabhai Deshmukh Birthday - 15th July

On the occasion of Durgabai Deshmukh Jayanthi, Management distributes clothes to all Non-Teaching Staff.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and

auxiliary functions

Response:

- The institution maintains complete transparency in all its financial, academic, administrative and auxiliary functions.
- The minutes of the meetings of Finance Committee, Governing Body, Administrative Committee, Academic Council etc.. are all posted on the web site of the college. All these reports can be accessed by anybody.
- Further the college follows all the provisions of the Right to Information Act. The names of persons responsible for RTI Act are available on the web site and also displayed on the board of the college which is prominently visible to all visitors.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Practise- I

Title of the practise: '**Certified Voluntary Work**'(CVW)

Objective:

- To encourage and support community service which will promote the well being and enhance the quality of education.
- To gain excellent interpersonal and communication skills.
- To educate for adopting the good norms of a good citizen and to work for spreading the idea of Nationality.
- To create awareness on literary programmes.

This was started as a part of Choice Based Credit System(CBCS) curriculum in the academic year 2011-12. The main purpose of this course is to impart service motto among the students, and work for society. The students will get credits and grade according to their level of participation Semesterwise. The activity produces a feeling of self worth and respect.

The practise:

The work allotment is done semesterwise. For each semester the working hours are 40, so total for 06 semesters it is 240 hours. Total number of credits given per semester is 1, so for three years they get 03 credits. Grades are given on their performance. This grading is boosting them to work sincerely and with interest.

Problems encountered and resources required:

Being a women's college the wards don't agree to send their children for outside work. In spite of students interest. Also the students cannot work in the late evenings. So lot of care and monitoring is done when the students are on their field work in hospital and old age homes. The parents are given assurance of their safety.

This is helping the students to know the society better and how to face it confidently is our motto.

Practise- II

Title of the practise: '**Psychological Councelling**'

Objective:

- To address stress-related problems.
- It offers supportive and conducive environment for any student with personal issues or challenges.
- It seek help and guidance from a professional counsellor.
- Better understanding of the self.
- To make them emotionally and intellectually strong.

The Problems discussed are:

- Low self confidence, Emotional stress, Family issues, Relationships, Financial problems, Decisions regarding career, Homesickness, Anxiety, Time management.

Functioning: Every year a orientation programme is organized and the counsellor discusses with the students and as per the students convenience the day & time is fixed. On every saturday from 12 to 3pm the counsellor come to the college. The students visit her. Their problems are kept secret by the counsellor. But a report is submitted to the principal with how many students visited her and their progress. Dr.Radha, a professional counsellor is appointed as Counsellor and her ph no: 9849397434.

Evidence of success: There are many cases were the students have come personally and thanked principal for conducting this activity. Today the girls are doing their studies from other states as well. This is being appreciated even by the parents who personally come & express happiness in the over all development of their child. We have not come with any problem but only appreciation from Students & Parents.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Our college motto: “**Building Better Lives for women**”.

All our approaches, innovations and new initiatives introduced during the last five years are yielding results, paving the way for further developments to reach our goal of becoming a model college, an ideal institution strong in academics, co-curricular activities, sports and games as well as an institution revived old values of Gandhian era, which were followed by our founder Dr.(Smt) Durgabai Deshmukh. Our mission is to motivate and enhance the capacity of the girls who come from the rural poor, weaker sections and minorities, constituting more than 80% of the student composition.

Our student profile being from rural poor background and whose parents are not even literates, mostly, low paid workers like vegetable vendors, auto drivers, minority girls from conservative families.

The fees are 50-70% less compared to other Private aided colleges in the city. For example : the fee for B.Com(Com) course in our college is Rs 12735/-. The average fee for the same course in other colleges is between Rs. 20000 to 25000/-.

- Our language courses have a great role in moulding our students to fit into global demand, through and strong communication skills.
- The budding and mentoring systems were introduced to reach the slow learners by advanced learners.
- Field work to gather data on ground realities, through research techniques like interviews, questionnaires.
- Modalities suitable to our students and agreeable to the collaborating industries have been worked out.

The following are the courses introduced to empower women in all directions.

Skill Enhancement Course(SEC)

Law and Justice for women, Law and Ethics in governance, Durgabai studies, Gandian studies, Entrepreneur Development Program.

IDE (Inter Disiplinary Elective) / Generic Elective (GE)

Nature cure and hospital management , Adobe Photoshop

Ability Enhancement Compulsory Courses(AECC)

Gender sensitization, Professional communicative English, Human values and Professional Ethics.

Certificate Courses

Women Studies, Yoga and Karate

Co-Curricular and Extracurricular Activities

Students are motivated to participate in co-curricular and extracurricular activities like inter college debates, seminars and symposium, technical and cultural fests.

NCC:

Our NCC cadets are attached to the Navy Open Unit. Each year 25 girls enroll. Their performance is very impressive.

Sports:

In sports and games students have won many prizes and the National and State Level. Since 10 years our college is University Champions in Yoga. Karate is introduced for self defence as certificate course.

NSS:

Our college has three units and there are 300 volunteers. They participate in all the social awareness campaigns and special camps.

Placement Cell:

To initiate the series of campus recruitments and enhance employability. Every year atleast 100 students get selected in reputed companies through campus selection.

We are convinced that if the girls despite their poor background are properly guided, counselled and encouraged, they are capable of coming out with flying colours. We feel we are moving in the right direction by providing a wide range of student support services in keeping with our mission to reform and transform the mindset of the students.

5. CONCLUSION

Additional Information :

Under Institutional Values and Best practises the college takes up many activities for the overall development of the students. Our motto being ' building better lives for women' we plan the yearly activities to build confidence among girls and to make them mentally strong to face the world once they leave the college .

- In continuation or up gradation of vision circle we have started Research, Training & Consultancy Cell.
- To encourage students with sharing and helping the needy in the society we have created a group called 'Helping Hands'.
- To develop analytical thinking minds daily newspaper reading activity is given to the students.
- To impart values on national integrity regular gandhi bhavan meetings are conducted.
- A certificate course in yoga and karate is given to the students to build them physically strong.
- Through an NGO "Voice 4 Girls" interested students are sent to camps to educate the marginalised students of the society in their vacation. Through our programme "Earn while you Learn".

Concluding Remarks :

The college is marching ahead with its vision to provide education which is enriching, challenging and innovative to the girls as participants in societal growth.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID Sub Questions and Answers before and after DVV Verification

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

1.2.2.1. Number of programs in which CBCS/ Elective course system implemented.

Answer before DVV Verification : 09

Answer after DVV Verification: 10

1.3.2 Number of value-added courses imparting transferable and life skills offered during the last five years

1.3.2.1. How many new value-added courses are added within the last 5 years

Answer before DVV Verification : 58

Answer after DVV Verification: 59

1.3.3 Average percentage of students enrolled in the courses under 1.3.2 above

1.3.3.1. Number of students enrolled in value-added courses imparting transferable and life skills offered year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
368	530	465	289	291

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
945	1281	1178	838	775

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni 5) Parents for design and review of syllabus Semester wise /year-wise

Answer before DVV Verification : A. Any 4 of above

Answer After DVV Verification: D. Any 1 of above

1.4.2 Feedback processes of the institution may be classified as follows:

Answer before DVV Verification : C. Feedback collected and analysed

Answer After DVV Verification: D. Feedback collected

2.1.2 Demand Ratio(Average of last five years)

2.1.2.1. Number of seats available year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
302	445	393	359	361

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
302	445	393	359	361

2.3.3 Ratio of students to mentor for academic and stress related issues

2.3.3.1. Number of mentors

Answer before DVV Verification : 38

Answer after DVV Verification: 38

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
05	00	02	01	02

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
02	00	01	00	01

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

2.4.5.1. Number of full time teachers from other states year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
04	04	04	00	00

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
04	04	04	00	00

3.1.4 Institution has the following facilities

1. Central Instrumentation Centre
2. Animal House/Green House / Museum

3. Central Fabrication facility

4. Media laboratory/Business Lab/Studios

5. Research / Statistical Databases

Answer before DVV Verification : B. Three of the facilities exist

Answer After DVV Verification: D. One of the facilities exist

3.2.2 Number of research centres recognised by University and National/ International Bodies

3.2.2.1. Number of research centres recognised by University and National/ International Bodies

Answer before DVV Verification : 1

Answer after DVV Verification: 0

3.2.4 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

3.2.4.1. Number of research projects funded by government and non-government agencies during the last five years

Answer before DVV Verification : 05

Answer after DVV Verification: 05

3.3.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry - Academia Innovative practices during the last five years

3.3.2.1. Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	00	00

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	00	00

3.4.5 Number of research papers per teacher in the Journals notified on UGC website during the last five years

3.4.5.1. Number of research papers in the Journals notified on UGC website during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13

01	05	03	05	02
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Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
01	03	03	03	01

3.4.6 Number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings per teacher during the last five years

3.4.6.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
21	06	04	17	09

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
04	01	12	04	06

3.6.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.6.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
04	01	01	02	02

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	00	00

3.6.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

3.6.3.1. Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
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01	02	04	03	01
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Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
02	03	02	01	02

3.6.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

3.6.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
500	180	150	480	300

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
470	140	500	117	150

4.2.3 Does the institution have the following

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

Answer before DVV Verification : Any 2 of the above

Answer After DVV Verification: Any 2 of the above

4.2.5 Availability of remote access to e-resources of the library

Answer before DVV Verification : Yes

Answer After DVV Verification: Yes

4.3.3