

SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

SAROJINI NAIDU VANITA MAHA VIDYALAYA

**SAROJINI NAIDU VANITA MAHA VIDYALAYA MUKARRAMJAHI ROAD,
EXHIBITION GROUNDS NAMPALLY, HYDERABAD**

500001

www.snvanita.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

October 2017

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Sarojini Naidu Vanita Maha Vidyalaya was accredited (2nd Cycle) with 'A' Grade and a CGPA of 3.12 in the year 2012. The institution celebrated its Golden Jubilee in the same year and securing 'A' Grade had indeed been a Golden Moment. We are proud to present the outstanding achievements of our students and staff in the last 5 years, which have been reported to the National Assessment and Accreditation Council (NAAC) through Annual Quality Assurance Report (AQAR) as per the NAAC guidelines and have worked towards fulfilment of the PEER team report.

The Institution is a Private Aided, Affiliated and exclusive Women's institution offering 17 UG and 7 PG courses including MBA. The college is located in the sprawling Exhibition Grounds at Nampally.

The institution was established in 1962 and is sponsored and managed jointly by the Osmania Graduates' Association (OGA) and the Exhibition Society.

Osmania Graduates' Association: Osmania Graduates' Association consists of a group of dedicated alumni of Osmania University formed in the year 1932 with the specific objective of promoting higher education in the erstwhile districts of Hyderabad State (Present Telangana).

Exhibition Society: Exhibition Society was formed in the year 1938 to promote small artisans by starting a small fair "Numaish" which attained the status of All India Industrial Exhibition in 1949.

A completely non-profit organization, the Exhibition Society encouraged and supported by OGA and Economic Committee has been channelizing the income generated from the Exhibition to extend financial assistance to 18 educational institutions which impart quality education.

Vision

Vision: "Training Women for a Challenging Future through Value Based Education"

Mission

Mission: "Educate, Empower and Liberate"

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Strengths:

- 55 years of long existence

- ICT enabled teaching
- Good Team work
- Well equipped labs
- Extension Lectures
- Decentralization of administration
- Awareness Programmes
- Transparency in academic, administrative and financial transactions
- Infrastructural facilities
- Research Activities
- Secured Campus
- NIPUNI – Skill Development Centre

Institutional Weakness

Weaknesses:

- Curriculum Design
- Industry / Academia Tie-ups
- Standard Publications
- Exposure of Teachers to International Levels
- Non-filling up of teaching and non-teaching posts due to ban on recruitment
- Training to technical and other staff in functional areas
- Progression to Higher Education

Institutional Opportunity

Opportunities:

- Global initiatives
- Employment opportunities through TASK / Placement Cell, Career Counselling, Civil Services Coaching, Banking Service Coaching, NIPUNI, Short Term Courses and MoUs.
- Utilization of English Language Lab for improving Communication Skills and training towards interview skills / Personality Development.
- Short Term Certificate courses for enhancing employable capabilities.
- 'Earn While you Learn' through entrepreneurial programmes.
- Additional scope for utilization of Alumnae services and Community participation.
- Research and Development
- Women Study Centre

Institutional Challenge

Challenges:

- Academic Collaborations
- Retention of quality teachers
- Limited mobility of faculty outside state, limiting academic collaborative work
- Enhancement of academic progression
- Improving the Communication Skills and Personality Development
- Introduction of new courses based on market demand

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The institution being affiliated to the Osmania University follows the curriculum and the examination pattern decided by Osmania University.

At the Under Graduate level, the institution offers B.A. (EPP, HSP & HPML), B.Sc. (BZC, BMC, ZMC, BCAN, MPC, MPCS & MECS) and B.Com (General & Computers). The Under Graduate Courses were under the annual scheme till the year 2015-2016. Since 2016-17, Osmania University has introduced the Choice Based Credit System (CBCS) with Semester system at the UG Level. Environmental Studies and Gender Sensitization have been introduced as Ability Enhancing Compulsory Courses (AECC) for 1st and 2nd semester respectively. A set of Skill Enhancing Courses have been provided in the 3rd and 4th semester as electives at the U.G level.

At the Post Graduation level, CBCS method was introduced in 2015-16 at MBA and 2016-17 for the other courses. All the Post Graduate courses have electives and are semester wise courses.

Certificate Course: A subject related certificate course in MS Office is offered by the Department of Commerce.

NIPUNI – The Skill Development Centre offers skill enhancing value added courses like Tailoring, Beautician, Fabric Painting.

MoU: A MoU with SETWIN, a Government of Telangana undertaking offers certificate course in DTP and Fashion Designing. The organization also assures financial assistance to the interested students to start their own enterprise.

Many of our faculty members are on academic bodies like Board of Studies in Osmania University and autonomous colleges, Indian Science Congress, Editorial Board of various International Journals.

Teaching-learning and Evaluation

The admission process in the institution till 2015-16 was processed at the institutional level. Since 2016-17 Government of Telangana has introduced online admissions for Under Graduate courses. Admissions at Master's level are through entrance and counselling by the Osmania University and 10% of the sanctioned seats are Management quota. Admissions are as per government rules catering to diverse sections of the society.

The teaching methodology adopted is both traditional Chalk and blackboard and modern ICT enabled through

PPTs, Smart Boards, LCDs, OHPs, Internet and You-tube links. Assignments, Projects, Group Discussions, Field trips and experiential learning are part of instruction. Remedial teaching and revision classes are conducted for slow learners. There are adequate teachers for all courses and due to the ban on recruitment of teachers, 90% of the teachers are appointed by the Management. 25% of the teachers are doctorates, 8% M.Phils, 8% qualified NET/SET and many with Post Graduate Diploma Programmes. Many of the teachers have been recipient of awards and fellowships.

The college follows the Osmania University almanac and conducts the examinations as per the university schedule. The average pass percentage of the students is above 70%.

Though the institution does not formally state the Programme outcomes, Programme specific outcomes and Course outcomes, it enlightens the students in the orientation/induction programme and the introductory classes and evaluates the comprehension of the subject through interaction and discussion with the students after completion of every unit/chapter.

Research, Innovations and Extension

The faculty in the institution is actively involved in Research with the Departments of Botany and Zoology being Osmania University recognised research centres. In the last 5 years there have been 5 active research guides with 6 research scholars and 2 scholars being awarded Ph.D. One of our MBA faculty members was awarded International Post-doctoral Fellowship to Switzerland.

14 faculty members were awarded Ph.D., 2 Major and 9 Minor Research Projects were completed, and presently there are two on going Minor Research Projects. There are many International and National publications.

The institution has organized Two day State Level Conference on “Translating Food and Nutrition into Health”, Three day National Conference on “Relevance of Didactic Poetry in Regional Languages to the Modern Times”, a Two Day CCE workshop, a Two Day Science Exhibition, Ten Day Workshop on Poetry Writing in Telugu, 1 work shop on Stock Market Operations, 3 Faculty Development Programmes, Two day Mathematics Meet and Inter-collegiate Mock Parliament.

Extension Services:

NCC: The NCC unit has strength of 200 cadets and is attached to 1 (A) battalion of Telangana The NCC unit is very active with many of our cadets participating in artillery camps, Tal Sainik camps, ATC camps, NIC, IGC, Pre-RDC and RDC camps.

NSS: There are 3 NCC units with 300 volunteers involved in various community service and outreach activities through rural camps. Dr.Ch.Padma, NSS Programme Officer is the recipient of the prestigious Indira Gandhi National NSS Award from the Ex-President of India in 2012.

Infrastructure and Learning Resources

The institution has adequate learning resources with 60 class rooms. There are 16 rooms with LCD facility including 2 Smart Boards and 4 Audio-visual Seminar halls. The class rooms are well furnished and ventilated.

There are well equipped laboratories for 30 Science Labs, 8 computer labs. There are 14 staff rooms. There are 28 rest rooms for students and 24 for faculty.

To conduct academic, literary and cultural activities there is a spacious auditorium with 600 seating capacity, good acoustic system and lighting system. Aloki Open Air Arena to conduct mini cultural functions. The institution has ample facility to conduct indoor and outdoor games along with a Gymnasium. The college is safe and secure with fire safety system, electronic surveillance, two level security systems with entries and exits in case of emergency. The institution has RO plant, renewable solar energy for a part of the infrastructure along with Lift facility and canteen.

There are three separate libraries for UG, PG and MBA with around 67,000 books, references books, journals, magazines, newspapers, e-journals, e-books, CDs. The departments have separate seminar libraries catering to the staff and student needs.

The institution has 376 computers fulfilling the needs of the students, faculty, library and administration. There is internet/wifi/LAN facility which is frequently updated. The internet centre facilitates the students in their assignments and project works. Signage boards are used for important notifications pertaining to examinations, fee payment, scholarship etc.,

Student Support and Progression

Student support services in the institution are diverse. The institution follows the rules and regulations in matters of admission, examinations, scholarships of the Government of Telangana and Osmania University.

Scholarship: Students are provided financial support through Government and Non-government scholarships. Social welfare department disburses scholarship to the SC, ST, BC, Minorities and EBC. The institution also supports those students who are not eligible for any other type of financial assistance through VVS and Student Aid Fund. The Class IV employee children are provided free education.

Placements: The Placement Cell is active in the institution and helps the students in achieving the goals through employment opportunities. Every year around 13 to 15 companies conduct on-campus placements and off-campus opportunities leading to 25% placements to students.

The students are also provided with career opportunities through Banking Service coaching, Civil Services coaching and Career counselling. NIPUNI – the Skill Development Centre imparts short term training in different skills enabling self employment and sustenance. Fashion Designing and DTP courses have been introduced through a MoU with SETWIN, a Govt. of Telangana undertaking.

The Alumnae of the institution are well placed and are contributing to the society in myriad ways. Though the students do progress towards higher education there is lack of communication, hence there is dearth of data. There is financial contribution of the Alumnae every year annually and some of the prominent alumnae enrich the students on various topics through lectures. Our sports alumnae have international and national records.

Governance, Leadership and Management

The institution is sponsored and managed by Osmania Graduates' Association (OGA) and Exhibition Society.

The Governing Body is changed every three years and members comprise highly placed academicians, entrepreneurs, lawyers and other professionals drawn from OGA and Exhibition Society. The strategic and perspective planning in the institution is by the Governing body. There are five sub committees i.e., Office Bearers, Academic Committee, Construction Committee, Finance Committee and Hostel Committee. These Committees take important decisions regarding the introduction of new courses, recruitment of faculty, enhancement of salary, additional benefits, and infrastructure, organisation of seminars / conferences / workshops / FDPs / Student centric and staff development activities. The major funding for developmental and infrastructural facilities is through our sponsoring bodies.

The institution in academic and administrative activities is headed by the Principal. The Principal is the liaison between the Governing Body and the staff. The Leadership of the principal enables the institution to make progress in academic and non-academic activities. The Principal is instrumental in creating the work culture and promoting efficient functioning of the institution. The Governing Body and the IQAC function in tandem through the Principal are responsible for the overall qualitative development of the institution. The Principal is assisted by the core committee and there is decentralization in academic and administrative matters.

The efficient leadership is reflected through our M.Sc. (Zoology) students topping the Osmania University for 3 consecutive years and 33 faculty members are recipients of Best Teacher Awards.

Institutional Values and Best Practices

The institutional values are reflected through its Vision, Mission and Motto. Since 55 years of its existence the institution is nurturing values and imparting value based education. It has been the endeavour of the institution to educate and empower women in the Telangana region and towards this end it has been rendering service to the society through the holistic development of its students.

The institution keeps its self abreast of changes in the globalized world and trains the students to face the challenging future. Our students are well equipped not only in academics but also in co-curricular and extra-curricular activities.

Inculcation of values and duty mindedness is taught through various awareness programmes like Environmental Sustenance, Gender Equity, Human Values and Professional Ethics, Fundamental Duties, Human Rights. An awareness campaign to fight against the evils in the society like drug abuse, corruption, eve teasing is carried out through various programmes.

The institution in order to sub serve its Vision, has brought in the best practice of imparting skill enhancing courses through the establishment of NIPUNI - training students in different skills and enabling them to be self employed and be financially independent in the field of their interest and choice. This has been one of the best practice in the institution, as these skills are imparted free of cost.

The NSS unit in the institution has always been active and has trained around 6000 rural people specially women, in different skills in 26 villages of 3 districts of Telangana.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Sarojini Naidu Vanita Maha Vidyalaya
Address	Sarojini Naidu Vanita Maha Vidyalaya Mukarranjahi Road, Exhibition Grounds Nampally, Hyderabad
City	Hyderabad
State	Telangana
Pin	500001
Website	www.snvanita.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Ch.Jayashree	040-24603266	9848130066	040-2473533 6	snvmv@rediffmail.com
Associate Professor	Sangeetha Mathur	040-24655676	9866765486	040-2460859 0	sangeethamathur05@gmail.com

Status of the Institution	
Institution Status	Private

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-1962

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Telangana	Osmania University	View Document

Details of UGC recognition

Under Section	Date
2f of UGC	01-01-1966
12B of UGC	01-01-1966

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
AICTE	View Document	30-03-2017	12	

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
--	----

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	Sarojini Naidu Vanita Maha Vidyalaya Mukarramjahi Road, Exhibition Grounds Nampally, Hyderabad	Urban	3.8	55661

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	BA,Economics	36	Intermediate	English	45	17
UG	BA,Political Science	36	Intermediate	English	75	29
UG	BA,Public Administration	36	Intermediate	English	75	24
UG	BA,History	36	Intermediate	English	60	19
UG	BA,Sociology	36	Intermediate	English	30	7
UG	BA,English	36	Intermediate	English	30	12
UG	BCom,Commerce	36	Intermediate	English	240	236
UG	BSc,Computer Science	36	Intermediate	English	160	135
UG	BSc,Botany	36	Intermediate	English	150	146
UG	BSc,Zoology	36	Intermediate	English	150	146
UG	BSc,Chemistry	36	Intermediate	English	290	264
UG	BSc,Microbiology	36	Intermediate	English	60	58
UG	BSc,Applied Nutrition	36	Intermediate	English	50	50

UG	BSc,Biochemistry	36	Intermediate	English	50	50
UG	BSc,Mathematics	36	Intermediate	English	220	174
UG	BSc,Physics	36	Intermediate	English	140	109
UG	BSc,Electronics	36	Intermedaite	English	80	65
PG	MA,English	24	Degree	English	40	35
PG	MCom,Commerce	24	Degree	English	40	40
PG	MSc,Botany	24	Degree	English	30	30
PG	MSc,Zoology	24	Degree	English	30	30
PG	MSc,Chemistry	24	Degree	English	30	30
PG	MSc,Physics	24	Degree	English	30	22
PG	MBA,Business Management	24	Degree	English	120	110

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				0				84			
Recruited	0	0	0	0	0	0	0	0	0	12	0	12
Yet to Recruit	0				0				72			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				103			
Recruited	0	0	0	0	0	0	0	0	7	96	0	103
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				52
Recruited	9	7	0	16
Yet to Recruit				36
Sanctioned by the Management/Society or Other Authorized Bodies				65
Recruited	28	37	0	65
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				6
Recruited	1	0	0	1
Yet to Recruit				5
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	0	2	0	2
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	6	0	0	3	0	9
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	1	0	0	2	0	3

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	1	0	0	3	0	0	16	0	20
M.Phil.	0	0	0	0	1	0	0	7	0	8
PG	0	0	0	0	1	0	0	74	0	75

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	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	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
PG	Male	0	0	0	0	0
	Female	297	0	0	0	297
	Others	0	0	0	0	0
UG	Male	0	0	0	0	0
	Female	671	0	0	0	671
	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	376	377	327	349
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	106	97	74	66
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	1186	1180	1127	1093
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	781	787	781	894
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	3	11	8	0
	Others	0	0	0	0
Total		2452	2452	2317	2402

3. Extended Profile

3.1 Programme

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

Response : 24

Number of self-financed Programmes offered by college

Response : 15

Number of new programmes introduced in the college during last five years

Response :

3.2 Student

Number of students year wise during last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2452	2452	2317	2402	2294

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

2016-17	2015-16	2014-15	2013-14	2012-13
514	512	560	567	567

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

2016-17	2015-16	2014-15	2013-14	2012-13
779	793	794	806	791

Total number of outgoing / final year students

Response : 3963

3.3 Academic

Number of teachers year wise during last five years

2016-17	2015-16	2014-15	2013-14	2012-13
115	119	124	110	115

Number of full time teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
115	119	124	110	115

Number of sanctioned posts year wise during last five years

2016-17	2015-16	2014-15	2013-14	2012-13
115	119	124	110	115

Total experience of full-time teachers**Response : 1200****Number of teachers recognized as guides during last five years****Response : 5****Number of full time teachers worked in the institution during the last 5 years****Response : 115****3.4 Institution****Total number of classrooms and seminar halls****Response : 64****Total Expenditure excluding salary year wise during last five years (INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
92	83	82	83	90

Number of computers

Response : 376

Unit cost of education including the salary component(INR in Lakhs)

Response : 22574

Unit cost of education excluding the salary component(INR in Lakhs)

Response : 2866

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

Our institution ensures effective curriculum delivery through a well planned strategy and a process of documenting the same is evolved, based on the approval of annual Academic Schedule as communicated by the Registrar of Osmania University to the Principals of affiliated Colleges. In 2016-17, Osmania University has introduced CBCS system at graduate level. Effective Curriculum is delivered in the following ways:

- As our Institution is affiliated to Osmania University, syllabus and exam pattern is decided by the University. Our institution has formulated annual and semester lesson plan system. In this system, the faculty members of all departments prepare lesson plan for each of the subject they will handle, either annual and/or semester at undergraduate and at PG level, it is semester wise. This lesson plan is prepared unit-wise. Generally, there are five units/chapters in each subject at UG and PG level.
- Teaching Diary – Every faculty member maintains an year-wise teaching diary, in which a daily record is made about classes conducted and concepts taught/discussed in the class. Monthly summary of the same is recorded which is signed by Head of the Department. Thereby ensuring cent percent coverage of syllabus.
- Assessment of students' performance – Students performance is assessed by internal and external exams as well as assignments which are mandatory. Two internal exams are conducted for each subject in each semester; average marks are considered. The documents related to these assessments are maintained along with the assignment copies submitted by the students.
- Structured Feedback – At the end of every semester/year feedback on a ten point scale (Extraordinary to Very Poor) is taken from undergraduate students to understand their views about various teaching dimensions of Lecturers; dimensions include the following: Punctuality, Preparedness, Audibility and Encouragement. Other parameters of the feedback include infrastructure, sports, library and other amenities. Similarly feedback is taken from students pursuing various PG courses.
- Hour-wise students' attendance is taken to gauge the regularity of students thereby ensuring their understanding/knowledge level improves. As we cater to different strata of students, their knowledge level varies and additional guidance is needed for some students. Hence remedial classes are conducted to help students with lesser talent. Records of the remedial classes conducted are maintained.
- Apart from three libraries (for undergraduate, postgraduate and MBA) which stack 67,832 Books (till March, 2017), departmental libraries are maintained for easy access of books to faculty.
- As part of their curriculum B.A., B.Com., PG and MBA students undertake projects. Generally the Management and Commerce stream students take up internships in different companies. Science

students prepare their records in different subjects. The project theses are maintained in the library for future reference.

- In order to impart practical knowledge, industrial visits, field trips, visits to state assembly and trips to various centres are organized.
- Use of ICT – Power Point Slides are used to deliver lectures with the help of audio-visual aids to facilitate easy learning.
- Eminent professionals are invited to give extension and guest lectures for students.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 Number of certificate/diploma programs introduced year wise during the last five years

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

File Description	Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 8.79

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year wise during last five years

2016-17	2015-16	2014-15	2013-14	2012-13
15	7	8	8	13

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

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

Response: 0	
1.2.1.1 How many new courses are introduced within the last five years	
File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented	
Response: 100	
1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.	
Response: 24	
File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years				
Response: 2.1				
1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year wise during last five years				
2016-17	2015-16	2014-15	2013-14	2012-13
65	0	42	0	139
File Description		Document		
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs		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:

The institution affiliated to the Osmania University adopts the syllabi given by the University. A wide spectrum of issues related to the Gender, Environment and Sustainability, Human Values and Professional Ethics have been included in the syllabi given by the University and the institution follows the same.

- At the UG level, under the year wise scheme, Human Values and Professional Ethics was the General Education paper for the I Year students and Environmental Studies and Sustainability for the II year students till the academic year 2015-16. These papers were compulsory for all students of B.A., B.Com. and B.Sc. and a Pass/Grade in this paper was mandatory to qualify the exam.
- Under the newly introduced Choice Based Credit System (CBCS), at Under Graduate level, the university has introduced Environmental Studies and Gender Sensitization as an Ability Enhancing Compulsory Course (AECC) for the 1st and 2nd Semester respectively.
- Business Law and Ethics is offered as an elective paper in 1st semester MBA Program. Gender Studies is an elective paper in M.A. English, 2nd semester.
- Apart from the inclusion of cross cutting issues like Gender, Environment and Sustainability, Human Values and Professional Ethics, the institution also inculcates, imbibes and integrates such issues by holding awareness programmes through extension/guest lectures on Biodiversity, Human Rights, Women Rights, Women Safety, Seminars, Plantation programmes, HarithaHaaram, Eco clubs, extension and outreach activities.

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

Response: 4

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

Response: 4

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 99.59

1.3.3.1 Number of students undertaking field projects or internships

Response: 2400

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback on curriculum obtained 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 the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the 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: C. Feedback collected and analysed

File Description	Document
Any additional information	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrolment and Profile

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

Response: 0.08

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	4	5	0

File Description

Document

Institutional data in prescribed format

[View Document](#)

List of students (other states and countries)

[View Document](#)

2.1.2 Average Enrolment percentage (Average of last five years)

Response: 80.12

2.1.2.1 Number of students admitted year wise during last five years

2016-17	2015-16	2014-15	2013-14	2012-13
886	1046	876	941	963

2.1.2.2 Number of sanctioned seats year wise during last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1115	1110	1215	1230	1230

File Description

Document

Institutional data in prescribed format

[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: 86.43

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

2016-17	2015-16	2014-15	2013-14	2012-13
445	490	467	474	470

File Description	Document
Institutional data in prescribed format	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:

Online admission system is followed by the Osmania University at the Undergraduate level and Postgraduate level. Within a month of completion of the admission procedure the concerned teachers assess the ability of the students by conducting a simple test and having question answer sessions. Assignments are also given to the students in the process of their assessment. Depending on their performance their writing and grasping abilities, the advanced learners and slow learners are identified. The advanced learners are provided with reference material and books of a higher standard. This enables them to get in depth knowledge of the concepts in the subject. Then these students share their knowledge through PowerPoint presentations in the class. They are also made to refer to the online material for updates. The teachers pay special attention to the slow learners. The basics of the subject are explained to them. Revision classes are conducted regularly for such students. Periodic tests are conducted to review their progress. The advanced learners in the class are also entrusted with the responsibility of the slow learners. Simple doubts of the slow learners are clarified by the advanced learners. Written work is given to them for regular practice of the topic. Important questions are given to the slow learners so that they can concentrate on these questions and prepare for the examinations. In some cases notes are given by the teachers which will give the slow learners the opportunity to understand the topic in a better manner.

Remedial classes for the academically weak candidates are undertaken by the concerned teachers. Here learning the often repeatedly appearing questions over the years are emphasized. Special attention is given to the final year students as they may have to forego one academic year if they do not complete all the papers. This has reaped good results and the percentage of passes in the final year has improved in all faculties. The first and second year students who do not complete all their papers are given material and assisted in preparing for the supplementary examination. The main aim of the teachers is to see that the students clear all the papers in the midterm supplementary examinations and not carry the papers forward till the annual examinations.

Many of the students in our college are first generation learners and do not get required support from the family for being educated. So the teachers become their mentors and explain to them the importance of education and earning their own livelihood. Many of the students come from the vulnerable sections of the society and do not understand the importance of being educated. Our institution with the motto of Educate Empower and Liberate is able to not only motivate them to not to drop out but to further their education or secure a job which will enable them to empower themselves.

Online admission system is followed by the Osmania University at the Undergraduate level and Postgraduate level. Within a month of completion of the admission procedure the concerned teachers assess the ability of the students by conducting a simple test and having question answer sessions. Assignments are also given to the students in the process of their assessment. Depending on their performance their writing and grasping abilities, the advanced learners and slow learners are identified. The advanced learners are provided with reference material and books of a higher standard. This enables them to get in depth knowledge of the concepts in the subject. Then these students share their knowledge through PowerPoint presentations in the class. They are also made to refer to the online material for updates. The teachers pay special attention to the slow learners. The basics of the subject are explained to them. Revision classes are conducted regularly for such students. Periodic tests are conducted to review their progress. The advanced learners in the class are also entrusted with the responsibility of the slow learners. Simple doubts of the slow learners are clarified by the advanced learners. Written work is given to them for regular practice of the topic. Important questions are given to the slow learners so that they can concentrate on these questions and prepare for the examinations. In some cases notes are given by the teachers which will give the slow learners the opportunity to understand the topic in a better manner.

Remedial classes for the academically weak candidates are undertaken by the concerned teachers. Here learning the often repeatedly appearing questions over the years are emphasized. Special attention is given to the final year students as they may have to forego one academic year if they do not complete all the papers. This has reaped good results and the percentage of passes in the final year has improved in all faculties. The first and second year students who do not complete all their papers are given material and assisted in preparing for the supplementary examination. The main aim of the teachers is to see that the students clear all the papers in the midterm supplementary examinations and not carry the papers forward till the annual examinations.

Many of the students in our college are first generation learners and do not get required support from the family for being educated. So the teachers become their mentors and explain to them the importance of education and earning their own livelihood. Many of the students come from the vulnerable sections of the society and do not understand the importance of being educated. Our institution with the motto of Educate Empower and Liberate is able to not only motivate them to not to drop out but to further their education or secure a job which will enable them to empower themselves.

2.2.2 Student - Full time teacher ratio

Response: 20.96

File Description	Document
Institutional data in prescribed format	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.12

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:

The institution has state of art Science and Computer laboratories with highly experienced and efficient staff on rolls. This helps the students to get hands on experience in the practical procedures. For the Social Science students field trips and industrial trips are conducted. They participate in conducting socio-economic surveys which enables them to face the realities of the world. Paper presentations, project preparation and group discussions are the other methods followed by the institution to ensure experiential learning.

Students are also encouraged to help the teachers in organizing Co-curricular and extracurricular activities like conferences, seminars organized by the various departments in the college. Students are encouraged to conduct and compere programmes like Fresher's Party, Annual Day, Sports Day and Farewell Party. Organizing functions like Independence Day, Republic day is entrusted to the students which they undertake in an effective and responsible way to the utmost satisfaction of the management, Principal and staff. This helps the students to enhance their organizational abilities and leadership qualities and gives them role play experience while learning.

Many students enroll themselves for NCC and are given training within the college. They also go to camps conducted in different places. This inculcates a sense of national integration in them. The students also enroll for NSS and go for camps in rural areas. This enables the students to have interaction with the people in those areas and know their difficulties. This will enhance the power of the students in facing day to day challenges in life. All this gives them the required exposure in life.

Our students also participate in various intercollegiate activities and win laurels to the college. This helps them to accept winning with humility and face loss with dignity which will help them to face life with the required stamina.

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

Response: 93.04

2.3.2.1 Number of teachers using ICT

Response: 107

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: 20.96

2.3.3.1 Number of mentors

Response: 115

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

Though the traditional chalk and black board method is followed as it is very effective in the teaching learning process, technological enhancement has brought a revolution in teaching and learning process. The institution has 16 LCD enabled smart class rooms with 2 smart boards and OHPs, which enables the teachers and students to keep themselves abreast with the information about the subject. Extension lectures/ Guest lectures are conducted by the departments to introduce the students to the experts in the concerned subjects. Power Point Presentations, You-tube links, Internet access, help in effective teaching and comprehending of the subject for B.A. B.Com. & B.Sc. students. Case studies, Role Plays, Management Games and Ice Breaking Sessions are organized to improve the creative abilities among students. Educational tours to Botanical gardens, Sericulture Parks, Cocoon markets and Aquaculture park, Zoological parks, Science laboratories like CCMB, NGRI, NIN and Science Museums are also conducted on a regular basis to provide exposure to the Science students. A visit to the Tribal Museum, Pochampally Village, Legislative Assembly, Chowmahalla Palace etc., are organized on a regular basis to the students of Social Sciences to expose them to experiential learning. Management students are taken to

ALEAP, COCO -COLA Factory and Industrial tours to make them understand the actual manufacturing procedures followed in the real life situations. Students of Social Sciences and Civil Services aspirants are encouraged by taking them for a visit to National Police Academy. This motivates them to work hard and achieve their goals in life. As an initiative at the college level, in order to encourage and train students to take up competitive exams, Civil Services Coaching, Banking Services Coaching have been introduced within the college campus. As an 'Earn while you Learn' initiative, the college has started **Skill Development Center - NIPUNI** in the year **2014**. It aims at training the students in skill based courses like Embroidery, Tailoring, Beautician course, Fabric Painting etc. An MoU with SETWIN, a Government of Telangana undertaking enables students to undertake skill oriented short term courses, like DTP, Fashion Designing, which enables to enhance their employable capabilities or be financially independent. The students are given completion certificates and assistance to set up their own business. **Sangeet Vanita** is another college initiative, where students join to learn classical music as a hobby or profession which helps to develop their skills or pursue a career. We publish an annual college magazine, 'Vanita' since the inception, which showcases the inherent talent in the students. Sports and games are the mainstay of Vanita where students are trained in different sports through expert coaching which helps them to carve a career in sports.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 23.58

2.4.2.1 Number of full time teachers with Ph.D. year wise during last five years

2016-17	2015-16	2014-15	2013-14	2012-13
30	26	25	28	28

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 Average teaching experience of full time teachers in number of years

Response: 10.43

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	View Document

2.4.4 Average 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: 4.15

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

2016-17	2015-16	2014-15	2013-14	2012-13
6	3	2	3	10

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 2.87

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

2016-17	2015-16	2014-15	2013-14	2012-13
5	5	5	1	1

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 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The Institution is an affiliated college, hence follows Osmania University academic schedule for syllabi and examinations. Since 2015-16 at the Post graduate level Choice Based Credit System (CBCS) was introduced with the already existing semester system. At the P.G level apart from conducting 2 internals and end semester examinations, students are encouraged for paper / poster / power point presentations.

Until 2016 – 17 academic year, the Osmania University followed year wise method in the Under Graduation level. In the year wise system, regular tests, half yearly exams and pre final examinations are conducted by the departments to continuously evaluate and assess the students. From the academic year 2016-17, Choice Based Credit System (CBCS) was introduced for the first year UG students. In this system, as per the University schedule, in a semester two internal assessments are conducted and two assignments are to be presented by the students. It is in itself an effective assessment process. Under this system a Skill Enhancement Course (SEC) and an Ability Enhancement Compulsory Course (AECC) are also included. Final year undergraduate students are following the year wise scheme of academic schedule and they are continuously evaluated by the teachers in the class. For Choice Based Credit System students apart from conducting internal assessments and assignments, they are assessed on a day to day basis in the topics covered, by conducting group discussions, paper presentations / power point presentations / project work / verbal presentations etc., in the class. This not only evaluates the student but gives the teacher a clear idea of the level of understanding of each student.

Based on the results of the students the teachers evaluate the need for conducting remedial / revision classes for the failures or weak students. The teacher also makes an effort to provide for important questions or oft repeated questions for the benefit of the students.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety**Response:**

The institution has always reaffirmed and reconfirmed in transparency and strong values in terms of internal assessment and evaluation. The students under year wise system, marks registers are maintained for the in-house and University examinations. The progress of the students is reviewed and feedback is given to the students. For the students of choice based credit system, the University prescribed Internal Assessment is in a particular model which is followed by the institution. The schedule of internal assessment is well publicized. The question paper is prepared by the concerned teacher as per the prescribed model. The test is conducted strictly in accordance with the University norms. The two internal assessments and assignment marks are uploaded on the University website and the departments maintain the details in their registers.

For the year wise students regular class tests are conducted. One half yearly and one pre final examination is conducted. The students do not fare well in these examinations or are absent, for such students assignments for pertaining to the examination paper are given. This regularity in conducting examinations prepares the student for her final examination and enables her to face the examination confidently. Thus all necessary steps are taken by the teachers to well equip the students and make them examination friendly.

In the regular classes as well the teachers take every opportunity to assess the students. The level of understanding of the students is judged by the teachers and efforts are made to give them the required fillip in the fields that they are not very good and train them for that aspect.

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

As the institution is affiliated to Osmania University the examination related grievances are dealt by the examination branch in the college. The grievance or application for revaluation or recounting are processed and forwarded to the University. As the college follows the schedules of the University, the examination action related grievances are transparent, time bound and efficient. All students who have a doubt about their marks secured in the University examinations are encouraged to apply for revaluation or recounting. There have been many instances where students have benefited from this action. We at VANITA do not allow the students to remain victims of erratic evaluation.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

Osmania University provides us with an almanac for each academic year. The college meticulously follows the almanac. The schedule for Internal Assessments, University examinations actions and other dates are specified in the almanac. It is mandatory for us to follow the almanac. As far as the college is concerned regular tests question answer sessions seminars and group discussions are conducted within the class. The progression of the students is continuously monitored and their betterment is the main aim of the teachers. If a student does not write any test or examination she is given an assignment as an imposition. This discourages the students from abstaining from tests or examinations. For in house examinations the pattern is changed every time. Sometimes it is short answers sometimes multiple choices or fill in the blanks etc.,

Apart from this the institution has its own academic schedule which plans well in advance the conduct of various exams for continuous internal evaluation which is implemented from time to time as per the decisions of the core committee. This helps in keeping the students well informed and well prepared for the examinations.

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:

Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and communicated to the students:

- In the orientation programme conducted for the newly admitted students at the UG and PG level.
- The faculty members in their introductory class give an overview of the programme outcomes and the course outcomes to the students and the students are made aware of the benefits of pursuing a course.
- The B.A., B.Com., B.Sc. students are enlightened about the knowledge in the programme specific outcomes and the Higher Education/Career Opportunities that could be availed by them.
- The PG students are given awareness of the specializations in specific programmes and the application in the career of the students.
- The MBA students are well informed about the outcomes like application of knowledge and skills to solve business problems, understand ethical issues and dilemmas that businesses often face and how to be professional and develop leadership and effective communication skills.

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

Response:

Attainment of program outcomes, program specific outcomes and course outcomes are evaluated either through the conduct of exams or on the basis of the completion of syllabus.

- The UG students are evaluated through Group Discussions on a particular topic. The level of comprehension and its application is observed and judged.
- The students of Business Management are evaluated through game plays and role replicas.
- The Computer Science students display their skills through computer programme applications.
- The Science students can be gauged through their finesse in performing the practical and its application.

2.6.3 Average pass percentage of Students

Response: 71.03

2.6.3.1 Total number of final year students who passed the university examination

Response: 2807

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

Response: 3952

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response:	
File Description	Document
Database of all currently enrolled students	View Document

NAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years

Response: 2.3

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	2.3	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Percentage of teachers recognised as research guides at present

Response: 1.74

3.1.2.1 Number of teachers recognised as research guides

Response: 2

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.1.3 Average number of research projects per teacher funded by government and non government agencies during the last five years

Response: 0.1

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

Response: 11

File Description

Document

List of research projects and funding details

[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The institution has created an ecosystem for innovations like tissue culture lab, sericulture lab, and microbiology lab. We conduct experiments on RBC, WBC counting and hemoglobin estimation, observe different protozoan and helminthes parasites which cause diseases.

In sericulture lab eggs of mulberry silk worms are bought from Shadnagar or other Government Sericulture Departments. We rear the silk worms in our laboratory to show different stages of larvae. We also dissect the 5th Instar Larvae to show silk glands, tracheal system, mouth part, digestive system and reproductive system of moth. We also show the spinning of larvae and maintain chandrika for this purpose. We conduct field trips to show raring, reeling and auctioning of the cocoon in cocoon market at Tirumalgiri. In Eri silk work we have conducted research to get double benefit to the farmers by using castor plants. Castor seeds are used for oil, usually castor leaves are wasted, but used for raring of Eri silk worm for getting Eri silk. We have taken four genotypes for our experiments to know which one will give more yield and beneficial to the farmer and conducted different experiments on this aspect by raring Eri silk worm in different seasons.

Tissue culture lab carries out micro propagation of plants based on the principle of toti potency of cells. It involves the culturing of different parts of plants called ex plants on the culture medium to develop the whole plant under in vitro conditions and then transferring them into the green house to adopt them to the natural conditions. We are having well equipped tissue culture lab in our college. The tissue culture procedures of medium preparation sterilization and inoculation are carried on in the well equipped tissue culture laboratory having laminar air flow, BOD, Autoclave, digital weighting machines. The incubation of the cultured tubes is carried on in the lab having optimal photo periods maintained by the laminar tubelights and the temperature is maintained by the air conditioners fixed in the tissue culture laboratory. The academic curriculum involves culturing of carrot root explants on the Murashige and Skoogs medium (1962) with hormonal supplements to promote callus development which was taken up by the students under the supervision of the staff. It was noticed that with a changing concentrations of auxins and cytokinins that callus development showed best response. However significant increase in auxin concentration promoted rhizogenesis and increased in the cytokinin concentration promoted caulogenesis.

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

Response: 14

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

2016-17	2015-16	2014-15	2013-14	2012-13
5	0	3	2	4

File Description	Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research	
Response: No	
File Description	Document
Institutional data in prescribed format	View Document

3.3.2 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

3.3.3 Number of Ph.D.s awarded per teacher during the last five years	
Response: 0.4	
3.3.3.1 How many Ph.Ds awarded within last five years	
Response: 2	
File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years	
Response: 0.08	
3.3.4.1 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
10	7	7	15	8

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

3.3.5 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: 0.03

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

2016-17	2015-16	2014-15	2013-14	2012-13
3	3	2	4	6

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

3.4 Extension Activities

3.4.1 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 college NSS Wing with Units-I, II,III conducts several programs sensitizing students to social issues by organizing seminars, awareness programmes and health checkup camps (Eye Donation, Blood donation), Food fests for cause, Shramadhan Programmes- Swachh Bharat, Haritha Haram, National Integration programmes, conducted field visits to Vidhehi Ashraman -Orphanages, old age homes, intercollegiate competitions. NSS volunteers aswell participated in several extension activities like Pulse polio drives, AIDS awareness, Anti corruption rallies and 5K Runs held for cause in collaboration with the various NGO's (MAARI Foundation, JSS, STARS Foundation, Seva Bharati, Pratham NGO), Hospitals (L.N Gupta, NIMS, Vasan Eye Care Hospital), Private companies(ITC). Volunteers also took part in various programmes and mega camps conducted by University, State & Central Government Departments (ACB, GHMC, TSACS) for the neighborhood community development.

The NSS Wing of Sarojini Naidu Vanita Maha Vidyalaya strives to involve in community service and extends a helping hand to the fortunate country men and bridges the gap between the educated and the uneducated by various skill development programmes. Our volunteers have their holistic development with their active involvement and dedication towards Social work. Our NSS volunteer's personality is developed imbibing good qualities through-

- Understanding the community in which they work
- Understanding themselves in relation to their community
- Identifying the needs and problems of the community and involve them in problem-solving
- Developing among themselves a sense of social and civic responsibility
- Utilize their knowledge in finding practical solutions to individual and community problems
- Develop competence required for group-living and sharing of responsibilities
- Gain skills in mobilizing community participation
- Acquire leadership qualities and democratic attitudes
- Develop capacity to meet emergencies and natural disasters and
- Practice national integration and social harmony

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

Response: 5

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

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

File Description	Document
Number of awards for extension activities in last 5 years	View Document

3.4.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

Response: 3896

3.4.3.1 Number of extension and outreach programs conducted in collaboration with industry,community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc.,year wise during last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1000	1000	700	196	1000

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

3.4.4 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: 18.02

3.4.4.1 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 last five years

2016-17	2015-16	2014-15	2013-14	2012-13
500	450	450	400	350

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

3.5 Collaboration

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

Response: 0

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

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

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

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

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during last five years

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

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	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 located in the heart of Hyderabad city in the Exhibition Grounds, spread over an area of 3.8 acres has adequate facilities for teaching and learning:

- The institution has 60 classrooms which includes 16 e-classrooms with 2 smart boards.
- There are 30 well equipped science laboratories for Under Graduate and Post Graduate courses.
- There are in all 8 Computer Labs to cater to the needs of the B.A., B.Com., B.Sc., M.Com.,M.Sc., and M.B.A. students with over 300 computing systems.
- There is a separate computer centre with 12 computers to cater to the Netizens.
- There are four different Audio-Visual seminar halls to conduct extension/guest lectures.
- An independent 600 seating capacity auditorium helps the institution in conducting various academic and non-academic pursuits like Seminars, Conferences, Workshops, FDPs, Orientation/Induction of the Fresher's, Fresher's Day, Teachers Day, Farewell Party etc.

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

Response:

The institution has adequate facilities for both Sports & Games and Cultural activities:

Sports & Games:

Outdoor Games:

- Games like Archery, Athletics, Karate, Sepak Tekraw, TenniKoit, Twaikon do, Throw Ball, Volley Ball are conducted in the open arena.

Indoor Sports:

- Sport activities like Chess, Carroms, Fencing, Gymnastics, Judo, Wrestling and Yoga are the indoor activities provided to the students.

Gymnasium:

- The Hostel attached to the college houses a Gymnasium which can be used both by the hostellers and the day-scholars.

Cultural Activities:

- The students of Vanita have ample opportunities to showcase their cultural talent, may it be dancing, singing, mimicry, classical music (instrumental or Vocal), drama, skits, mime, dance ballet etc, the college has an excellent auditorium facility with 750 seating capacity, good acoustics, lighting system and green room facility.
- The *Aloki* Arcade is a small open air arena which is also used for mini cultural presentations.

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

Response: 31.25

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 20

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: 49.62

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

2016-17	2015-16	2014-15	2013-14	2012-13
16	33	60	71	29

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 institution has three separate libraries, for UG, PG and MBA. The libraries are automated using Integrated Library Management System (ILMS). We are using NEWGENLIB Software with 3.1.2 version.. Though the libraries are fully automated as far as issue –return of books, OPAC provision, Reports, Library access etc., it is yet to be fully automated with regards to journals. Since the past 5 years there has been an enhancement in the number of books with the addition of 5635 books.

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

Response:

The Library is in existence in the institution since its inception in 1962. It used to cater to the PUC sections initially and later, intermediate and UG sections. In 1988 with the introduction of PG courses, a separate PG Library was established in 1992. With the addition of MBA course, a separate MBA Library was established in 1997. Presently there are three separate libraries for UG, PG and MBA. Since 55 years of its existence the library has collection of rare and encyclopaedia sets for Sciences and Social Sciences. Since the past 5 years there has been an addition of books related to Civil Services, UGC NET/SET, PG CET, LAW CET, GATE and TOEFL exams.

File Description	Document
Any additional information	View Document

4.2.3 Does the institution have the following:

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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 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: 3.98

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

2016-17	2015-16	2014-15	2013-14	2012-13
2.8	4.8	3.6	4.9	3.8

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: 8.24

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

Response: 208

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

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi**Response:**

Institution frequently updates its IT facilities including Internet/Wi Fi facilities.

Academic : Purchase of new computers with the revamping of curriculum is carried out as per requirement. There are two separate internet connections (Beam Fibre Optic) with 3999 Mbps Per annum with approximate 750 GB usage. In the last 5 years, **18 LCDs** and **2 Smart Boards** have been purchased. An additional Computer Lab for B.Com (Computers) with 50 additional systems has been established.

Administration: As most of the official work is online like, admissions, examinations, scholarship, payments etc, which necessitates the frequent upgradation and purchase of necessary paraphernalia for office use. In the last 5 years 103 computers have been added apart from 10 computers purchased under the buyback scheme. The total number computers at present are 376.

Apart from computers, the Gestetner copy printer with dual power and Canon Digital A3 Photocopier with colour Scanning and Network card (duplicating machine) are maintained and upgraded as per necessity. 6 KVS UPS has been purchased for the Language Lab and 3.5 KVS Home UPS for the auditorium has been purchased.

Signage Boards: 7 LED signage boards of 46" with required software and HCL PC have been purchased.

CC Cameras: The college and Hostel premises are under electronic surveillance.

4.3.2 Student - Computer ratio

Response: 6.41

File Description**Document**

Student - Computer ratio

[View Document](#)

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

<5 MBPS

5-20 MBPS

20-35 MBPS

35-50 MBPS

Response: ≥ 50 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: 24.27

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

2016-17	2015-16	2014-15	2013-14	2012-13
57	18	8.2	8.7	15.5

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	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:

There are established systems and procedures for maintaining and utilizing the following Physical, academic and support facilities:

- **Class Rooms:** The sub-staff of the institution maintain the cleanliness, hygiene, sweeping and mopping on a daily basis. The furniture is well maintained and if necessary repaired on an annual basis or is replaced with new furniture as and when required. The Black Boards and Glass Boards

are maintained annually.

- The Science Labs have the lab attenders and the lab assistants who keep a track of the lab equipment and its day-to-day maintenance. The cleanliness is taken care of by the sub staff. The wear and tear of the equipment is well taken care of by the Head of the Department. With the up gradation of syllabus new equipment is purchased by following the regular procedure of quotations and placing order. Annual inter-departmental stock checking is carried out to check the proper maintenance of the equipment.
- There are three separate libraries for UG, PG and MBA. The libraries have day-to-day maintenance with regards to cleanliness. The annual library checking by the Departments provides for a total overhauling once in a year. The librarians take care of the issue and return of the books to the faculty as well as students. A separate register for students and faculty is maintained to track the number of visitors. The reading and reference section is also well maintained. Annual budget allocation is made to the Departments to purchase books as per the requirement.
- **Sports arena:** A regular maintenance of the outdoor grounds and indoor sports facilities is carried out under the supervision of the physical directress. Annual inter-departmental stock checking is carried out to check the proper maintenance of the equipment. An annual budget allocation for purchase of new equipment is made. As there is lot of wear and tear in sports equipment repairs and new purchase of equipment as and when necessary.
- An Annual Maintenance Contract (AMC) is given to Power Soft Solutions, where repairs, up gradation, replacement and upkeep of the systems along with printers, scanners are carried out. In case of syllabus revision, upgradation of software is needed is also carried out.
- The auditorium is revamped and renovated with cushioning of the seats and enhanced acoustics and lighting, flooring. It is also equipped with ITC Portable Lectern Model T with 2 hand mikes.

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: 77.31

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

2016-17	2015-16	2014-15	2013-14	2012-13
2358	1868	1279	1579	2139

File Description

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

Document

[View Document](#)

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

Response: 3.66

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

2016-17	2015-16	2014-15	2013-14	2012-13
63	69	96	94	112

File Description

Number of students benefited by scholarships and freeships besides government schemes in last 5 years

Document

[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. 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

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: B. Any 6 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

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

Response: 11.44

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

2016-17	2015-16	2014-15	2013-14	2012-13
418	550	300	35	76

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefitted 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 last five years

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

File Description	Document
Details of the students benefitted by 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: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document
Any additional information	View Document

5.2 Student Progression

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

Response: 22.15

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

2016-17	2015-16	2014-15	2013-14	2012-13
319	199	139	202	17

File Description	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: 3.08

5.2.2.1 Number of outgoing students progressing to higher education

Response: 24

File Description	Document
Details of student progression to higher education	View Document
Any additional information	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/ TOFEL/ Civil Services/State government examinations)

Response: 0.08

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

2016-17	2015-16	2014-15	2013-14	2012-13
3	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year wise during last five years

2016-17	2015-16	2014-15	2013-14	2012-13
779	793	794	806	781

File Description	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: 16

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 last five years

2016-17	2015-16	2014-15	2013-14	2012-13
8	3	0	0	5

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

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

Response:

Since there is a ban on the conduct of Students Union elections, the institution does not elect any formal students' council. At the base level, every class has a Class Representative (CR) and an Assistant Class Representative (ACR) representing the students. The CRs and the ACRs are guided in all activities by a committee called the 'Student Advisers' comprising 6 to 7 faculty members drawn from amongst the staff members, giving equal representation to the Arts, Science and Commerce Faculty. The activities/ issues pertaining to the academic, non-academic, administrative, literary or cultural are brought to the notice of the students vice-versa faculty through the Student Advisers.

The outgoing final year students and the active students in various activities are given varied opportunities to voice their opinion and participate in different activities.

There is student representation in the anti-ragging committee and the grievance redressal cell functions based on the feedback from the students.

The Heads of Departments, Vice-Principals, PG Director and MBA Director are accessible to the issues related to the students and the Principal through interaction with the CRs and ACRs makes it a point to keep herself updated about the academic and non-academic activities of the students.

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

Response: 28.4

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

2016-17	2015-16	2014-15	2013-14	2012-13
27	28	29	31	27

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 alumni association is registered under the Society Registration Act 2001 with Registration Number 497 on 15th April 2005, and has been contributing immensely since then. The alumni association conducts its annual meetings and once in three years the executive body is elected afresh. There are almost 30% alumni as teaching faculty in the institution who apart from teaching contribute immensely by participating in various academic and non-academic bodies like academic committee, Hostel Committee, Students Advisors, NSS, NCC, Sports and Games, Library etc.

During the last five years, the alumni have participated in several activities and have contributed to the development of the institution.

2012-2013:

1. **Smt.Sabita Bhamadapati**, Cine Actor, (Saptapadi fame) was the Guest Speaker on the occasion of International Women's Day on March 8th 2013 and addressed the students and staff and brought the importance of the women's education and the need to build up a career for every woman.
2. **Smt.S.Vani**, Advocate, Supreme Court of India, was the Chief Guest on the occasion of Hostel Day and addressed the Hostellers about the imports of the women rights and courage to fight and stand up for justice..

2013-14

1. **FDP:** A Faculty Development Programme on 'Art of Teaching' was conducted on 26th and 27th August 2013 to some of the U.G and P.G faculty members. The FDP was in collaboration with Enhance Edu, IIT Hyderabad and the resource persons were **Dr.Sandhya Kode, Director, Enhance Edu, IIT (Alumna)** and her team.
2. **Musical Event:** As part of Golden Jubilee celebrations, a Grand Musical Evening was held on 30th September 2013. Eminent singers like Mr.Rahul, (EEGA fame), Ms.Sravanabhargavi (PadutaTeeyaga fame) and Ms.Sahiti (ZEE Sa Re Ga Ma Pa). This was a fund raising event,

‘VanitaSwarnanidhi’ and the funds are used under ‘NIPUNI’ to impart different skills to our students free of cost.

3. **Vanita Alumnae Golden Jubilee Re-union:** Reconnect to recollect was the theme for the Vanita Alumnae Golden Jubilee Re-union held on 16th November 2013.
4. **Smt.S.Sujatha Reddy, Former Captain, A.P Handball Team** and our Alumna Guest of Honour on Annual Sports Day on 27th November 2013.

2014-15

1. **Ms. Diana David**, International Cricketer and Alumna was the Guest of Honour on 2nd December 2014 on the occasion of Annual Sports Day and inspired the students on importance of sports in every.

2015-16

1. Vanita Alumnae Reunion was held on 23rd January 2016, and elections were held for the new Executive Body. **Mrs.V.Mrunalini**, enlightened the audience on the Psycho-oncology and the personal experience of overcoming the depression with courage and self-determination.
2. On the occasion of the Birth Anniversary of Sarojini Naidu on 13th February, **Mrs.P.Madhavi Devi**, Member ITAT (Income Tax Tribunal) was the Chief Guest and **Dr.SadhanaKatlakuntla**, Assistant Professor, University Science College, Saifabad, Osmania University, was the Guest of Honour.

2016-17

1. Sarojini Naidu 138th Birth Anniversary celebrations on 13th February. On this occasion, **Mrs.Aruna**, alumna inspired the people to join a political career like Smt.Sarojini Naidu.

5.4.2 Alumni contribution during the last five years

<1 Lakh

1 Lakh - 3 Lakhs

3 Lakhs - 4 Lakhs

4 Lakhs - 5 Lakhs

Response: 1 Lakh - 3 Lakhs

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during last five years

Response: 5

5.4.3.1 Number of Alumni Association /Chapters meetings held year wise during last five years

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

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

NVAAC

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:

Vision

“Training Women for a challenging Future through Value Based Education”

Mission

“Educate, Empower and Liberate”

Motto

"*Vidya Vinayena Shobhate*" - Humility adds Luster to Education

The governance of the institution is reflective of an effective leadership in tune with its Vision, Mission and Motto.

The institution with a history of 55 years of existence and named after Late Smt.Sarojini Naidu, Poet, Freedom Fighter and Nightingale of India, an epitome of Leadership is an inspiration to one and all in this institution.

- At the helm of affairs in the institution is the Principal whose calibre is reflective in the ‘Team Work’ carried out by the teaching and non-teaching staff, both in the academic, non-academic and administrative endeavours carried out in the institution.
- The Principal in consultation with the Governing Body and faculty members designs and implements the policies and plans of the college from time to time.
- The Principal interacts with the Core Committee, Heads of Departments, Faculty, Non-teaching Staff, Class Representatives, Students’ as when there is necessity.
- The leadership of the Principal enables the smooth functioning of academic and non-academic activities in the institution.
- The Principal as a liaison between the Management and the Staff undertakes all developmental activities in academic, administrative, infrastructural and other activities.

The overall progressive functioning of the institution reflects the efficiency of the leadership in attainment of the Vision and Mission of the institution.

6.1.2 The institution practices decentralization and participative management

Response:

The institution practices decentralization and participative management

- The Principal is at the helm of affairs with regards to day-to-day administration. The Principal is a link between the Governing Body and the Staff. All policy decisions are carried out by the Management, which in turn are notified to the teaching and non-teaching staff by the Principal. There is also a staff representative on the Governing Body.
- The Principal is in-charge of all the academic and non-academic activities in the institution. The Principal is assisted by the core committee comprising the Vice-Principals (3), PG Director, Intermediate I/c Principal, MBA Director. Important decisions are outcomes of discussions within the core committee which are communicated to concerned persons, authority for implementation.
- The Principal conducts Staff and Heads of Departments meetings at regular intervals to communicate information from Osmania University, Commissionerate of Collegiate Education, Telangana State Council for Higher Education, AICTE, UGC etc., important discussions are carried out before implementation notifications.
- There are various academic and non-academic committees in the institution involving faculty members and office staff. Academic committees are involved in activities like admissions, examinations, time table, academic schedule, library purchases, purchase of equipment, research activities etc.
- The students' services activities are conducted by the concerned committees. A number of clubs function under the students services and involve student representation.
- Committees like Scholarship, Grievance Redressal Cell, Anti-Ragging, involve teaching and non-teaching involvement.
- All the committees function under the supervision and guidance of the Principal. All the committees have involvement, participation and contribution of faculty members.

File Description	Document
Any additional information	View Document

6.2 Strategy Development and Deployment

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

Response:

- The Perspective/Strategic planning is carried out in the institution by the Governing Body. The Governing Body comprising the members of the Osmania Graduates' Association and Exhibition Society, sponsor and manage the institution in all developmental activities.
 - There are five committees under the Governing Body which are involved in perspective planning.
1. Office Bearers: Office bearers meet frequently and take decisions on various administrative issues and other important matters and recommend to the sub committees such as Finance committee,

Academic committee, Hostel committee.

2. Academic Committee: The Academic Committee functions for the overall academic development of the institution. Introduction of new courses, recruitment of faculty, permission to organize Seminars/Conference/Workshops.
3. Finance Committee: The Finance Committee takes care of financial requirements of the institution. To review annual audit report and comply with the suggestions, sanction amounts for infrastructure development and purchase of computers, equipments etc. and their maintenance, consider issues pertaining to scholarships/ fee reimbursement/ institutional scholarship, sanction amounts for conduct of conference/ seminars/ workshops, Payment of staff salaries, Grant of loan facilities.
4. Construction Committee: The Construction Committee takes decisions about new constructions, renovation and maintenance of the physical structure and civil works. the committee has a consultant engineer as an expert advisor.
5. Hostel Committee: The Hostel Committee undertakes issues pertaining to the Hostel.
6. The Governing Body endorses upon the decisions with due diligence.
7. IQAC: The IQAC works in tandem with the Governing Body and the Principal as a liaison coordinates the functioning the institutional activities pertaining to the academic, administrative, financial, infrastructural and other activities.

The institution has transparency and maintains documents pertaining to Perspective/Strategic Plans and their deployment.

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:

ORGANIZATIONAL CHART

Management (Governing Body)

Office Bearers	Academic Committee	Construction Committee	Finance Committee	Hostel Committee
Chairman	Chairman	Chairman	Chairman	Chairman
Vice Chairman	Vice Chairman	Vice Chairman	Vice Chairman	Vice Chairman
Hon. Secretary	Hon. Secretary	Hon. Secretary	Hon. Secretary	Hon. Secretary
Hon. Treasurer	Hon. Treasurer	Hon. Treasurer	Hon. Treasurer	Hon. Treasurer
Principal	University Rep. Member Member Principal Staff Representative	Principal Consultant Engineer Member from Office	Member Member Member Member Principal	Member Member Member Member Principal/Ch

Internal Academic, Administrative and Hostel Organization

Academic	Administrative	Hostel
Principal	Admin. Officer	Principal/Chief warden
HODs	Senior Assistant	Warden
Teaching Faculty	Junior Assistant	Matrons & Office Staff
	Record/Lab Assistant	Kitchen Staff
	Computer Operators	Sub Staff
	Lab Attenders	
	Stenos	
	Sub Staff	

Functions of the Committees

At the apex of the institution is the Governing Body assisted by four sub committees – Academic, Finance, Office Bearers and Hostel Committee. The decision of the sub committees requires the final approval of the Governing Body for implementation.

1. Academic Committee: The Academic Committee functions for the overall academic development of the institution. It takes decisions pertaining to the

- Introduction of new academic programmes, certificate courses, diploma courses etc.
- Procedure for admissions into UG courses for increasing number of sections
- Organization of Seminars/ Conferences/ Workshops
- Analysis of Annual results
- Analysis of feedback forms and action to be taken

1. **Finance Committee:** The Finance Committee takes care of financial requirements of the institution. The important functions of the committee are

- To review annual audit report and comply with the suggestions
- To sanction amounts for infrastructure development and purchase of computers, equipments etc. and their maintenance
- To consider issues pertaining to scholarships/ fee reimbursement/ institutional scholarship
- To sanction amounts for conduct of conference/ seminars/ workshops
- Payment of staff salaries
- Grant of loan facilities

1. **Office Bearers:** The Office Bearers perform the following functions

- Office bearers meet frequently and take decisions on various administrative issues and other important matters and recommend to the sub committees such as Finance committee, Academic committee, Hostel committee and Governing Body

1. **Hostel Committee:**

The Hostel Committee undertakes

- To review the functioning of the hostel
- To provide/ expand infrastructural facilities
- To ensure provision/ maintenance of hostel building and other amenities like solar water heaters, RO/ Mineral water plant, Hostel rooms, Dining Halls, etc
- Appointment of cooks
- Maintenance of general health/ hygiene etc.

Service Rules: Service rules are maintained as per Government/Osmania University/AICTE Rules

Recruitment and Promotional Policies:

- The aided faculty is appointed as per Government Rules. Due to the ban on recruitment on aided vacancies, presently the college has only 12 permanent faculty members including the Principal and there are 72 sanctioned vacancies which are filled by the Management with full time ad hoc appointments as per the requirement.
- The full time / adhoc faculty are appointed through a formal procedure of the advertisement and selection committee by interview / demonstration as per the guidelines prescribed by Osmania University.
- The promotion policy for the aided staff is based on the number of years of service, completion of Orientation and Refresher Courses and the norms applied by the State Government from time to time through Career Advancement Scheme (CAS).
- The promotion policy for the faculty of Department of Business Management is as per the rules of Osmania University/AICTE.
- The promotion policy for Management sanctioned posts is as per seniority.

Grievance Redressal Mechanism:

A Grievance Redressal Cell comprising the Principal, Vice-Principals, PG Director, MBA Director, I/c Principal, Intermediate, Representatives from the Student Advisors, Time Table Committee, NCC Officer, NSS Programme Officer, Physical Directress, Hostel Warden, Scholarship, Examinations and building Caretaker. Feedback forms are collected from the students at the end of the academic year. Suggestion/Drop boxes are available for the students to drop in their Suggestion/grievances. The committee analyses the suggestions/grievances from time to time and necessary action is taken.

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

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

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

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

Response:

The institutional effective performance is based on the efficient functioning of various committees. Decentralization and participative management is evident through the formation of academic, student services, faculty related, and extra-curricular related activities.

The various committees in the institution are:

- 1.ACADEMIC COMMITTEE** comprises a) EXAMINATION COMMITTEE b) TIME TABLE COMMITTEE c) ADMISSION COMMITTEE d) LIBRARY COMMITTEE e) RESEARCH COMMITTEE
- 2. ANTI-RAGGING COMMITTEE 3. GRIEVANCE REDRESSAL CELL 4. SCHOLARSHIP COMMITTEE**
- 5. ALUMNI COMMITTEE 6. HOSTEL COMMITTEE 7. MAGAZINE COMMITTEE**

8. CANTEEN COMMITTEE 9. STUDENT ADVISORY COMMITTEE 10. CLUB ACTIVITIES

All the committees conduct their functions under the guidance of the Principal and conduct meetings and maintain the minutes of the meetings. The implementation and progress of the decisions is followed up from time to time.

The staff meetings are usually related to the notifications of admissions, academic schedules, syllabi, examinations which are conducted at regular intervals.

The Grievance Redressal Cell regularly collects feedback, analyses and corrective measures are carried out in due course. The feedback analysis is appended to the AQAR sent to NAAC and also uploaded on the college website.

The Anti-Ragging committee prohibits any ragging activity in the institution and makes the campus fresher's friendly.

The records and minutes of the meeting are meticulously maintained by all the committees in the institution.

6.3 Faculty Empowerment Strategies**6.3.1 The institution has effective welfare measures for teaching and non-teaching staff****Response:**

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

The welfare measures for the teaching and non-teaching staff are

- Annual hike in salary
- NET/SET, M.Phil and Ph.D increment
- Sanction of Maternity leave, Earned leave
- Additional benefit of EPF and ESI facility
- Gratuity benefit on superannuation as per rules.
- Free education for girls of class IV employees working under OGA institutions
- Loan facilities, like Education Loan, Medical loan and Marriage Loan to teaching and non-teaching staff.
- Festival advance for non-teaching staff.
- One time non-refundable benefit for purchase of school books to class IV employees.

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: 5.59

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 last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	4	4	12	8

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: 0.6

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 last five years

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

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 programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years

Response: 17.04

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 last five years

2016-17	2015-16	2014-15	2013-14	2012-13
21	32	5	9	32

File Description	Document
Details of 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:

The institution has performance appraisal system for teaching faculty. Commissionerate of Collegiate Education, Government of Telangana State has introduced the system of Annual Academic Audit since the past three years. The colleges in the state of Telangana are assessed on the basis of the 7 Criteria given by NAAC along with the individual Teacher Evaluative Report, which evaluates the annual record of the teacher pertaining to the student centric activities, teacher development activities and maintenance of records and the overall contribution to the institution. Apart from this there are Academic Performance Indicators (API), which are maintained to assess the individual performance and are mandatory for the Permanent Aided faculty under the Career Advancement Scheme (CAS).

The Principal as the chief authority looks into the administrative and academic activities of the college. The delegation of work stretches from Principal to the Core Committee comprising Vice-Principals (3), PG Director, Intermediate I/c Principal and MBA Director, HODs of various departments. Monitoring and scrutiny of administration and academic activities are duly reviewed at UG, PG and MBA.

To evaluate the teaching and non-teaching staff performance, a students' feedback mechanism is put into practise. Further the grievances of the student are confidently reviewed under the Grievance Redressal Cell and necessary action is taken by the Principal year wise.

Alternatively a suggestion box is also posted at various places in the institution in order to address students' grievances and suggestions. The Principal also with the core committee looks into the grievances and suggestions periodically. The principal personally addresses the grievances individually in a flexible manner

The Principal along with the core committee has interactive sessions with the CRs and ACRs to evaluate the teaching and non-teaching staff performance.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institution conducts internal and external financial audits regularly.

Internal Audit:

- The institution has its own auditor, who on an annual basis conducts the internal audit.
- The institution is sponsored and managed by Osmania Graduates' Association and the Exhibition Society, which funds the institution with the Development Grants towards development of infrastructure, laboratories, ICT facilities etc. our parent body also conducts annual inspection before the release of grants and financial audit after the utilisation of grants.

External Audit:

- The Commissionerate of Collegiate Education (CCE), Government of Telangana, conducts annual financial audit on submission of financial statements and provides the audit report.
- Once in five years the Accountant Generals (AGs) office conducts its audit on submission of the government (CCE) audit reports. .
- The funds received from the governmental agencies like the social welfare departments towards SC, ST, OBC, EBC and Minority scholarships are audited by the concerned departments.
- Funding towards conduct of Seminars, Conferences, workshops, Major and Minor Research Projects from UGC are audited and utilization certificate is submitted.
- The institution maintains transparency in all its financial transactions like collection of fees, payments of salaries, payments of bills to the vendors, etc which are done through banks.
- The Vigilance Department also conducts the inspection and checks/verifies the financial transactions of the institution.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropers during the last five years (not covered in Criterion III)**Response:** 12.75

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

2016-17	2015-16	2014-15	2013-14	2012-13
1	.75	0	9	2

File Description**Document**

Details of Funds / Grants received from non-government bodies during the last five years

[View Document](#)**6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources**

Response:

Institutional strategies for mobilisation of funds and optimal utilisation of resources are:

- The major source of fund collection is through fee collection from the UG, PG and MBA sections. As the institution is aided and affiliated college, the fee structure is as per the government and Osmania University rules prescribed for the aided and the self-financed courses.
- At the PG and MBA level few seats are allocated in the Management Quota but the fee structure is almost on par with the convenor quota fee.
- The funds mobilized through fee collection are optimally utilized for payment of salaries and other statutory benefits of teaching and non-teaching staff recruited by the Management.
- The University Grants Commission (UGC) gives financial assistance for General Development Assistance (GDA), Remedial Classes, conducting Seminars, Workshops, Conferences, Major and Minor Research Projects under the Plan periods.
- Our Parent Body, Osmania Graduates' Association and Exhibition Society sanctions annual Development Grants and special grants to upgrade the physical, infrastructure and academic facilities.
- The funds from our parent body are utilized to upgrade the facilities and amenities to the students based on the feedback from them. The departmental needs are fulfilled based on the requirements proposals from the Heads of Departments.
- A fund raising Musical Event was organized on 30th September 2013. The fund thus generated has been deposited and the interest accrued is utilised through 'NIPUNI' – the Skill Development Centre, for imparting various skills to the interested students. Apart from academics, the institution tries to equip the students with additional skills and encourage them for establishing their own enterprise and be self-employed and financially independent.
- The alumni association raises funds through contributions from alumni, which are utilized for academic and non-academic alumni activities enriching the students with their experiences..
- The philanthropic contributions for awarding Gold Medals or Cash Prizes to the meritorious students in general and subject proficiency at UG, PG and MBA level, are used for rewarding the students and encouraging them to strive for academic excellence.

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:

The Internal Quality Assurance Cell works in tandem with the Governing Body. The Principal is the link between the IQAC and the Management. Most of the important decisions are taken by the Governing Body and the implementation is taken up by the Principal along with the teaching and non-teaching staff. The Internal Quality Assurance Cell has contributed significantly for institutionalising the quality assurance strategies and processes in the institution by:-

- Systematizing the academic and non-academic procedures in the institution.
- Benchmarking the quality standards and enhancing the quality which have been the forte of the

IQAC

- Meticulous maintenance of documents and records in the institution.
- Regular conduct of meetings, decision making and implementation practices.
- Motivating the departments to undertake incremental activities.
- Maintaining, renovating and adding the infrastructural facilities.
- Facilitating the fulfilment of the Vision, Mission, Motto and the objectives of the institution.
- Supervising and controlling the routine functioning of the academic and non-academic activities.
- Incorporating an overall inclusive atmosphere in the institution and providing a sense of belonging to the stakeholders.

Quality assurance strategies and processes towards Student development are institutionalized through IQAC by:

- Giving an impetus to the multi-faceted student centric activities in the institution.
- Conducting field/educational trips.
- Enhancing the employable capabilities of the students through placement cell, career counselling, civil services and banking service coaching.
- Developing entrepreneurial capabilities through Skill Development Centre.
- Instilling confidence in the students through conduct of inter-class and inter-collegiate sports, literary and cultural competitions.
- Enforcing a sense of commitment and confidence due to the presence of Grievance Redressal Cell, both, to the students and staff.

Quality assurance strategies and processes towards Faculty development are institutionalized through IQAC by:

- Being a driving force to the Faculty Development Programmes.
- Providing stimulus to the conduct of Conferences/Seminars/Workshops on current topics.
- Encouraging the staff to upgrade their qualification and participate in seminars/conferences/workshops
- Regular interaction with the staff.
- Adopting modern teaching techniques and relevant technology.
- Overseeing the functioning of various committees.

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 reviews its teaching learning process, structures and methodologies operations and learning outcomes at periodic intervals through:

- Conduct of exams: Unit, Tests, Internal assessments, Term exams, Pre-finals, end semester exams and annual exams.
- Result Analysis: Department wise and teacher wise result analysis is made after the declaration of results. Based on the results outcome, Principal conducts staff meeting and analyses the need for

improvement in case of deficiency and appreciates in case of excellence.

- Feedback: Feedback on teachers, teaching methodologies, teaching aids, teaching facilities, infrastructure requirement is assessed by the grievance redressal cell and action is taken where ever necessary.
- The Commissionerate of Collegiate Education (CCE), Government of Telangana, annually conducts academic audit which is coordinated by the IQAC and the evaluative report of the audit team helps in reviewing the teaching learning processes in the institution.
- The interaction between the Management and the staff helps in assessing the teaching learning processes in the institution.

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

Response: 10

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
15	12	7	11	5

File Description

Document

Number of quality initiatives by IQAC per year for promoting quality culture

[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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. 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 for the preceding five years with regard to quality (*in case of first cycle*) and post accreditation quality initiatives (*second and subsequent cycles*)

Response:

Curricular Aspect:

- Introduction of CBCS for UG and PG - 2016-17 and MBA from 2015-16.
- Semester system for UG along with AECC, SEC, GE and DSC courses for UG.
- Faculty as members in syllabus revision committees, Board of Studies in Osmania and Autonomous colleges and also on editorial boards of national and international journals.
- A subject related certificate course in MS Office by the Department of Commerce in collaboration with Jan Sikashan Samsthan.
- NIPUNI – Skill Development Centre offers skill enhancing value added courses like Tailoring, Beautician, and Fabric Painting.
- MoU with SETWIN, a Government of Telangana undertaking offers certificate course in DTP and Fashion Designing.

Teaching learning and Evaluation:

- Online admissions for UG courses by the Government of Telangana
- Use of new ICT based teaching techniques.
- Experiential teaching through conduct of field trips.
- Award of Ph.D to 14 faculty members
- 13 faculty members qualified NET/SET exams
- 13 faculty members attended orientation/refresher courses
- 86 faculty members attended FDPs and Short term courses
- 125 extension and guest lectures were conducted
- 124 faculty members participated as resource persons during the last 5 years

Research, Consultancy and Extension Services

- 2 Major and 9 Minor Research Projects completed & 2 on going Minor Research Projects
- Many Publications and paper presentations
- 1 National Seminar, 1 State Seminar, 3 FDPs, 1 Entrepreneurial Development workshop, 1 Ten Day Workshop, 1 Two Day lecture seminar, 1 Two Day Science Exhibition, 14 various Seminars, FDPs organized
- 1 Indira Gandhi national NSS Award, 1 State NSS Award, 3 other awards for NSS and NCC.

Infrastructure and learning Resources:

- Additional Nutrition, Biochemistry, Computer and Electronic Labs
- Purchase of 18 LCDs and 2 Smart Boards
- Construction of New Committee Room, Golden Jubilee Hall, New Entrance,
- Renovation of auditorium and cushioning of seats.
- RO plant
- Renewable solar energy
- 2 Rain water harvesting pits
- Signage boards
- Electronic surveillance
- Fire safety system
- Tiling of corridors
- Purchase of 103 additional computers
- WiFi and 300 Mbps Internet facility
- 5584 books added to the libraries

Student Support and Progression:

- 25% Placements
- NIPUNI – Skill Development Centre / Short term skill enhancing courses
- Civil Services/ Banking Service Coaching Centre
- MoU with SETWIN for DTP and Fashion Designing
- International and National Sports and National cultural achievements
- Musical Nite and funding to NIPUNI

Governance, Leadership and Management:

- Proactive Management
- Infrastructure enhancement
- Organization of Seminars/conferences/FDPs/ Workshops/Musical Nite.
- University toppers in M.Sc Zoology for 3 consecutive years
- 33 Best Teacher Awardees
- Incremental financial benefits to the management recruited teaching and non-teaching staff.

Institutional Values and Best Practices

- Extension Lectures and exposure to students on Environment, Gender, Human Values and Professional Ethics, Fundamental Duties, Human Rights.
- An awareness campaign to fight against the evils in the society like drug abuse, corruption, eve teasing
- Free Skill enhancing courses through NIPUNI
- Jeevandhara – the database of staff and students for Blood Donation.
- Practical exposure to High School Students on career opportunities through OPEN DAY
- Imparting of Skills to the rural Telangana through NSS.
- Robust functioning of the student services activities including various clubs.

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: 10

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

2016-17	2015-16	2014-15	2013-14	2012-13
3	1	1	3	2

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

Response:

Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security: The institution is an exclusive women's college situated in the Exhibition Grounds. There is a two level security system for the students. One is at the entrance of the grounds and the other is at the college entrance. There is 24 hour security system. The institution is also under electronic surveillance system. There is fire safety system in tune with the government rules and regulations. The college has sufficient exit routes in case of emergency. The college gates are closed from 10.00 am to 3.00 pm.
2. Counselling: The College has a counsellor to take care of career and personal counselling. Whenever the students feel the necessity, they approach the counsellor. The counsellor also organizes career orientation lectures and works in tandem with the Placement Cell. The senior faculty members of different subjects, address the students from time to time about various career opportunities available to them and benefits of women empowerment. Sometimes the students also narrate certain personal issues, which are resolved either by the counsellor or by the concerned faculty, Head of the Department or the core committee along with the Principal. Sometimes, counselling is also required for the parents and in all these issues, a level of secrecy is maintained.

3.Common Room: There is ample space available in the institution for our students who are exclusive girls. There is canteen for the students to interact and enjoy the leisure time or there is terrace space for the students either to study, to prepare for competition or any other activities.

7.1.3 Alternate Energy initiatives such as:

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

Response: 8.68

7.1.3.1 Annual power requirement met by the renewable energy sources (In Kilowatt)

Response: 11457

7.1.3.2 Total annual power requirement (In Kilowatt)

Response: 132000

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: 0

7.1.4.1 Annual lighting power requirement met through LED bulbs (In Kilowatt)

7.1.4.2 Annual lighting power requirement (In Kilowatt)

Response: 84000

File Description	Document
Details of 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:

- Solid waste management : Solid waste management in the institution may be classified as municipal

waste, which is disposed of on day-to-day basis and the other waste like old furniture, lighting equipment, fans, civil works waste is disposed under scrap.

- Liquid waste management: There is no generation of liquid waste in the institution except from the Chemistry labs, which is usually drained .
- E-waste management: The institution manages its E-waste through the buyback system of Computers. The old computers are replaced with the new systems. The outdated models are usually disposed of as scrap.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

The institution has ample open ground and underground water table is well maintained. There are two rain water harvesting pits in the institution and one pit in the hostel. The rainwater harvesting pits were structured in the year 2016 with 7’x7’x7’ dimensions. These pits help in the retention of the water table and help in the reinforcement of water levels in the borewell. There is also ample supply of municipal water which fulfils the requirements of potable water and water for other purposes.

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:

- a) **Bicycles:** Bicycle is a randomly used mode of transport by the students and staff.
- b) **Public Transport:** Public Transport is the most commonly used mode of transport to reach the destination. Nearly 70% of the students avail bus pass facility and travel by the local Telangana State transport buses. 2% of the students who come from the distant places travel by train or MMTS. 75% of the teaching and Non-teaching staff travels by public transport.
- c) **Pedestrian friendly roads:** As the college is situated in the Exhibition Grounds, there are well laid roads, with very little traffic, and ample free space for the students to walk carefree within the campus.
 - **Plastic-free campus:** Though there is awareness about the hazards of the use of plastic and propagation to reduce, reuse and recycle plastics, the institution makes a sincere attempt to maintain the campus eco-friendly with reduced use of plastics.
 - **Paperless office:** Though the office is not completely paperless, there is reduced use of paper. An attempt is made to carry out most of the communication either through mails, websites or apps. To

circulate notice and information to the students, signage boards or public address system is used. Communication of meetings and other important issues to the faculty is through intercom facility or the official group app.

- Green landscaping with trees and plants: The College has ample greenery within the premises. A botanical garden is maintained for practical exposure to the students. Potted plantation is maintained within the institution both for conservation of environment and also beautification of the institution. As the college is situated in the Exhibition grounds, there is lot of greenery outside the institution. The institution under the annual '*Vanamahotsavam*' or '*Haritha Haaram*' programme undertakes tree plantation.

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

Response: 1.69

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

2016-17	2015-16	2014-15	2013-14	2012-13
1	5.8	0.10	0.10	0.10

File Description	Document
Any additional information	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 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:** C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years**Response:** 11

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

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	3	2

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:** 8

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

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

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

<p>7.1.12 Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff</p> <p>Response: Yes</p>

<p>7.1.13 Display of core values in the institution and on its website</p> <p>Response: Yes</p>	
File Description	Document
Provide URL of website that displays core values	View Document

<p>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</p> <p>Response: Yes</p>	
File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

<p>7.1.15 The institution offers a course on Human Values and professional ethics</p> <p>Response: Yes</p>	
File Description	Document
Any additional information	View Document

<p>7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions</p> <p>Response: Yes</p>

<p>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</p>
--

Response: 35

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

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

Response:

The institution maintains and nurtures the values and ethos of the nation by organizing national festivals and cherishing the noble ideas of the great Indian personalities.

- The institution is named after the great freedom fighter, poet, '*Bharat Kokila*' an embodiment of women empowerment, Late Smt.Sarojini Naidu. Every year, we celebrate the birth anniversary of Sarojini Naidu on 13th February and organize literary and cultural events cherishing her literary contributions. Our students, beautifully depict and enact the poems of Sarojini Naidu like "Palanquin Bearers", "Bazars of Hyderabad", "Bangle Sellers", "Indian Weavers" etc. We also organize inter-class or inter-collegiate literary competitions, Poetry Fest etc and inspire the students to emulate our national leader.
- Every year we celebrate the Independence Day, Republic Day, Telangana formation day on 2nd June, National Integration Day on 31st October, Flag Day, Teachers Day, Voter's Day, National Science Day, Hindi *Divas*, Telugu *Dinotsavam*, Physics Day, Mathematics Day etc.
- Bathukamma festival is the state festival of Telangana state which is celebrated with pomp and fervour by the students, teaching and non-teaching staff.
- We observe the death anniversary of Mahatma Gandhi by maintaining 2 minutes silence.

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

Response:

The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions:

Financial Transparency : All financial transactions in the institution are either online or through banks. Payment of fees by the students is through challan in the bank. Online salary payment is made to the teaching and non-teaching staff. Statutory deductions like Employee State Insurance Corporation (ESIC), Employee Provident Fund (EPF), Professional Tax and Property Tax payments are made online. Examination fees are paid online to the Osmania University. Scholarships amounts are directly deposited into the accounts of the students. Annual internal and external financial audit brings out financial transparency and the audit reports are submitted as and when required to the concerned departments.

Academic:

Admissions: The academic process begins with the admissions for UG and PG courses. At the UG level till 2015-16, admission process was done manually at the institutional level on the basis of merit and reservation rules of the government. Since 2016-17, the admission process is online, conducted by the Commissionerate of Collegiate Education through the website, www.dost.cgg.in. Allocation of students to various courses is on the basis of preferences of courses and choices of colleges, given by the students in their online application. Slide over facility is also provided to the students within the stipulated period of time. The PG admissions right from the beginning of the courses have been through an entrance examination conducted by the Osmania University. Students are allotted to the institution based on their ranking and the fees are as per the stipulations of the Osmania University. 10% of the seats are allotted under the management quota, for which the fee payment is through bank challan.

Examination: Examination forms are submitted online, Hall tickets and question papers are sent online by the university. Uploading of attendance in the exam and internal and assignment marks is made online. Hence the process is absolutely transparent. The final results are notified by the university on the website.

Teaching: The Teaching process carried out in the institution is as per the Osmania University syllabi and guidelines. Maintenance of academic schedule, teaching plan, teaching diaries, attendance registers, activities registers, marks register, is done on a day-to-day basis. Academic audit is conducted by the Commissionerate of Collegiate Education and Osmania University. Student feedback is collected and action is taken as per the requirement.

Administrative: There is transparency in administrative matters. Administration is carried out by hierarchy of officials designated to various positions. Principal, at the apex keeps herself abreast of all internal and external official matters and clears all the files with the help of the concerned officials. All official records are well maintained and documented. The institution also follows the RTI Act 2005 and displays the information of Public Information Officers in-charge for resolution of issues pertaining to RTI queries. An overall decision making, policy decision implementation, and supervision is conducted by the Governing Body

Auxiliary: The institution maintains documentary evidence of all student and staff activities.

7.2 Best Practices

7.2.1 State at least two institutional best practices (as per NAAC template)

Response:

The two best institutional practices are:

- 1.- Skill Development Centre: In today's fast moving world due to globalization and technological advancement and machine age, skills have taken a back seat. The focus has been more on technology and knowledge towards global ventures. There is a need for skill building to enhance the productivity, sustenance and economic growth. Skill building is a powerful tool to empower the individuals and improve their social acceptance.

As an initiative towards women empowerment, a Skill Development Centre, named *NIPUNI*, was inaugurated on 25th September 2014.

Mission: The objective of NIPUNI is to enable large number of Vanita students to take up training in various skills which will help them in securing a better livelihood and self-sustenance at low/zero cost.

The aim and goal of NIPUNI is to encourage the skills in young girls and ensuring them for self-employment and financial independence which will lead to the success of women in particular and nation in general.

Funding:

NIPUNI is being funded by 'Vanita Swarnanidhi' which was generated by organizing a Musical event on the occasion of Golden Jubilee celebrations of the institution. The fund thus generated has been deposited in the bank and the interest generated is utilised through NIPUNI to conduct different Skill Development Programmes free of cost. The courses conducted are, Tailoring, Beautician, Fabric Painting and the number of beneficiaries so far are 971 students.

The Skill Development Centre has been making an effort to fulfil the Vision of the institution of "Training women for a Challenging Future through Value Based Education"

1. Skill Development in Rural Telangana: An initiative towards women empowerment of rural Telangana, the three units of National Service Scheme (NSS) have been making an effort by teaching different skills to rural women towards self-employment, financial independence and self-sustenance and sustainable development. The NSS units have been conducting various programmes over the years of adoption of villages, rural camps, community service in orphanages, old age homes, hospitals etc.

The NSS Special camp with the theme "YOUTH FOR EDUCATION- SKILL DEVELOPMENT AND DIGITALISATION" was conducted in 3 Mandals- Ibrahimpatnam, Yacharam and Manchal covering over 26 villages. It was conducted with the inspiration of Pradhan Manthri Kaushal Vikas Yojana- a flagship scheme of Ministry of Skill Development and Entrepreneurship (MSDE). The objective was to enable a large number of Indian Youth to take up industry relevant skill training that will help them in serving a better livelihood.

Our groomed students could train most of the villagers reaching over 6000 people. The following skills were focused intensively apart from conducting other regular activities

- Detergent making -Surf, Sabena and Phenyl
- Digital Literacy- Computer skills, Net banking and cashless transactions
- Thread Bangles and Earrings
- Art and Craft
- Candle making
- Best out of waste -Recycled items
- Home Décor- Door Carpets
- Paper and Jute Bags
- Nail Art
- Hairstyles & Beauty tips

NSS contribution has been the Best Practice of the institution as an initiative of Skill development and women empowerment.

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:

Vision

“Training Women for a Challenging Future through Value Based Education”

Mission

“Educate, Empower and Liberate”

Motto

“*Vidya Vinayena Shobhate*” – ‘Humility adds Lustre to Education

The institution has had a golden existence of 55 years. Since its inception, the institution has been rendering yeoman service to the society in the field of women’s education and is providing multi-faceted opportunities towards empowerment and liberation of women and striving towards attaining gender equality. It has been the endeavour of the institution and also our parent body ‘Osmania Graduates’ Association’ of providing education to the people of the Telangana region in general and women in particular. Sarojini Naidu Vanita Maha Vidyalaya has been determined towards the fulfilment of this endeavour, and with this objective, the institution has not only been giving opportunity for education to the local students of Hyderabad but also providing opportunity to the rural students by through the Hostel facility. The Vanita Hostel accommodates 530 students from different districts of Telangana State which began with just 100 hostellers.

In tune with the Vision and the Motto of providing education, the institution has multiple disciplines with 17 Under Graduate and 7 Post Graduate Courses including MBA. Apart from education, the institution believes in holistic development of the students, hence provides multiple opportunities in diverse fields of Sports and Games, NCC, NSS, Sangeet Vanita, NIPUNI, Civil Services Coaching, Banking Services Coaching, Career Counselling, Placement Cell, literary and cultural activities.

In pursuit of its Vision, the institution, gives exposure to the students through conduct of extension/guest lectures on subject related and general topics. A thrust is given for topics related to Human Values, Gender Sensitization, Biodiversity, Environment, Safety and Security of Women. A general awareness is spread amongst the students by organizing lectures on topics like Drug Abuse, Corruption, Duties of Citizens, and Organ Donation etc. in fulfilment of imparting value based education and institutional social responsibility.

The holistic development of Vanita students enriches them with core competencies and equips them to

carve out a career for themselves in the field of their choice and interest and contribute to the nation building.

NAAC

5. CONCLUSION

Additional Information :

Motto: “ *Vidya Vinayena Shobhate*” – Humility adds Lustre to Education

Objectives:

- Quality education for personality development
 - Education for elevation of status of women
 - Education endowed with purpose and vision to be ideal mothers and citizens
 - Imparting education that is functionally useful and relevant to meet the growing demands of the present society
-
- **Hostel:** The institution has an attached hostel established in the year 1991 with a capacity of 100 hostellers. Presently it can accommodate 530 students. The hostel is an additional advantage in fulfilment of the Vision and Mission of the institution.

Concluding Remarks :

The institution has made an earnest effort to present the SSR in accordance with the NAAC rules and regulations. Since the last accreditation (2nd cycle) based on the peer team report, it has been the endeavour of the college to keep up with the developmental activities with enhanced benchmarking of quality standards by the Internal Quality Assurance Cell (IQAC).

A holistic approach towards students' progress is the vision of the institution and a concerted effort by the stakeholders contributes in attainment of the core values.