

**TARA GOVERNMENT COLLEGE,  
(AUTONOMOUS)**

**Sangareddy, Sangareddy District, T.S.**

*(Reaccredited 'B' Grade with 2.75 CGPA in March 2013)*



**Internal Quality Assurance Cell (IQAC)**

**Submission of**

**Annual Quality Assurance Report (AQAR)**

**For the academic year 2016-2017**

**Submitted to**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

# The Annual Quality Assurance Report (AQAR) of the IQAC, Tara Government College, Sangareddy, Sangareddy District, Telangana State.

*Tara Government College, Sangareddy, Sangareddy District, Telangana, reaccredited by NAAC in March 2013 with CGPA of 2.75 on four point scale at "B+" Grade, submitting its annual self-reviewed progress report to NAAC, through its IQAC. The AQAR is with the details of the results achieved in key areas, in accordance to the perspective plan identified by the institutional IQAC at the beginning of the academic year 2016-17. The period of the AQAR is from June 1, 2016 to May 30, 2017 of the Academic Year 2016- 17, submitted on 5<sup>th</sup> December 2018.*

## Part – A

### 1. Details of the Institution

Name of the Institution	TARA GOVERNMENT COLLEGE, SANGAREDDY
Address Line 1	Prashanth Nagar
Address Line 2	
City/Town	SANGAREDDY, Sangareddy Dist
State	TELANGANA
Pin Code	502 001
Institution e-mail address	tara.sangareddy@gmail.com
Contact Nos.	09440890253
Name of the Head of the Institution:	Sri. B. Rajendra Kumar, M.Sc.,M.Phil
Tel. No. with STD Code:	08455-276507
Mobile:	09440890253

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

NAAC Track ID :

Website address:

Web-link of the AQAR:

### Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+		2006	5 Years
2	2 <sup>nd</sup> Cycle	B	2.75	2013	5 Years
3	3 <sup>rd</sup> Cycle	Nil			
4	4 <sup>th</sup> Cycle	Nil			

Date of Establishment of IQAC: DD/MM/YYYY

AQAR for the year (for example 2010-11)

### Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR for the year 2013- 14 submitted to NAAC on 11.12.2018
- ii. AQAR for the year 2014- 15 submitted to NAAC on 19.12.2018
- iii. AQAR for the year 2015- 16 submitted to NAAC on 19.12.2018

### Institutional Status

University  State  Central  Deemed  Private

Affiliated College

Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

**Type of Institution:** Co-education  Men  Women

Urban  Rural  Tribal

**Financial Status:** Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

**Type of Faculty/Programme**

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

NIL

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

Osmania University, Hyderabad  
– 500 007, TELANGANA.

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

Autonomy by State/Central Govt. / University

AUTONOMY

University with Potential for Excellence

NA

UGC-CPE

NA

DST Star Scheme

NIL

UGC-CE

NIL

UGC-Special Assistance Programme

NIL

DST-FIST

NIL

UGC-Innovative PG programmes

NIL

Any other (Specify)

NIL

UGC-COP Programmes

NIL

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

No. of Teachers

Four

No. of Administrative/Technical staff

One

No. of students

One

No. of Management representatives

One

No. of Alumni

One

2.6 No. of any other stakeholder and

-

Community representatives

No. of Employers/ **Industrialists**

One

No. of other External Experts

-

Total No. of members

Ten

No. of IQAC meetings held

Four

**No. of meetings with various stakeholders:**

20

No.

Faculty

15

Non-Teaching Staff - 15    Alumni -02    Others - 01

**Has IQAC received any funding from UGC during the year?** Yes

No

If yes, mention the amount

NA

### **Seminars and Conferences (only quality related)**

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

Total Nos.

4

International

National

State

Institution Level

4

**(ii) Themes**

- Yoga and its importance.
- Autonomy and its responsibilities.
- National education day.
- Human Rights

**Significant Activities and contributions made by IQAC**

**The college was granted Autonomous status by UGC- New Delhi from the year Academic year 2016-17 for a period of Six academic years.**

- The IQAC of the Institution Coordinated, encouraged different departments of the institution in conducting **Two (2) National level seminars and one (1) Workshop** during this academic with the funds of UGC.
- **Minor research projects** sanctioned to the various faculty of the college are in process of completion/completed.
- IQAC took lot of efforts in raising the courses (UG & PG) offered by the institution from mere few courses to 30 (10 PG & 20 UG) courses.
- Construction of a Hostel building for S.C Boys by Social welfare department is possible only by the efforts taken by IQAC in convincing the Higher officials about the need of a boys hostel in the college. The building is completed and is opened for the benefit of students of the college.
- Being the **Identified College the Principal** of this College holds **monthly review meetings with the Principals of all Government Degree Colleges** in the District on Academic, Administrative and Developmental Activities of the Colleges on first Saturday of every Month.

**Plan of Action by IQAC/Outcome**

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

Plan of Action	Achievements
enclosed-Annexure 1	enclosed in Annexure-I

2.15 **Whether the AQAR was placed in statutory body**

Management

Syndicate

**Yes**

**No**

**any other body**

**CPDC & Staff Council**

**Provide the details of the action taken**

AQAR is placed before the College Planning and Development Committee (CPDC) and Staff Council and got the approval of the Committees.

**Part - B**

**Criterion - I**

**1. Curricular Aspects**

**Details about Academic Programmes**

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
<b>PG</b>	10	01	10	Nil
<b>UG</b>	20	01	08	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
<b>Certificate</b>	03	Nil	Nil	04
Others	Nil	Nil	Nil	Nil
<b>Total</b>	<b>30</b>	<b>02</b>	<b>18</b>	<b>04</b>
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

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

**(ii) Pattern of programmes:**

Pattern	Number of programmes			
<b>Semester</b>	30 Programs			
Trimester	Nil			
<b>Annual</b>	20 Programs			

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

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



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

Syllabus for UG & PG programs for the academic year 2016-17 was revised.

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

Nil

## Criterion - II

### 2. Teaching, Learning and Evaluation

Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	22	21	01	Nil	Nil

**No. of permanent faculty with Ph.D.**

11

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
Nil	14	Nil	Nil	Nil	Nil	Nil	Nil	Nil	14

**No. of Guest and Visiting faculty and Temporary faculty**

Guest-35

Nil

Contract - 08

**Faculty participation in conferences and symposia:**

No. of Faculty	International level	National level	State level
Attended Seminars/	Nil	35	10
Presented papers	Nil	16	5
Resource Persons	Nil	Nil	Nil

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

- Mentoring and counselling services
- Use of visual aids like OHPs, ICT-Power Point Presentation (PPT), Smart Boards, Online Question Papers.
- Seminars, Group Discussions, Debates, Quiz programmes.
- Field trips and industrial visits.
- Student study projects & organising various programmes to enrich staff and students

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

187

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

The college was granted Autonomous status by UGC- New Delhi from the year Academic year 2016-17 for a period of Six academic years. The college follows semester pattern.

Conduction of Internal and external examinations. Setting and evaluation of external exam paper and answer scripts by external faculty from Universities and College. Multiple choice questions for Internal exams.

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

17

Nil

Nil

**Average percentage of attendance of students**

89%

**Course/Programme wise**

**Distribution of pass percentage (2015-16) :**

Title of the Programme	Total no. of students appeared	Distinction %	
		1	TARA GDC(A), SANGAREDDY
		B.COM	48.10%
		B.SC.(M)	49.43%
		B.SC.(B)	50%
		Total (%)	<b>52.5%</b>

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	86	5	11	15	22	62.24%
B.Com	79	4	6	19	9	48.10%
B.Sc.	155	8	19	23	27	49.67%

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

- Evaluation of teaching and learning process by Academic Audit team from Commissioner of Collegiate Education, Hyderabad, Telangan state.
- Meetings with different departments.
- Result Analysis
- Feed back from students and staff.
- Review meetings by Principals, Teaching diaries verification, conducting student centred activities, tests, exams, assignments, student projects, seminars.
- Academic Performance Indicators (APIs) for Faculty Members.
- Academic Administrative and Developmental performance indicator (AADPI) for Principal.

### Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
<b>Refresher courses</b>	01
UGC – Faculty Improvement Programme	01
HRD programmes	-
<b>Orientation programmes</b>	01
<b>Faculty exchange programme</b>	-
<b>Staff training conducted by the university</b>	03
Staff training conducted by other institutions	04
Summer / <b>Winter schools, Workshops</b> , etc.	-
Others	02

### Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	16	9	Nil	Nil
Technical Staff	5	Nil	Nil	Nil

## Criterion – III

### 3. Research, Consultancy and Extension

#### Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Department of Physics & Chemistry conducted National Level Seminars.

Department of Micro Biology conducted State Level Workshop funded by UGC-SERO, Hyderabad.

Students are also encouraged to do study projects and it was included as part of curriculum.

Student Study Project done by the Student of Political Science is selected as State Level Best Study Project in Political Science subject during Jignasa- a state level student study project presentation conducted by the Commissioner of Collegiate Education, Hyderabad for Degree college students of Telangana state.

Teaching Staff are encouraged to attend Academic Trainings, Conferences and Seminars and to apply for Minor/ Major Research Projects.

The MRPs sanctioned to the Faculty Members of the college got completed and the reports were submitted.

#### Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs				

#### Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	07	Nil	11 (4 MRPs sanctioned were returned to UGC)	07
Outlay in Rs. Lakhs	17.95 Lakhs	-	-	17.95 Lakhs

### Details on research publications

	International	National	Others
Peer Review Journals	04	Nil	Nil
Non-Peer Review Journals	Nil	Nil	Nil
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	25	05

### Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

### Research funds sanctioned and received from various funding agencies, industry and other organisations

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

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

ii) Without ISBN No.

### No. of University Departments receiving funds from

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

**For colleges** Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

**Revenue generated through consultancy**

No. of conferences organized by the Institution	Level	International	National	State(workshop)	University	College
	Number	Nil	02	01	Nil	Nil
	Sponsoring agencies		UGC, TSCHE	UGC	<input type="text" value="Nil"/>	District Resource Centre

**No. of faculty served as experts, chairpersons or resource persons: 05**

**No. of collaborations** International  National  Any other

**No. of linkages created during this year**

**Total budget for research for current year in lakhs:**

From funding agency  From Management of University/College

Total

**No. of patents received this year**

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

**No. of research awards/ recognitions received by faculty and research fellows of the Institute in the year**

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

**No. of faculty from the Institution who are Ph. D. Guides and students registered under them**

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

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

JRF  SRF  Project Fellows  Any other

**No. of students Participated in NSS events:**

University level  State level

National level  International level

**No. of students participated in NCC events:**

University level	<input type="text" value="80"/>	State level	<input type="text" value="50"/>
National level	<input type="text" value="30"/>	International level	<input type="text"/>

**No. of Awards won in NSS:**

University level	<input type="text"/>	State level	<input type="text" value="01"/>
National level	<input type="text"/>	International level	<input type="text"/>

**No. of Awards won in NCC:**

University level	<input type="text" value="04"/>	State level	<input type="text" value="05"/>
National level	<input type="text" value="04"/>	International level	<input type="text"/>

**No. of Extension activities organized**

University forum	<input type="text" value="04"/>	College forum	<input type="text" value="07"/>
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NCC	<input type="text" value="05"/>	NSS	<input type="text" value="05"/>	Any other	<input type="text" value="13"/>
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**Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility**

1. International Yoga Day (21/06/2016)
2. Shells & Coins Exhibition
3. Awareness programme on Voters day(25/1/2017)
4. Telangana Haritha Haaram (Plantation of plants by the students, faculty & Officials, Political Leaders) in the month of August.
5. Competitions conducted on "Relevance of Gandhi in 21<sup>st</sup> century" on 02/10/2016 by dept of Political science.
6. Azadi-70 Independence Day Celebrations & Yad Karo Qurbaani.
7. Constitution Adoption day (26/11/2016)
8. National Volunteer Blood Donation & AIDS Day (01/12/2016)
9. Success Mantra (Personality Development Programme).
10. National Seminars (Dept. Of chemistry & Physics) from 28/12/2016-29/12/2016 & 29/12/2016 -30/12/2016.
11. Workshop (Dept. Of Micro Biology) on 17/01/2017
12. Workshop on Human Rights (Dept. Of Political Science) on 30/03/2017.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	20 acres	Nil	Govt. Land	20 acres
Class rooms	28	Nil	Government	28
Laboratories	17	Nil	Government	17
Seminar Halls	01	Nil	Govt.	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	60	Nil	UGC, State Government and Spl. Fee	60
Value of the equipment purchased during the year (Rs. in Lakhs)	140	2 lakhs	Government	142 Lakhs
Others				

#### Computerization of administration and library

- Automation of College Office.
- Students Online admissions.

#### Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17500	8,00,000	1690	2,26,130	19190	1,026,130
Reference Books	4600	3,40,000	230	67938	4830	4,07,938
e-Books		14000		4000		18000
Journals	124	16000	05	1800	05	17800
e-Journals		45000		15000		60000
Digital Database						
CD & Video	70	13500	10	1000	80	14500
Other Specify						



### Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsin g Centres	Computer Centres	Office	Depart -ments	Others
Existing	178	05	84	30	09	03	18	
Added	--	Nil	---	--	Nil	Nil	--	
Total	178	05	84	30	09	03	18	

### Computer, Internet access, training to teachers and students and any other programme for Technology Up gradation (Networking, e-Governance etc.)

- Installation of three (3) smart boards in the college.
- All the Department are provided access to Net.
- All the official correspondence is being done through online only
- Wi-Fi enable college office.
- All the Non- Computer Students are also provided Training in Computer Skills.
- MS-Office training for the college faculty.
- Students of this College and outside the College are provided employability skills like- Computer Skills, English Language Speaking Skills, Aptitude Skills and Communication Skills through Telangana State Knowledge Centre (TSKC).
- TALLY Certificate training is offered to students of commerce by the department of Commerce.

### Amount spent on maintenance in lakhs:

i) ICT	0.50 Lakhs (Rs. 50,000/-)
ii) Campus Infrastructure and facilities	0.20 Lakhs (Rs. 20,000/-)
iii) Equipments	Nil
iv) Others	Nil
<b>Total :</b>	<b>0.70 Lakhs (Rs. 70,000/-)</b>

## Criterion – V

### 5. Student Support and Progression

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

- Orientation Programme to the first year students in the beginning of the Academic Year. In the programme students are given brief introduction about the Institution and the supporting services available in the Institution.
- College Hand book.
- Carrer guidance and Placement cell.
- College conducts Students Assembly every day by name Spoorthy-Sookthy and provides information about the day to day activities of the College, and also through various meetings.
- Through Mentors (faculty) of different classes.
- Hostel facility is available for the students of SC community in the college campus itself run by the department of Social welfare.
- Faculty Members are nominated as Mentors to every Class to give counselling to the Students to their Academic and Personal problems.

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

- Evaluation through Tests and exams.
- Conduction of Unit tests, Quarterly, Half yearly and Pre final exams.
- Each Department maintains Records with regards to the students performance
- Marks are entered in the Central Student progression register.
- Academically backward students are given Remedial Coaching.

(a) Total Number of students

UG	PG	Ph. D.	Others
1791	412	06	Nil

(b) No. of students outside the state

05

(c) No. of international students - Nil

Men	No	%	Women	No	%

Last Year	This Year

General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
243	851	312	624	4	2034	275	903	349	674	2	2203

Demand ratio: BA-1:3, B.Com-1:4, B.Sc-1:5      Dropout % - 5%

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

- Coaching for P.G. Entrance examinations.
- Students are provided employability skills through TSKC and Career Guidance Centre.
- Communication skills are imparted to the students of the college by the department of English

**No. of students beneficiaries**

70

**No. of students qualified in these examinations**

NET  SET/SLET  GATE  CAT

IAS/IPS etc  State PSC  UPSC  Others

**Details of student counselling and career guidance**

- Class mentors(faculty) provide Academic and Personal counselling to the students.
- Placement drive conducted by TSKC
- Through **Telangana State Knowledge Centre (TSKC)** and Career Guidance Cell Students are provided with relevant information about the opportunities available and proper guidance is being given from time to

**No. of students benefitted**

76

**Details of campus placement**

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
10	480	30	83

### Details of gender sensitization programmes

- Women Empowerment Cell was established on 26.12.2011. The Principal of the College is the Chairperson.
- Senior women Staff Member Dr. Ch. Jyosthna, Asst. Prof. in Poli. Sci. is Coordinating the Cell.
- Gender sensitisation as non-core subject is introduced to the students.
- Legal Awareness programme was conducted for the Girls Students. Awareness program on Health Issues for Girls was conducted.
- Human rights day was celebrated.
- International women's day was celebrated.

### Students Activities

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

State/ University level  National level  International level

#### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	05	7000/-
Financial support from government	1700	70 Lakhs
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

### Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

**Major grievances of students (if any) redressed:**

**Grievances Redressal Cell** was established with a senior faculty as the in-charge and grievances like fee payment, revaluation problems, scholarship issues, bus Passes and fee reimbursement issues are sorted out in a student friendly atmosphere. Our priority is always student welfare.

**Criterion – VI**

**6. Governance, Leadership and Management**

**State the Vision and Mission of the institution**

**Vision:** To provide relevance and quality in higher education to the socially and economically backward people and under-privileged sections of this part of Telangana region.

**Mission:** The College makes value based pioneering efforts:

- To facilitate intellectual stimulations to create meritorious students and disseminate knowledge.
- To enable the students to meet the challenges of a collaborative & Competitive globalized environment
- To hone each and every student's strengths and abilities
- To equalize opportunities to women, weaker sections of society and people belonging to backward area to empower themselves.

**Does the Institution has a management Information System**

- Online students Admission
- Record of Admissions, Scholarships, student attendance is maintained.
- Examination department is computerised.
- The Institution is having the Management and Information System (MIS) within the Institution, and being District Identified College with other Colleges in Medak District and with the Head of the Department at State level.
- The Institution being the Identified College regular communication is maintained with the Head Office, the affiliating University and the UGC-South East Regional Office (SERO).

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

## **Curriculum Development**

- The college was granted Autonomous status from this academic year 2016-17 to 2022-23) for a period of six academic years.
- Four of our Faculty are Members of the BOS in the affiliating University and involved in the Curriculum development activities.
- Board of studies meetings were conducted by each department with respect to design of curriculum.
- Meetings by all the departments with the respective University departments were held to design syllabus for UG and PG courses.
- Eighteen Faculties are acting as Chairpersons of the BOS of various Departments of the College. They are involved in Curriculum design and development of UG and PG courses.

## **Teaching and Learning**

- Use of smart boards.
- Orientation classes for the 1<sup>st</sup> year students.
- Extension and guest lectures are arranged.
- ICT enabled teaching.
- Student study projects are introduced in the curriculum.
- Personality development programmes are conducted.
- Utilization of ELL(English Language Lab) for enrichment of English skills to the students.
- JAM, Daily Two words by dept of English.
- Student seminars.

## Examination and Evaluation

- The college was granted Autonomous status from this academic year 2016-17 to 2022-23) for a period of six academic years.
- The college is following semester pattern for UG & PG 1<sup>st</sup> year students.
- External question paper setting is done by Faculty from Universities and reputed colleges. Evaluation of external exam answer scripts are done by Faculty from Universities and reputed colleges.
- The Examination Cell under the Controller of the Examinations of the College conducts Internals and Externals Examinations of the I Year Students (UG & PG). The External Exam Answer Scripts of the Students will be evaluated Externally by eminent Faculty of various Colleges & Universities.
- The Institution is conducts Unit Tests, Quarterly, Half Yearly and Pre-Final Examinations for continuous Evaluation of the Students.
- Annual Examinations are being conducted by the Affiliating University for UG 2<sup>nd</sup> and 3<sup>rd</sup> year students and PG 2<sup>nd</sup> year students.

## Research and Development

- Departments of Physics conducted two day national seminar on 28<sup>th</sup> and 29<sup>th</sup> December 2016.
- Department of Chemistry conducted two day national seminar on 29<sup>th</sup> and 30<sup>th</sup> December 2016.
- Department of Micro Biology conducted state level workshop on 17/01/2017.
- Faculty Forum at College level and Inter University Faculty Forum at State level are established to encourage the Research activities among the Teaching Staff of the College.
- Nine ongoing minor research projects were completed in the College.
- One Faculty from Chemistry is pursuing Ph.D. programme under FIP programme .

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

- Development of e- classroom.
- ICT for effective teaching learning process by the college faculty.
- Use of Computers, LCD Projectors, Smart boards, PPTs.
- Uninterrupted power supply systems for all Computers.
- Inter Net facility to all the Departments including Laboratories, Library, College Office, and Principals Chamber.

### **Human Resource Management**

- Faculty are encouraged to Organise and to participate in seminars, conferences and workshops.
- Faculty are encouraged to present papers at various state, national, international conferences, workshops and seminars.
- Faculty are encouraged to publish papers in various journals of National and International reputation.
- Faculty development programmes.
- Faculty of the college serves as resource persons.
- Faculty of the college serve as resource persons for “National children science congress” conducted by the department of school education of Sangareddy district.
- The services of the Faculty are utilised through various developmental committees in addition to their regular Academic Work.
- The services of the faculty are used for Faculty Exchange Programme where Subject Teachers are not available in the sister colleges on District Resource Centre (DRC) platform.

### **Faculty and Staff recruitment**

- The college is Government institute. Recruitment is done by the Government of Telangana state.
- With best of our efforts the institution could get five faculty appointed by promotion and transfer to the college by the Commissioner of Collegiate Education in the existing vacancies.
- 20 guest faculty are engaged for the benefit of the students.

### **Industry Interaction / Collaboration**

- Various departments of the Institution has linkages with University departments
- The College is having collaboration with the District Government Hospital for conducting the Certified Course – Medical Lab



### Admission of Students

- Online student admission is done to the 20 UG courses.
- Online admission is done to the 10 PG courses.
- In addition to the regular programs the college is providing admission to the Students in UG and PG programs through Open University and Distance Education Centres.
- 90% of the Students admitted in the college belongs to BC, SC, ST and Minority community.

6.4

<b>Welfare schemes for Teaching</b>	Staff Mutual Benefit Fund (SMBF)
<b>Non teaching</b>	Staff Mutual Benefit Fund (SMBF)
<b>Students</b>	Scholarships, Fees Reimbursement through Government and Employability skills are being provided on free of cost under TSKC of the College.

**Total corpus fund generated**

**Whether annual financial audit has been done**

Yes

No

**Whether Academic and Administrative Audit (AAA) has been done?**

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
<b>Academic</b>	Yes	Commissioner, Collegiate Education	Yes	IQAC
<b>Administrative</b>	NO	---	Yes	Annual Verification Committees.

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

For UG Programmes    Yes  No

For PG Programmes    Yes  No

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

- Online Question Paper.
- External question paper setting is done by Faculty from Universities and reputed colleges. Evaluation of external exam answer scripts are done by Faculty from Universities and reputed colleges

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

Our College (Tara Government College, Sangareddy) is conferred with Autonomous Status from the academic year 2016-2017 for a period of six consecutive academic years from the academic year 2016-2017.

**Activities and support from the Alumni Association**

The Alumni association of the College is very active and Cooperative. The autonomous joint expert committee appreciated the Alumnus contribution to the college during their visit in August-2015. The Alumni is actively participating in the developmental activities of the College.

### **Activities and support from the Parent – Teacher Association**

- The Parent – Teacher Association is also very cooperative encouraging in the developmental activities of the college.
- Their suggestions are positively accommodated in the decisions taken by the college Staff and Principal.

### **Development programmes for support staff**

- Supporting staff are encouraged to enhance their academic qualifications.
- Supporting staff are encouraged to improve their I.T.Skills.

### **Initiatives taken by the institution to make the campus eco-friendly**

- Eco club was established in the college. Eco-Club conducts various awareness programmes for the Students.
- The Eco Club and Clean & Green club of the College is maintaining clean and green in the campus.
- Swachh Bharath and swachh college is conducted to clean the college premises regularly.
- Plantation is being done during “Haritha Haram” Programme and initiative of Government of Telangana.
- The Eco Club of the college promotes and encouraging plastic ban in the campus for protecting environmental pollution.
- Rain water harvesting.
- Rain water is collected in tanks and the collected water is used in the practicals conducted by the department of Chemistry.

## Criterion – VII

### **7. Innovations and Best Practices**

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

- Science Awareness Program by the department of Zoology.
- Use of ICT
- JAM sessions and Daily Two words conducted by the department of English
- Compulsory Student Study Projects.
- Mock interview programmes conducted by the Department of English.
- Imparting Computer skills knowledge to all non computer Students
- Certificate Courses offered by different Departments of the College.
- E-Class Room for teaching.
- Career Guidance Classes

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

Enclosed in Annexure-2

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

- SMBF ( Staff Mutual Benefit Fund)
- Computer Skills Knowledge to all the Students of the College.
- Conduction of Seminars/Workshops.
- Student Study Projects.

### Contribution to environmental awareness / protection

- Introduction of **Environmental Studies as non-core subject** to II year Degree students.
- **Eco Club** was established to conduct environmental awareness programmes in the college.
- Celebration of Ozone day every year.
- Swachh Bharath and swachh college is conducted to clean the college premises regularly
- Sparrow day is conducted.

Whether environmental audit was conducted? Yes  No

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

- New Lecture Halls (08) are under construction by RUSA Funds.

## SWOC ANALYSIS

### Strengths:

- Location of the college in the District head quarters.
- The college is established in a 20 acres of vast land.
- College was established in 1970's and well reputed in this region.
- Well qualified and experienced faculty.
- Faculty with Minor research projects.
- TSKC and ELL labs.
- More U.G and P.G. Courses.
- On campus Open university study centres (DR.BRAOU and PGRRCDE, Hyderabad).
- Transparent admission policy.
- Semester system of examinations and continuous Internal Assessment system for UG and PG course.
- Women empowerment cell counsels students on legal and women issues.
- Packed water plant for drinking.
- College student strength above 1000 in number.
- The college is a District Resource Centre (DRC).

### Weaknesses:

- Infrastructure needs to be improved. No of new lecture halls needs to be added to the existing Infrastructure.
- No Hostel facility for girls in the campus.
- First generation learners.
- Inadequate teaching and non teaching staff. Teaching positions are vacant. Teaching and non teachings are to be filled by the government as the college is a government college.
- Inadequate library facilities. Infrastructure of the library need to be improved.
- No major research projects.
- Limited consultancy services from the departments of the college.
- Inadequate budget for maintenance for aging infrastructure of the college building.
- Indoor stadium not yet completed.

**Opportunities:**

- Establishment of Interdisciplinary courses at UG level.
- Resarch activities can be accelerated due to qualified faculty.
- Vast spacious campus of the college provides space for expansion.
- Presence of the college near to Indian Institute of Technology(IIT), Hyderabad.
- Scope for alliances/MOU's/Linkage with Institutions or Industries.
- Conferment of Autonomous status by UGC.

**Threats/Challenges:**

- Lack of Fluency of English and communication skills for the first generation learners with rural background.
- More students of U.G 1st year lack communication and soft skills.
- Declining in the enrolment of few courses.
- Restricted financial resources for maintenance of infrastructure and equipment.
- College building very old.

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

- To strengthen research and developmental activities.
- Hostel building to the girl students.
- To start some Job oriented Programmes.
- To start various Certificate and add on Courses to enhance the employability of the college students.
- To make Linkages/MoUs with various Industries/Companies, so that the final year Students may be provided training.
- To arrange meeting with HRs of nearby Industries to know their needed expertise from the Students, so that final year students can be trained in those areas with Certificate Courses. So that the students can be placed in the respective Industries.
- To provide Online material to the Students.



***Sd/-***  
**Sri Y.Ramesh Babu**  
***Coordinator, IQAC***

**Sri. B. Rajender Kuamr**  
***Chairperson, IQAC & Principal***

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**Tara Govt.College(A),Sangareddy**

**Plan of Action and outcome (2016-2017)**

<b>ANNEXURE-I</b>				
<b>S.No</b>	<b>Department/Coor</b>	<b>Activity</b>	<b>Date</b>	<b>Outcome</b>
1	English	Helen Keller Jayanthi	6/27/2016	Conducted
2	Telugu	Telugu Basha Dinosthvam	8/29/2016	Conducted
3	Hindi	Hindi Divas	9/22/2016	Conducted
4	Political Science	Gandhi & Lal Bahadur Sastry Jayanthi	10/2/2016	Conducted
5	Public Admn.	National Integration Day	10/31/2016	Conducted
6	Chemistry	Hiroshima Day	8/6/2016	Conducted
7	Botany	World Environment Day	6/5/2016	Conducted
8	Zoology	International Tigers Day	7/29/2016	Conducted
9	Microbiology	World Hepatitis Day	7/28/2016	Conducted
10	Microbiology	World Diabetes Day	11/14/2016	Conducted
11	Commerce	Consumer Awareness Day Program	8/24/2016	Conducted
12	Commerce	Legal Literacy Day	10/1/2016	Conducted
13	Library Science	National Literacy week Celebration	11/14/2016	Conducted
14	Eco Club	Eco Fest	August, 3rd Week	Conducted
15	Women Empowerment	women's Equality Day	8/28/2016	Conducted
16	Literacy and Cultural C	Literacy day Celebration	9/8/2016	Conducted
17	Literacy and Cultural C	Bathukamma Festival	October	Conducted
18	UGC Coordinator	National Education Day	11/11/2016	Conducted
19	NCC	World blood Donors Day	6/14/2016	Conducted
20	NCC	Medical Camp	August, 2016	Conducted
23	NCC	Extension Activities	July, August-2016	Conducted
24	NCC	NCC Day	11/3/2016	Conducted
25	NSS	Medical Camp	August	Conducted
26	NSS	NSS Day	9/24/2016	Conducted
27	Physical Education	Anti ragging Day	7/24/2016	Conducted
28	Microbiology	World Polio Day	10/24/2016	Conducted



29	Academic Coordinator	Telangana Formation Day Celebration	6/2/2016	Conducted
30	Academic Coordinator	International Yoga Day	6/21/2016	Conducted
31	Academic Coordinator	Telangana ku Haritha Haram	July, August-2017	Conducted
32	Academic Coordinator	Abdul Kalam Vardhanthi	8/6/2016	Conducted
33	Academic Coordinator	Kaloji Narayan Rao Jayanthi	9/9/2016	Conducted
34	Academic Coordinator	Independence Day Celebration	8/15/2016	Conducted
35	Academic Coordinator	Republic Day Celebration	1/26/2017	Conducted
36	Principal	Staff Meeting	Every month	Conducted
57	All Departments	Students Study Projects	September to December, 2016	Conducted
58	All Departments	Educational Trips	November, 2016 to February, 2017	Conducted
59	Controller of Examinations	Semester end Exams	December, 2016 and May, 2017	Conducted
60	All Departments	Orientation Programme/Bridge Classes	July, 2016 & August, 2016	Conducted
	All Departments	Students Centric Activities Quiz, Group	August, 2016 to November, 2016.	Conducted
64	Telugu	Kaloji Narayana Rao Jayanthi	9/9/2016	Conducted
65	Political Science	Awareness Program on Gender Sensatization	8/4/2016	Conducted
67	Chemistry	Nagasaki Day	8/9/2016	Conducted
74	Microbiology	Rally on AIDS Day	12/1/2016	Conducted
80	History	Chakali Ailamma Vardanthi	9/10/2016	Conducted
86	Political Science	Legal Awareness Program	11/17/2016	Conducted
88	Political Science	human rights day	12/10/2016	Conducted
89	Chemistry	world Ozone day	9/16/2016	Conducted
91	All Departments	Telangana ku Harithaharam	7/15/2016	Conducted
92	Coordinator	National youth Day	1/12/2017	Conducted

94	Academic Coordinator	Babu Jagjivaram Birthday	4/5/2017	Conducted
95	Environment Club	World Sparrow Day	3/20/2017	Conducted
96	Physics	National Science Day	2/28/2017	Conducted
97	Physical Education	Conducted District level Sports Competition for Degree College Students	January,2017	Conducted
98	Academic Coordinator	District level Jignasa student study projects	Dec-16	Conducted
99	Dept of Chemsitry	National seminar	29 & 30 December	Conducted
100	Dept of Physics	National seminar	28 & 29 December	Conducted
101	Dept of Microbiology	State level workshop	17th December	Conducted

## Action Taken Report for the Academic year 2016-17

Plan of Action	Action Taken Report
Autonomous status	<ul style="list-style-type: none"> <li>➤ UGC Joint Expert Committee team visited the college in the month of August 2015 for assessment.</li> <li>➤ The college is granted Autonomous status for a period of six year from the academic year 2016-17.</li> </ul>
Curriculum	<ul style="list-style-type: none"> <li>➤ Being Autonomous college, the college has liberty to design curriculum to cater the needs of the students residing in the area.</li> <li>➤ All the departments conducted Board of Studies meetings and designed the syllabus and examination pattern.</li> </ul>
Examinations	<ul style="list-style-type: none"> <li>➤ The college follow semester pattern. Internal and external examinations are conducted to assess the students. Paper setting and evaluation of answer scripts are done by the faculty from the Universities and faculty from reputed colleges. Paper setting and evaluation is highly confidential.</li> </ul>
New Courses	<ul style="list-style-type: none"> <li>➤ Two new courses are introduced in the college from this academic year.</li> </ul>
Research and Development	<ul style="list-style-type: none"> <li>➤ Department of Chemistry conducted Two day National level seminar on 29 &amp; 30 December 2016.</li> <li>➤ Department of Physics conducted Two day National level seminar on 28<sup>th</sup> and 29<sup>th</sup> of December 2016.</li> <li>➤ Department of Microbiology conducted state level workshop on 17/01/2017.</li> </ul>
Faculty Development Programme	<ul style="list-style-type: none"> <li>➤ Refresher course-01</li> <li>➤ Orientation course-01</li> </ul>
Student study projects	<ul style="list-style-type: none"> <li>➤ Student are encourage to do study projects. Student study project done by the students of Political science was awarded state level best student study project in the subject of Political science during state level student study project competitions conducted by the Commissioner of Collegiate Education, Telangana state.</li> </ul>

Extension Activities	<ul style="list-style-type: none"> <li>➤ Blood donation camp</li> <li>➤ Science day</li> <li>➤ AIDS day</li> <li>➤ International yoga day</li> </ul>
Personality development	<ul style="list-style-type: none"> <li>➤ Personality development programme "success mantra" was conducted. Famous master trainer Akella Raghavender is the resource person for the programme.</li> </ul>
Technology	<ul style="list-style-type: none"> <li>➤ Wi-Fi enabled college office.</li> </ul>
Extension services	<ul style="list-style-type: none"> <li>➤ Three of our faculty rendered services as Judges for the "National Children Science Congress" conducted by the Department of School education of Sangareddy district.</li> </ul>
Awards	<ul style="list-style-type: none"> <li>➤ Dr. D. Karunakar , Asst Prof of Chemistry received Best teacher award from Commissioner of Collegiate Education, Telangana state.</li> <li>➤ Dr. A. Shankar Kumar , Asst Prof of Public administration received Best teacher award from Commissioner of Collegiate Education, Telangana state.</li> <li>➤ Dr. P. Damodar , Associate Prof of Botany and NCC officer of the college received NCC Officer award from Commissioner of Collegiate Education, Telangana state.</li> </ul>
Student Admissions	<ul style="list-style-type: none"> <li>➤ Online student admissions for UG 1<sup>st</sup> year students.</li> </ul>

## **BEST PRACTICES**

### **Best Practise- 1**

#### **1. Title of the Practise**

Staff Mutual Benefit Fund (SMBF)

#### **2. Objective**

- Financial benefits for Teaching and Non teaching staff of the college who are in financial need, on loan basis with less interest.

#### **3. The Context**

Teaching and nonteaching staff of the college get the source of funds during urgency when need financial support. Rate of Interest on credit taken from non banking sources is high. Approval and sanctioning of money through personal loan from banks take time. Lending the money/credit with less rate of interest is of much help for the staff who are in need.

#### **4. The Practise**

Teaching and Nonteaching staff join and become the members of the SMBF. Every member contribute/deposits an amount of Rs 500/-every month (Rupees Five hundred only). Separate account will be maintained for the SMBF in the bank. Teaching and Non teaching staff who are in need of money is given with less rate of interest. For every 6 months budget report is prepared and kept in the meeting. Interest is paid on the amount deposited by each member during this meeting that will be held for every six months. Rate of interest on deposit is Rs 1.25/- ( one rupee twenty five paise). Rate of interest on loan is Rs 1.50/- (one rupee fifty paise). The difference amount is accumulated and is given as honorarium for the Coordinator and a clerk who looks after the SMBF.

This SMBF practise was in continuation since 20 years.

#### **5. Evidence of success**

- The annual turnover of the SMBF is in Lakhs of rupees.
- All the teaching and Nonteaching staff got benefited by SMBF. Many are benefited during their hardships.
- NAAC peer team commended this practise and appreciated the system.

#### **6. Problems encountered and resources required**

NIL

# Best Practise- 2

## 1. Title of the Practise

### Admission t

## 2. Objective

- To increase the greenery in the college campus.
- To bring environmental consciousness among the students of the college.

## 3. The Context

In the recent days environmental consciousness has increased. Many years back when the college was established plantation was done. In recent years again the practise of plantation is practised to increase the green coverage in the college campus.

## 4. The Practise

Every year during rainy season plantation in the college campus is done. Principal, Teaching and nonteaching staff participate in the plantation programme. Government of Telangana started a programme named "Harithaharam" in Telangana state. Under this programme schools, colleges and Govt office staff must participate in the plantation programme.

Every year plantation in the college is done. Local politicians participate in this programme every year. District collector of Sangareddy participated in the programme. Several ministers of Telangana state participated in tree plantation in the college campus

## 5. Evidence of success

- Greenery in the college has improved in the last few years.
- With the success of this programme, awareness about environment among the students has increased.
- Several environment awareness programmes were conducted in the college.

## 6. Problems encountered and resources required

In the initial years the programme was not that much successful because the plants that were planted depended upon the rain water, later the plants were watered by using water pipe line. Plants were eaten by goats and sheep in the earlier years, but now fencing was done with the funds provided by District collector of Sangareddy district.

EC/PCRRAR/63/20-Tara Governme x

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CAPU AQAR <capuaqar@gmail.com>  
to me

Mon, Dec 24, 2018, 3:26 PM

NAAC/AQAR ACK/ DECEMBER/2018/

Tara Government College, Sangareddy  
Prashanth Nagar  
Sangareddy, Sangareddy Dist  
Telangana

**Subject: Acknowledgement of AQAR**

We are Acknowledging the receipt of Online Submission of Annual Quality Assurance Report (AQAR) for the Year: 2016-17.

For any queries related to AQAR, you may kindly contact E-mail ID ([capuaqar@gmail.com](mailto:capuaqar@gmail.com)).

Wishing you success in your Quality Enhancement Process.

THANKS WITH REGARDS

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