

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year (for example 2013-14)

2017-18

I. Details of the Institution

1.1 Name of the Institution

Govt. Degree College for Women

1.2 Address Line 1

Opp:Head Post Office

Address Line 2

Ashok Road

City/Town

Adilabad

State

Telangana

Pin Code

504001

Institution e-mail address

Gdcwomen.adilabad.jkc@gmail.com

Contact Nos.

Principal: 9440873778
IQAC Co-Ord:

Name of the Head of the Institution:

Sri.K.Santosh kumar

Tel. No. with STD Code:

08732-226370

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C	1.88	2008	5 yrs
2	2 nd Cycle	B	2.01	2016	5 yrs
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

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

- i. AQAR 2011-12 (09/06/2015)
- ii. AQAR 2012-13 (09/06/2015)
- iii. AQAR 2013-14 (09/06/2015)
- iv. AQAR 2014-15 (09/06/2015)
- v. AQAR 2015-16 (08/03/2016)
- vi. AQAR 2016-17 (25/03/2017)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

Kakatiya University, Warangal

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

Autonomy by State/Central Govt. / University	<input type="text" value="--"/>		
University with Potential for Excellence	<input type="text" value="--"/>	UGC-CPE	<input type="text" value="--"/>
DST Star Scheme	<input type="text" value="--"/>	UGC-CE	<input type="text" value="--"/>
UGC-Special Assistance Programme	<input type="text" value="-----"/>	DST-FIST	<input type="text" value="----"/>
UGC-Innovative PG programmes	<input type="text" value="---"/>	Any other (<i>Specify</i>)	<input type="text" value="---"/>
UGC-COP Programmes	<input type="text" value="----"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="5"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="-"/>
2.5 No. of Alumni	<input type="text" value="2"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="3"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="2"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="16"/>
2.10 No. of IQAC meetings held	6

2.11 No. of meetings with various stakeholders: No. Faculty 3

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *--Annexure 1 From Academic Calendar

Plan of Action	Achievements
From Prospectus	Successfully completed the academic year

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	06	00	04	02
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	02	00	00	04
Others				
Total	09	00	04	06
Interdisciplinary	✓			
Innovative				

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

Pattern	Number of programmes
Semester	06
Trimester	
Annual	06

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

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

**Please provide an analysis of the feedback in the Annexure*

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

Yes, CBCS- Semester year 1st year syllabus (Sem 1 & 2 Revised in all subjects)

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	7	6	01		

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	2	14	-	-	-	-	-	-	2	14

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	1	-
Presented papers	-	2	-
Resource Persons	-	-	-

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

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

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

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

2.10 Average percentage of attendance of students

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	30	0%	10%	40%	0%	50%
BCOM	47	5%	26%	31%	0%	62%
BSC	48	6%	10%	10%	0%	26%

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

By arranging remedial classes for slow learners & failed students

By supervising student seminars, study projects etc.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	3	1	-	-
Technical Staff	7	14	2	8

Criterion – III

3. Research, Consultancy and Extension

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

By monitoring the research committee activities at College

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL			
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL			
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	NIL	2	
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total	2012-13	NIL		

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	----	-	---	01	---
Sponsoring agencies	--	--	--	--	--

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 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

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

Total	International	National	State	University	Dist	College
NIL						

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

NIL

NIL

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

NIL

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="2"/>		
NCC	<input type="text"/>	NSS	<input type="text" value="4"/>	Any other	<input type="text" value="4"/>

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

- One Month free certificate course in Spoken English (2 Batches)
- One week free certificate course in Designing Bangles and Other ornaments
- Cup of rice by NSS.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1.75 acres			
Class rooms	10			
Laboratories				
Seminar Halls				
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Admin partially completed
Library yet to be done

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9066	1067198	525	70465	9591	1137663

Reference Books	198	68000			198	68000
e-Books						
Journals	13	41000			13	41000
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	85	4	2 Plans		1	3	14	
Added	14	1	1 plan					
Total	99	5	2		1	3	14	

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

Using update technology

4.6 Amount spent on maintenance in lakhs :

i) ICT	3000
ii) Campus Infrastructure and facilities	2000
iii) Equipments	3000
iv) Others	3000
Total :	11000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

By monitory Sports, NCC & NSS activities

5.2 Efforts made by the institution for tracking the progression

By conducting Remedial classes & home exams.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others

(b) No. of students outside the state

NIL

(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

Demand ratio 1:1

Dropout % 4%

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

- 1.1 month certificate course in Spoken English
2. Awareness Programme on UNDP by Sri.Raghu Dutt

No. of students beneficiaries

150

5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

Students counselling & career guidance cell is functioning

No. of students benefitted

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>	
	Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
	--	--	--	--

5.8 Details of gender sensitization programmes

Awareness meetings conducted- Gender Sensitization introduced in Sem II: Title of the Text Book: Towards a World of Equals

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	82	Fees Reimbursement for 1,2 & 3 rd year Under online process
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level	<input type="text" value="--"/>	National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>
Exhibition: State/ University level	<input type="text" value="--"/>	National level	<input type="text" value="--"/>	International level	<input type="text" value="---"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: 02

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

The vision of this institution is to develop the woman education in this area and to make the women self confident in achieving their career targets. The vision of the college focuses at the evaluation, promotion and sustenance of quality higher education to the women.

Mission:

The mission of this institution is

- To assess the performance of the students,
- To stimulate the academic environment for quality teaching, learning and research,
- To encourage self-evaluation among the students
- To collaborate with other academic institutions, libraries, industrial and financial institutions etc.

6.2 Does the Institution has a Management Information System

Yes, Through ccets.cgg.gov.in

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

6.3.1 Curriculum Development

Suggestions given to the higher departments

6.3.2 Teaching and Learning

ICT, AV Aids, Net downloaded lessons used

6.3.3 Examination and Evaluation

Tests & valuation from time to time

6.3.4 Research and Development

Research committee motivated students for study projects staff encouraged to do research / MRPs

6.3.5 Library, ICT and physical infrastructure / instrumentation

6.3.6 Human Resource Management

Students counselling by principal & staff to reduce the dropouts & failures. Social awareness programmes on health & hygiene.

6.3.7 Faculty and Staff recruitment

2

6.3.8 Industry Interaction / Collaboration

15 MOUs signed

6.3.9 Admission of Students

Broacher, Hand Book, Press note & Campaigning

6.4 Welfare schemes for

Teaching	Health Cards
Non teaching	Health Cards
Students	Scholarship

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	RJDCE	Yes	Principal
Administrative	No	RJDCE	Yes	Principal

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

In the perview of Kakatiya University

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

College encouraged to go for autonomy

6.11 Activities and support from the Alumni Association

Alumni conducted

6.12 Activities and support from the Parent – Teacher Association

Parents and students meeting conducted

6.13 Development programmes for support staff

YES

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

Eco club functioning

Criterion – VII

7. Innovations and Best Practices

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

One month free coaching in spoken English
One week free certificate course in Designing Bangles and Other Ornaments

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

Staff & students motivated for the conduct of activities of The action plan

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

Annexure-III

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

- 7.4 Contribution to environmental awareness / protection

Eco activities conducted by Eco club & NSS

- 7.5 Whether environmental audit was conducted? Yes No

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

NIL

8. Plans of institution for next year

As given by CCE calendar

Sri.K.Santosh kumar

Signature of the Coordinator, IQAC

Name : *Sri.K.Santosh kumar*

PRINCIPAL (FAC)
Govt. Degree College, Adilabad
ADILABAD

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure - I



OFFICE OF THE REGISTRAR
KAKATIYA UNIVERSITY
WARANGAL – 506 009(TS)

Prof. M.V. Ranga Rao
REGISTRAR

No. 198 /Acad.Audit/KU/2017

Dated: 24 /06/2017

All the Principals of
University and Affiliated Colleges offering UG(NP) Courses
KAKATIYA UNIVERSITY

Sub: ALMANAC – Almanac for Under Graduate (Non-Professional)
Courses – III Year for the academic year 2017-2018 – Communicated –
Regarding.

~!~

Sir/Madam,

I am to inform you that the Vice-Chancellor has accorded approval for the implementation of the following Almanac for Under Graduate Courses (Non-Professional) Courses III Year for the academic year 2017-2018:

Sl. No.	Details	Schedule
1.	Re-opening of the College after Summer Vacation	08/06/2017
2.	Class work	08/06/2017 to 19/09/2017
3.	Winter vacation/Supplementary Examinations	20/09/2017 to 02/10/2017
4.	Commencement of instruction after vacation	03/10/2017
5.	Last day of instruction for III Year classes	09/02/2018
6.	Commencement of Annual (Practical) Examinations, 2018	15/02/2018
7.	Commencement of Annual (Theory) Examinations, 2018	13/03/2018
8.	Last working day	25/04/2018
9.	Declaration of results of Annual Examinations, 2018 (Probable date)	01/06/2018

The above almanac may please be brought to the notice of the staff and the students accordingly.

Yours faithfully,

M. V. Ranga Rao
REGISTRAR

Copy to :-

- 1) The Dean, College Development Council, KU
- 2) The Dean, Faculties concerned, KU
- 3) The Chairpersons of Board of Studies concerned, KU
- 4) The Controller/Addl. Controller of Examinations(UG & Confl.), KU
- 5) The Finance Officer, KU
- 6) The Deputy/Asst. Registrar (Academic/Accounts/Audit/Admn(T), KU
- 7) The Secretary to Vice-Chancellor/P.A. to Registrar, KU
- 8) The S.F.



OFFICE OF THE REGISTRAR
KAKATIYA UNIVERSITY
WARANGAL - 506 009
(Telangana State)

PROF. K. PURUSHOTHAM
REGISTRAR

No: 227 /Acad. Audit/KU/2017

Date: 13/07/2017

To
All the Principals of
University and Affiliated Colleges offering UG (NP) Courses
KAKATIYA UNIVERSITY

Sub: ALMANAC - Revised almanac for Under Graduate (Non-Professional) Courses
I year (Semester I & II) under Choice Based Credit System for the academic year
2017-2018 - Communicated - Regarding.

Ref: 1. This Office Lr. No. 197/Acad. Audit/KU/2017, dated 24.06.2017.
2. Proposal from the Chairman, TSCHE, Hyderabad through e-mail, dated 04/07/2017
-o0o-

Sir/Madam,

In continuation to this office letter cited, I am to inform you that the Vice-Chancellor has accorded approval for the implementation of the following Revised Almanac for Under Graduate (Non-Professional) Courses I year (Semester I & II) for the academic year 2017-2018 under Choice Based Credit System (CBCS), as proposed by the Telangana State Council for Higher Education, Hyderabad.

SEMESTER-I

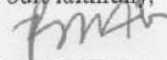
Commencement of classes for I Semester	03/07/2017
I - Internal Assessment Test	14/09/2017 to 16/09/2017
Short Vacation	20/09/2017 to 02/10/2017
Reopening after vacation	03/10/2017
II - Internal Assessment Test	07/11/2017 to 09/11/2017
Last date of instruction	09/11/2017
Preparatory holidays & Practical Examination	10/11/2017 to 18/11/2017
Commencement of Examinations	19/11/2017 to 30/11/2017

SEMESTER-II

Commencement of classes for II Semester	02/12/2017
Short Vacation	12/01/2018 to 16/01/2018
Reopening after vacation	17/01/2018
I - Internal Assessment Test	01/02/2018 to 03/02/2018
II - Internal Assessment Test	04/04/2018 to 07/04/2018
Last date of Instruction	07/04/2018
Preparatory holidays & Practical Examination	08/04/2018 to 16/04/2018
Commencement of Examinations	17/04/2018 to 30/04/2018
Summer Vacation: 01/05/2018 to 11/06/2018	
Reopening of the College for the academic year 2018-2019 :: 12.06.2018	

The above revised almanac may please be brought to the notice of the staff and the students accordingly.

Yours faithfully,


REGISTRAR

Copy to:

1) The Dean, College Development Council, KU



OFFICE OF THE REGISTRAR
KAKATIYA UNIVERSITY
WARANGAL – 506 009(TS)

Prof. K. Purushotham
REGISTRAR

No. 16 /Acad.Audit/KU/2018

Dated: 09 /01/2018

All the Principals of
University and Affiliated Colleges offering UG(NP) Courses
KAKATIYA UNIVERSITY

Sub: ALMANAC – Revised Almanac for Under Graduate (Non-Professional) Courses – I & II Year (II Semester) for the academic year 2017-2018 – Communicated – Regarding.

Ref: 1) This Office Lr. No. 197/Acad.Audit/KU/2017, dt. 24/06/2017
2) This Office Lr. No. 227/Acad.Audit/KU/2017, dt. 13/07/2017

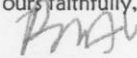
~!~

Sir/Madam,

In continuation to this office letters cited, I am to inform you that the Vice-Chancellor has accorded approval for the implementation of the following Revised Almanac for Under-Graduate (Non-Professional) Courses I & II Year (II Semester) for the academic year 2017-2018 under Choice Based Credit System (CBCS).

Particulars	I Year II Semester	II Year II Semester
Commencement of Class work	11/01/2018	11/01/2018
Internal Assessment – I	05/03/2018 to 07/03/2018	05/03/2018 to 07/03/2018
Internal Assessment – II	26/04/2018 to 28/04/2018	26/04/2018 to 28/04/2018
Last day of Instruction	05/05/2018	05/05/2018
Commencement of Practical Examinations	07/05/2018	07/05/2018
Commencement of Theory Examinations	12/05/2018	14/05/2018
Last working day	05/05/2018	05/05/2018
Summer vacation	06/05/2018 to 19/06/2018	
Re-opening of the College for the academic year 2018-2019	20/06/2018	

The above revised almanac may please be brought to the notice of the staff and the students accordingly.

Yours faithfully,

REGISTRAR

Copy to :-

- 1) The Dean, College Development Council, KU
- 2) The Dean, Faculties concerned, KU
- 3) The Chairpersons of Board of Studies concerned, KU
- 4) The Controller/Addl. Controller of Examinations(UG & Confl.), KU
- 5) The Finance Officer, KU
- 6) The Deputy/Asst. Registrar (Academic/Accounts/Audit/Admn(T), KU
- 7) The Secretary to Vice-Chancellor/P.A. to Registrar, KU
- 8) The S.F.

**GOVERNMENT DEGREE COLLEGE FOR WOMEN : :
ADILABAD
INSTITUTIONAL PLAN FOR 2017 – 2018**

April / May – 2017

Month & Date	Activity	Description
05-04-2017	Babu Jagjivan Ram's Birth Day	Celebrating Day
14-04-2017	Dr.B.R. Ambedkar Birth Day	Celebrating Day
	30 Day free certificate course in English Grammar Skills	Training for the Candidates appearing for competitive examinations - Organised by Dept. of English
III Week	Preparation og Financial Plan for 2016-17 college Activity Register	Details of expenditure Record of all activities of the academic year

May / June – 2017

Month & Date	Activity	Description
02-06-2017	Telangana Formation Day	Celebrated by college / National Flag hoisted by the principal
	First year U.G Admissions	sale and receipt of application - Display of selection list (as per K.U Guidelines)
	College Reopening - Staff Meeting	Preparation of Time Table
	Publishing College Handbook	Preparation of College Prospectus/Hand Book
II Week	Preparation of institutional Plan Com.mencement of Classes for II & III Year Students	Preparation of Annual Curricular Plan by Lecturers
Last Week	Staff Meeting Result Analysis	Constitution of College level commitees group wise, Subjects wise and Lecturer wise Result analysis Preparation of Schedule for Conduct of remedial classes
	Commencement of first year classes	As per K.U Guidelines

July – 2017

Month & Date	Activity	Description
	Closing Admissions	Last date for filling the vacancies if any in the 1 year Degree courses / spot selections as per K.U Guidelines
Last Week	Vanamahosthavam Environment Protection awareness	Tree plantation programme to be Organised by NSS
	Staff Meeting	Review of academic and administrative aspects
	Last date for re-admission & transfer of admission to II & III year (receipt of applications at the O/o the Registrar, K.U	
Last Week	Unit Tests	

AUGUST –2017

Month & Date	Activity	Description
15-08-2017	Independence day celebrations	Conduct of Rangoli and songs competitions
26-08-2017	Women's Equality Day	Conduct of Essay Writing and Elocution Competitions
29-08-2017	Telugu Bhasha Dinotsavam	Conduct of Essay Writing and Elocution Competitions

Last Week	Staff Meeting	Review of academic and administrative matters
Last Week	Unit Tests	
I, II, III Weeks	Remedial Coaching	Special class for supplementary candidates who failed in annual exams - 2012
SEPTEMBER – 2017		
Month & Date	Activity	Description
05-09-2017	Teacher's Day Celebrations	Conduct of Essay Writing and Elocution Comprtitions
08-09-2017	International Literacy Day	Programmes by NSS
	Teacher Evaluation	Principal to collect feedback from students on teachers in prescribed teacher Evaluation form and document the analysis of the feedback for Academic Audit
22-09-2017	Hindi Divas Celebrations	Conduct of Essay Writing and Elocution Comprtitions
24-09-2017	NSS Day	NSS activities
	Staff Meeting	Preparations to conduct I-term / Quarterly Examinations
Last Week	Conduct of I-term / Quarterly Examinations	
OCTOBER – 2017		
Month & Date	Activity	Description
02-10-2017	Gandhi Jayanthi & Lal Bahdur sastri Jayanti	Conduct of related activities
	Winter Vacation / Supplementary Examinations	
31-10-2017	National Integration Day	Conduct of related activities by NSS
NOVEMBER – 2017		
Month & Date	Activity	Description
11-11-2017	National Education Day	Essay Writing Elocution, Quiz Competition, etc
14-11-2017	National Library Week	Organising Programmes to inculcate reading habits & encourage students to visits libraries
Last Week	Staff Meeting	1. Revision of Supplementary results and updating lecturer wise results analysis 2. Review of quarterly examinations results 3. Review of Institutional Plan
Last Week	Unit Tests	
DECEMBER – 2017		
Month & Date	Activity	Description
01-12-2017	AIDS Day	Conduct of AIDS awareness Programme by NSS
10-12-2017	Human Rights Day	Conduct of relevant activities
II Week	Conduct of Literary, Cultural & Sport Competitions for College Day	
III Week	Staff Meeting	Conduct of competitions & Awareness Programs
III Week	Internal Exams and Practical Exams (1 st & 2 nd Sem)	
24-12-2017	National Consumer's Day	
Last Week	Semester examinations	
JANUARY – 2018		
Month & Date	Activity	Description

I Week	Conduct of Revision and Remedial Classes for needy Students	
II Week	NSS Special Camp	
12-01-2018	National Youth Day	Conduct of Activities by NSS & NCC
25-01-2018	National Voter's Day	Programmes by Activities by NSS & NCC
26-01-2018	Republic Day	Conduct of Rangoli and songs competitions
Last Week	Pre-Final Examinations	
	College / Sports Day	
FEBRUARY – 2018		
Month & Date	Activity	Description
I Week	Internal Theory & Practical Examinations (Final Year)	
	Performance improvement activities	Revision and Remedial classes to needy students
	Staff Meeting	
19-02-2018	Commencement of Annual (Practical) Examinations (Final Year)	
MARCH – 2018		
Month & Date	Activity	Description
I Week	Budget utilization	Submission of all bills to DTO
08-03-2018	International Women's Day	Conduct relevant activities
15-03-2018	University Examinations	Commencement of theory examinations (2012-13)
Last Week	Stock Verifications	
APRIL-2018		
Month & Date	Activity	Description
III Week	Internal Theory & Practical Examinations (2 nd & 4 th Sem)	
	Performance improvement activities	Revision and Remedial classes to needy students
	Staff Meeting	
Last Week	Commencement of Annual (Practical) Examinations (2 nd & 4 th Sem)	

Annexure-II Feedback from Stakeholders

S.No	Stakeholders	I	II	III	IV	V
		Poor	Average	Good	V.Good	Excelance
1	Alumni	0	6	4	4	72
2	parents	0	5	11	11	72
3	Employee	0	4	11	10	82
4	students	0	7	33	42	82

Annexure-III

Uniform Dress Code with ID for Students

- (a) Goal: It is observed that students attend college wearing various kinds of dresses. Due to this the poorly dressed students are discriminated from the rich. To avoid this discrimination and also to inculcate the concept of Unity in Diversity, the uniform dress code for the students has been adopted in this college. On every Friday the students can wear the dresses of their own choice. To show the proper identity of the students of this college, ID card system is adopted. Accordingly, each student wears an identity card around her neck which is valid for three years of their study period.
- (b) Context: The students attend several meetings, rallies, career counseling sessions etc. organized in this town. They attend various NSS camps including the 7 days special camps organized by this college. They also attend various youth festivals at college, district and state level. To make the above representations significant uniform dress code and ID system have been considered proper. Whenever our students are found in and around the town, they are immediately identified by their dress and ID. This is the only Government Degree College in the entire district that has adopted uniform dress and ID system. To workout this system a committee consisting of senior faculty members has been entrusted with the responsibility of studying various uniform dress codes being adopted by different schools of this town. Accordingly the committee has selected the a few dress patterns and sought feedback on them from the students and staff. Finally the present uniform dress pattern has been adopted.
- (c) The Practice: On all working days, except on Friday, the students are instructed to wear the college uniform with ID around the neck. Sawarmal Ravindra Kumar Textiles in Adilabad town has been identified for the supply of uniform dress material. For this MOU has been reached between the college and the shop for the supply of uniform dress material at low price. Accordingly, at the time of admissions, the students are directed to buy the material from the notified shop. They are given the choice of getting the dress stitched by any tailor. For getting the ID cards prepared an MOU has been reached between the local studio and the college. Accordingly the studio personnel visit the college under intimation to the students and staff and take the photographs and personal details. The IDs are delivered to the students at low price. The number of private colleges are increasing year by year. Their domination is affecting the admissions of the government colleges. The private colleges are attracting the students by giving admissions without insisting on payment of any initial fees. Later they are receiving scholarship and reimbursement higher amount than that is sanctioned to the

government colleges. It was felt that introducing the uniform dress system may badly affect on the admissions of this college. Yet, the commitment of the Principal and staff is unshaken before any such constraints.

Problems encountered: At the initial stages a few problems were faced. But the institution has overcome the problems successfully. Some poor students were reluctant to adopt the inform on financial grounds. But they were counselled by the Principal and staff. It was explained that each set of uniform dress material costs only Rs. 300/- which is affordable to all when compared to other dress materials.. They were advised to minimize the purchase of other dresses and purchase two pairs of uniform. Some parents expressed their unwillingness in this regard. But they were counselled by the Principal and staff and were convinced.

(2). Certificate courses:

One Month Free Certificate Course in Spoken English and One Month Certificate Course in Commercial Garment Designing and Making (CGDM).

Goal: The rural and Telugu Medium back ground students who take admission in this college face English language problem to follow the reference books and material of their subjects. The students of all other colleges are also given a short term scope to improve their English in this college. The students of this area who are preparing for various competitive examinations need to be given coaching in English. To fulfill the needs of the above, One Month Free Certificate Course in Spoken English is organized by the Department of English of this college (in 3 batches every year).

The students of this college need to be given training in tailoring, garment designing etc. to make them adopt self employment for their financial support. To fulfill the needs of the interested students in this field, One month Certificate Course in CGDM is organized by this college.

Context: Many students are qualifying in 3 year degree course without setting proper goals. They are concentrating on the prescribed subjects without much attention on career building. Many of them even do not attend various recruitment tests, interviews etc. To make them aware of several job opportunities, Spoken English certificate course is designed. English language skills, phonetic skills, soft skills, interview skills, etc. are taught in this course. This course is aimed at training the candidates who are preparing for various sets like DIETCET, EdCET, ICET etc.

Most of the students who take admissions in this college belong to below poverty line who are of SC, ST, BC and Minority communities. Such students need financial support to pursue their higher education. Those who are interested in tailoring and garment designing are encouraged to take admission in CGDM certificate course. After completing this course they can earn money or even take it up as self employment trade.

Practice: The classes of Spoken English certificate course are conducted for a period of One Month at free of cost. The class timings are from 7AM to 9AM daily. Theory and practical training is imparted. Under theory grammar skills, phonetics skills and communication skills are taught. Under practicals listening and speaking skills are practiced. Just a minute speech (JAM), Group Discussion (GD), Conversations, News reading etc. are practiced by the trainees daily. Weekly tests are conducted and performance of the candidates is assessed. After 30 days certificates are given away to the trainees. Poor fundamental knowledge of English language and attending the classes in the early morning are the constraint. Those who do not follow the punctuality and regularity are imposed fine. In CGDM course, theory and practicals are taught for one hour daily for a period of one month. Under theory body measurements, drafting of the garments etc. are taught. Under practicals cutting and stitching of the garments are taught. Petticoat, frock, chudidhar, nighty, panties etc. are covered in this course. Most of the trainees are reluctant to adhere to the punctuality and regularity of the class. They try to avoid completing home work and updating their record.

Problems Encountered & Resources required:

In spoken English certificate course, the candidates without fundamental knowledge face the problems of understanding the teacher. The course trainees are diverse in nature. Some are students, some are the candidates preparing for competitive examinations and some are employees. They want the explanation in their mother tongue like Telugu, Hindi, Urdu, Marathi etc. They feel shy of participating in speaking practicals.

In CGDM certificate course the trainees feel reluctant to buy practice cloth for learning stitching. Some trainees are in touch with basics of using the sewing machines. Some others are without any basics of using the sewing machines. The absentees feel disconnected from the sequence of learning a particular item. It is difficult to take such dropouts into the main stream of learners.