

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)

2016-17

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: 9848494287

Name of the Head of the Institution:

Sri.K.Santosh kumar

Tel. No. with STD Code:

08732-226370

Mobile:

9440873778

Name of the IQAC Co-ordinator:

R.Devender Rao

Mobile:

9848494287

IQAC e-mail address:

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1.3 NAAC Track ID (For ex. MHCOGN 18879)

APCOGN13531

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)

EC/(SC)/11/A&A/222 dated: 19-01-2016

1.5 Website address:

<http://gdcts.cgg.gov.in/adilabadwomen.edu>

Web-link of the AQAR:

http://gdcts.cgg.gov.in//Uploads/files/Recent_Updates/6247.doc

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

15/06/2008

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)

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 Calender

| 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* Alumni Parents Employers Students

(On all aspects)

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 College forum
 NCC NSS Any other

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 | 02 | UGC & State | 10.5 Lakhs |
| Laboratories | | | | |
| Seminar Halls | | | | |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | | 2.45 Lakhs | UGC | 2.45 Lakhs |
| Value of the equipment purchased during the year (Rs. in Lakhs) | | 1 Laptop, 3 Monitors, Chemistry & Botany Equipment | | 2.45 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 | 8854 | 1020520 | 212 | 46678 | 9066 | 1067198 |
| Reference Books | 169 | 50000 | 29 | 18000 | 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 | 83 | 4 | 2 Plans | | 1 | 3 | 14 | |
| Added | 2 | | | | | | | |
| Total | 85 | 4 | 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 |
|-----|----|--------|--------|
| 393 | -- | -- | -- |

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

| | | | | | |
|-----|-----|-----|-------|-----|-----|
| Men | No | % | Women | No | % |
| | --- | --- | | 393 | 100 |

| Last Year | | | | | | This Year | | | | | |
|------------------|----|-----|-----|-----------------------|--------------|-----------|----|-----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 21 | 84 | 117 | 133 | - | 355 | 44 | 77 | 112 | 160 | - | 393 |
| 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
3. One Week Free Certificate Course in Designing Bangles and Other Ornaments

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 | <input style="width: 40px; text-align: center;" type="text" value="02"/> | National level | <input style="width: 40px; text-align: center;" type="text" value="--"/> | International level | <input style="width: 40px; text-align: center;" type="text" value="--"/> |
|-------------------------|--|----------------|--|---------------------|--|

No. of students participated in cultural events

| | | | | | |
|-------------------------|---|----------------|--|---------------------|--|
| State/ University level | <input style="width: 40px; text-align: center;" type="text" value="Nil"/> | National level | <input style="width: 40px; text-align: center;" type="text" value="--"/> | International level | <input style="width: 40px; text-align: center;" type="text" value="--"/> |
|-------------------------|---|----------------|--|---------------------|--|

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

| | | | | | |
|----------------------------------|--|----------------|---|---------------------|---|
| Sports : State/ University level | <input style="width: 40px; text-align: center;" type="text" value="02"/> | National level | <input style="width: 40px; text-align: center;" type="text" value="---"/> | International level | <input style="width: 40px; text-align: center;" type="text" value="---"/> |
|----------------------------------|--|----------------|---|---------------------|---|

| | | | | | |
|-----------------------------------|--|----------------|---|---------------------|---|
| Cultural: State/ University level | <input style="width: 40px; text-align: center;" type="text" value="01"/> | National level | <input style="width: 40px; text-align: center;" type="text" value="---"/> | International level | <input style="width: 40px; text-align: center;" type="text" value="---"/> |
|-----------------------------------|--|----------------|---|---------------------|---|

5.10 Scholarships and Financial Support

| | Number of students | Amount |
|--|--------------------|--|
| Financial support from institution | | |
| Financial support from government | | 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

Books & journals subscribed, Genset systems, LCD projects etc. Purchased. 2 Digital Class rooms being set up, Purchase of Books worth Rs. 2,30,000/- from Telugu Academy under process (State Govt. Budget)

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

Name: Sri.R.Devender Rao



Signature of the Coordinator, IQAC

Name : Sri.K.Santosh kumar



PRINCIPAL (FAC)
Govt. Degree College for Women
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
(Telangana State)

PROF. G. BENARJEE
I/c. REGISTRAR

No: 670 /Acad. Audit/KU/2016

Date: 31 / 08/2016

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 2016-2017 – Communicated – Regarding.

Ref: This Office Lr. No. 570/Acad.Audit/KU/2016, dated 23.06.2016.

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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 2016-2017 under Choice Based Credit System (CBCS):

SEMESTER-I

| | |
|--|--------------------------|
| Commencement of class-work | 04.07.2016 |
| Short Vacation | 02.10.2016 to 16.10.2016 |
| Commencement of Classes after vacation | 17.10.2016 |
| Internal Assessment | 21.10.2016 & 22.10.2016 |
| Last date of instruction | 11.11.2016 |
| Commencement of Practical Examinations | 15.11.2016 |
| Commencement of Theory Examinations | 24.11.2016 |

SEMESTER-II

| | |
|--|--------------------------|
| Commencement of class-work | 14.12.2016 |
| Internal Assessment – I | 08.02.2017 & 09.02.2017 |
| Internal Assessment – II | 03.04.2017 & 04.04.2017 |
| Last date of instruction | 13.04.2017 |
| Commencement of Practical Examinations | 17.04.2017 |
| Commencement of Theory Examinations | 26.04.2017 |
| Summer Vacation | 26.04.2017 to 31.05.2017 |
| Reopening of the College for the academic year 2017-2018 | 01.06.2017 |

Further, I am to inform you that the Vice-Chancellor has accorded approval to have **only one Internal Assessment** for the I Year I Semester for the Under-Graduate Courses for the academic year 2016-2017, as per the above schedule (21st & 22nd October, 2016).

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. KUI



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

**PROF. KHAJA ALTHAF HUSSAIN
REGISTRAR**

No: 549 /Acad. Audit/KU/2016

Date: 10/06/2016

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

Sub: ALMANAC – Almanac for Under Graduate (Non-Professional) Courses II & III year
for the academic year 2016-2017 – Communicated – Regarding.

-o0o-

Sir/Madam,

I am to inform you that the Vice-Chancellor has accorded approval for the implementation of the following Almanac for Under Graduate (Non-Professional) Courses II & III year for the academic year 2016-2017:

| Sl. No. | Details | Schedule |
|---------|--|--------------------------|
| 1. | Re-opening of the College after Summer Vacation | 08/06/2016 |
| 2. | Commencement of instruction for II & III Year Classes | 08/06/2016 |
| 3. | Winter vacation/Supplementary Examinations | 30/09/2016 to 13/10/2016 |
| 4. | Commencement of instruction after short recess | 14/10/2016 |
| 5. | Last day of instruction for II & III Year Classes | 10/02/2017 |
| 6. | Commencement of Annual (Practical) Examinations, 2017 | 15/02/2017 |
| 7. | Commencement of Annual (Theory) Examinations, 2017 | 13/03/2017 |
| 8. | Last working day | 23/04/2017 |
| 9. | Summer Vacation | 24/04/2017 to 07/06/2017 |
| 10. | Declaration of results of Annual Examinations, 2017 (Probable date) | 01/06/2017 |
| 11. | Re-opening of the College after summer vacation for the academic year 2017-2018 | 08/06/2017 |

| Month | Working Days | Holidays |
|--|---|---|
| June 2016 | 8,9,10,13,14,15,16,17,18,20,21,22,23,24,25,27,28,29,30 (19 days) | 11 (2 nd Saturday), 12 (Sunday), 19 (Sunday), 26 (Sunday) |
| July 2016 | 1,2,4,5,8,11,12,13,14,15,16,18,19,20,21,22,23,25,26,27, 28,29,30 (23 days) | 03 (Sunday), 6,7 (Ramzan), 09 (2 nd Saturday), 10 (Sunday), 17 (Sunday), 24 (Sunday), 31 (Sunday) |
| August 2016 | 2,3,4,5,6,8,9,10,11,12,16,17,18,19,20,22,23,24,26,27,29, 30,31 (23 days) | 01(Bonalu), 07 (Sunday),13 (2 nd Saturday) 14 (Sunday), 15 (Independence Day), 21 (Sunday), 25 (Krishnastami), 28 (Sunday) |
| September 2016 | 1,2,3,6,7,8,9,13,14,15,16,17,19,20,21,22,23,24,26,27,28, 29 (22 days) | 04 (Sunday), 05 (Vinayakachavati) 10 (2 nd Saturday), 11 (Sunday), 12 (Bakrid), 18 (Sunday), 25 (Sunday) |
| 30-09-2016 to 13-10-2016 Dasara Vacation | | |
| October 2016 | 14,15,17,18,19,20,21,22,24,25,26,27,28,29,31 (15 days) | 16 (Sunday), 23 (Sunday), 30 (Sunday) |
| November 2016 | 1,2,3,4,5,7,8,9,10,11,15,16,17,18,19,21,22,23,24,25,26, 28,30 (24 days) | 6 (Sunday), 12 (2 nd Saturday), 13 (Sunday), 14 (Gurunanak Birthday), 20 (Sunday), 27 (Sunday) |
| December 2016 | 1,2,3,5,6,7,8,9,13,14,15,16,17,19,20,21,22,23,24,27,28, 29,30,31 (24 days) | 4 (Sunday), 10 (2 nd Saturday), 11 (Sunday), 12 (Milad-un-Nabi), 18 (Sunday), 25 (Christmas), 26 (Boxing Day) |
| January 2017 | 2,3,4,5,6,7,9,10,11,12,18,19,20,21,23,24,25,27,28,29,30, 31 (22 days) | 1 (Sunday), 8 (Sunday), 22 (Sunday), 26 (Republic Day) |
| 13-01-2017 to 17-01-2017 Sankranthi Vacation | | |
| February 2017 | 1,2,3,4,6,7,8,9,10 (09 days) | 5 (Sunday) |

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

Yours faithfully,

REGISTRAR

**GOVERNMENT DEGREE COLLEGE FOR WOMEN : :
ADILABAD
INSTITUTIONAL PLAN FOR 2015 – 2016**

April / May - 2015

| Month & Date | Activity | Description |
|--------------|---|--|
| 05-04-2015 | Babu Jagjivan Ram's Birth Day | Celebrating Day |
| 14-04-2015 | 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 2013-14 college Activity Register | Details of expenditure Record of all activities of the academic year |

May / June - 2015

| Month & Date | Activity | Description |
|--------------|--|---|
| 02-06-2015 | 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 – 2015

| 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 –2015

| Month & Date | Activity | Description |
|--------------|-------------------------------|---|
| 15-08-2015 | Independence day celebrations | Conduct of Rangoli and songs competitions |
| 26-08-2015 | Women's Equality Day | Conduct of Essay Writing and Elocution Competitions |

| | | |
|-------------------------|--|--|
| 29-08-2015 | 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 - 2015 | | |
| Month & Date | Activity | Description |
| 05-09-2015 | Teacher's Day Celebrations | Conduct of Essay Writing and Elocution Competitions |
| 08-09-2015 | 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 |
| 22-09-2015 | Hindi Divas Celebrations | Conduct of Essay Writing and Elocution Competitions |
| 24-09-2015 | NSS Day | NSS activities |
| | Staff Meeting | Preparations to conduct I-term / Quarterly Examinations |
| Last Week | Conduct of I-term / Quarterly Examinations | |
| OCTOBER - 2015 | | |
| Month & Date | Activity | Description |
| 02-10-2015 | Gandhi Jayanthi & Lal Bahdur sastri Jayanti | Conduct of related activities |
| | Winter Vacation / Supplementary Examinations | |
| 31-10-2015 | National Integration Day | Conduct of related activities by NSS |
| NOVEMBER - 2015 | | |
| Month & Date | Activity | Description |
| 11-11-2015 | National Education Day | Essay Writing Elocution, Quiz Competition, etc |
| 14-11-2015 | National Library Week | Organising Programmes to inculcate reading habits & encourage students to visit 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 - 2015 | | |
| Month & Date | Activity | Description |
| 01-12-2015 | AIDS Day | Conduct of AIDS awareness Programme by NSS |
| 10-12-2015 | 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 |
| 24-12-2015 | National Consumer's Day | |
| Last Week | II term / Half yearly examinations | |
| JANUARY - 2016 | | |
| Month & Date | Activity | Description |

| | | |
|------------|---|---|
| I Week | Conduct of Revision and Remedial Classes for needy Students | |
| II Week | NSS Special Camp | |
| 12-01-2016 | National Youth Day | Conduct of Activities by NSS & NCC |
| 25-01-2016 | National Voter's Day | Programmes by Activities by NSS & NCC |
| 26-01-2016 | Republic Day | Conduct of Rangoli and songs competitions |
| Last Week | Pre-Final Examinations | |
| | College / Sports Day | |

FEBRUARY - 2014

| Month & Date | Activity | Description |
|--------------|---|---|
| I Week | Internal Theory & Practical Examinations | |
| | Performance improvement activities | Revision and Remedial classes to needy students |
| | Staff Meeting | |
| 19-02-2016 | Commencement of Annual (Practical) Examinations | |

MARCH - 2015

| Month & Date | Activity | Description |
|--------------|---------------------------|---|
| I Week | Budget utilization | Submission of all bills to DTO |
| 08-03-2016 | International Women's Day | Conduct relevant activities |
| 15-03-2016 | University Examinations | Commencement of theory examinations (2012-13) |
| Last Week | Stock Verifications | |

**Annexure-II
Feedback from Stakeholders**

| S.No | Stakeholders | I | II | III | IV | V |
|------|--------------|------|---------|------|--------|-----------|
| | | Poor | Average | Good | V.Good | Excelance |
| 1 | Alumni | 0 | 5 | 5 | 5 | 75 |
| 2 | parents | 0 | 5 | 10 | 10 | 70 |
| 3 | Employee | 0 | 2 | 10 | 10 | 78 |
| 4 | students | 0 | 0 | 0 | 0 | 85 |

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 work out 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 uniform 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.