Part – A

AQAR for the year   2015-16

1. Details of the Institution

1.1 Name of the Institution   BJR GOVERNMENT DEGREE

1.2 Address Line 1   Vittalwadi

Address Line 2   Narayanaguda,

City/Town   HYDERABAD

State   TELANGANA

Pin Code   500029

Institution e-mail address   bjrgdc.tskc@gmail.com

Contact Nos.   040-23230354

Name of the Head of the Institution: Dr. K. Padmavathi

Tel. No. with STD Code: 040-23230354

Mobile:

Name of the IQAC Co-ordinator: P. Ravi Chandra

Mobile: 93913 70186

IQAC e-mail address:

bjrgdciqac@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

TSCOGN21339

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:

www.Bjrgdc.in

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	1st Cycle	C	1.83	2015	2020
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   12/06/2012

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

   i.   AQAR _____2012-13_____10/04/2015_____ (DD/MM/YYYY)
   ii. AQAR_____2013-14_____10/04/2015_____ (DD/MM/YYYY)
   iii. AQAR_____2014-15_____ 30/06/2015_____ (DD/MM/YYYY)
   iv. AQAR_____2015-16_____ 06/09/2016_____ (DD/MM/YYYY)

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)*   [OSMANIA UNIVERSITY]

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

Autonomy by State/Central Govt. / University   [NA]

University with Potential for Excellence   [NA]   UGC-CPE   [NA]

DST Star Scheme	NA	UGC-CE	NA
UGC-Special Assistance Programme	NA	DST-FIST	NA
UGC-Innovative PG programmes	NA	Any other (*Specify*)	NA
UGC-COP Programmes	NA		

2. IQAC Composition and Activities

2.1 No. of Teachers   5

2.2 No. of Administrative/Technical staff   1

2.3 No. of students   3

2.4 No. of Management representatives   0

2.5 No. of Alumni   3

2. 6   No. of any other stakeholder and

    community representatives   1

2.7 No. of Employers/ Industrialists   2

2.8   No. of other External Experts   2

2.9 Total No. of members   16

2.10 No. of IQAC meetings held   8

2.11 No. of meetings with various stakeholders: No.   4   Faculty   2

    Non-Teaching Staff Students   1   Alumni   1   Others   0

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

   ┌──┐
   │ MRPS, STUDY PROJECTS, FIELD TRIPS, Workshop   │
   └──┘

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 *

Plan of Action	Achievements
ENCOURAGED STAFF TO APPLY FOR MRPS	2 MRPS submitted
ENCOURAGED STAFF TO APPLY FOR SEMINARS	1 NATIONAL SEMINAR Conducted

   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

   ┌──┐
   │ STAFF COUNCIL   │
   │   │
   └──┘

Part – B

Criterion – I

1. 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	11	0	0	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	9			
Others				
Total	20	0	0	

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes		
Semester	3		
Trimester			
Annual	3		

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.

CBCS SYLLABUS to be introduced by University in 2016-17

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
19	10	1		8

2.2 No. of permanent faculty with Ph.D.

5

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
0	1	0	0	0	0	2	0	2	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

6		

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	15	
Presented papers	0	17	
Resource Persons		2	

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

All the staff are well versed with ICT usage.

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

176

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

Nil

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

4		

2.10 Average percentage of attendance of students

79

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division					
		Distinction %	I %	II %	III %	Pass %	Fail %
BA	14		50	14	7	0	29
BCOM	82		20	18	0	0	62
BSC	47		26	9	0	0	66

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

 PLAN ACADAMIC ACTIVITIES, REVIEW IN MEETINGS, SUGGESTIONS FOR IMPROVEMENT

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	2
UGC – Faculty Improvement Programme	
HRD programmes	1
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	0
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	18	13	0	2
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

Encouraged students to undertake study projects.

Encouraged staff to apply for MRPs and Seminars.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	4	0	1
Outlay in Rs. Lakhs	0.8		0	

3.4   Details on research publications

	International	National	Others
Peer Review Journals	0	0	0
Non-Peer Review Journals	0	0	0
e-Journals	2	0	0
Conference proceedings	0	0	0

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	5	UGC	1645000	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total	5		164500	

3.7 No. of books published   i) With ISBN No.   `0`   Chapters in Edited Books   `0`

ii) Without ISBN No.   `7`

3.8 No. of University Departments receiving funds from

UGC-SAP `0`   CAS `0`   DST-FIST `0`

DPE `0`   DBT Scheme/funds `0`

3.9 For colleges   Autonomy `NA`   CPE `NA`   DBT Star Scheme `NA`

INSPIRE `NA`   CE `NA`   Any Other (specify) `NA`

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		1			
Sponsoring agencies		UGC			

3.12 No. of faculty served as experts, chairpersons or resource persons   `4`

3.13 No. of collaborations   International   National   Any other   `3`

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	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
0	0	0	0	0	0	0

3.18 No. of faculty from the Institution
     who are Ph. D. Guides   `1`
     and students registered under them   `6`

3.19 No. of Ph.D. awarded by faculty from the Institution   `0`

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

JRF `0`   SRF `0`   Project Fellows `0`   Any other   `0`

3.21 No. of students Participated in NSS events:

University level `50`   State level `2`

National level `2`   International level `0`

3.22 No. of students participated in NCC events:

University level `0`   State level `0`

National level `0`   International level `0`

3.23 No. of Awards won in NSS:

University level `0`   State level `0`

National level `0`   International level `0`

3.24 No. of Awards won in NCC:

University level `0`   State level `0`

National level `0`   International level `0`

3.25 No. of Extension activities organized

University forum [　　]   College forum [　　]

NCC [　　]   NSS [12]   Any other [19]

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

- RTI awareness programme by commerce department
- Organ donation programme by zoology department
- DNA Finger printing
- Voter Awareness programme
- Consumer Awareness programme
- Blood donation camp

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	2 acres	1649 sq yards	State govt, MP & MLC LADS	1.73 crore 0.5 Crore
Class rooms	7			
Laboratories	1			
Seminar Halls	1			
No. of important equipments purchased (≥ 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

Digitalized, Student management information software has been installed and non teaching staff were trained on its usage.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16239	2152740	0	0	16239	2152740
Reference Books	4060	503500	0	0	4060	503500
e-Books						
Journals			9	510	9	510
e-Journals		5000		5000		5000
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	34	2	1	0	0			
Added	1+62	0	0	0	0	automated		
Total	35+62	2	1	0	0			

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

Internet access provided to all departments.

4.6 Amount spent on maintenance in lakhs :

  i)   ICT   0.14

  ii) Campus Infrastructure and facilities   0.36

  iii) Equipments   0.72

  iv) Others   0.04

                        Total :   1.27

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Orientation course conducted to all fresher's and Bridge course conducted to non commerce students. Students are encouraged contributing for articles of student magazines.

5.2 Efforts made by the institution for tracking the progression

> Student progression register maintained and students are given special counselling and guidance by the class teachers.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
653			

(b) No. of students outside the state

2

(c) No. of international students

0

	No	%			No	%
Men			Women			

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
233	73	14	199	47	519	251	74	14	229	35	568

Demand ratio   1.23   Dropout %   8

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

> Students were given career guidance. A one Week workshop conducted on Employability skills and more than four interview sessions were conducted to the students by various employers in and outside of the campus.

No. of students beneficiaries

10

5.5 No. of students qualified in these examinations

NET   0   SET/SLET   0   GATE   0   CAT   0

IAS/IPS etc [0]   State PSC [0]   UPSC [0]   Others [10]

5.6 Details of student counselling and career guidance

6 students applied for PC & SI in police department in the Telangana State

No. of students benefitted [10]

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIL	NIL	NIL	NIL

5.8 Details of gender sensitization programmes

Women empowerment cell and internal complaint cell were formed to look after the matters of problems in college.

5.9 Students Activities

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

State/ University level [0]   National level [0]   International level [0]

No. of students participated in cultural events

State/ University level [0]   National level [0]   International level [0]

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

Sports : State/ University level [0]   National level [0]   International level [0]

Cultural: State/ University level [0]   National level [0]   International level [0]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	380	Not yet released
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

Fairs   : State/ University level | 0 | National level | 0 | International level | 0 |

Exhibition: State/ University level | 0 | National level | 0 | International level | 0 |

5.12   No. of social initiatives undertaken by the students | 0 |

5.13 Major grievances of students (if any) redressed:

Class room painting, Purchase of sports equipment.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

EMPOWERMENT OF YOUTH BY PROVIDING QUALITY EDUCATION TO MAKE THEM COMPETENT, SELF RELIANT AND RESPONSIBLE SOCIETY BUILDERS, PROFESSIONALS.

Mission: KNOWLEDGE FOR UNIVERSAL WELFARE "GYANAM SARVA HITHAYA"

6.2 Does the Institution has a management Information System

yes

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

6.3.1 Curriculum Development

ICT based teaching adopted. Students are given live examples.

6.3.2 Teaching and Learning

Lecture method, ICT method, Question Answer method, group discussion, through MANA TV, Seminars.

6.3.3   Examination and Evaluation

Continuous evaluation of students through unit tests, assignments, half yearly and pre-final examinations. Weak students were given special coaching.

6.3.4   Research and Development

Students were encouraged by staff giving guidance on projects.
Staff encouraged to present papers in various seminars.
Staff encouraged to pursue PhD. Staff encouraged undertaking minor research projects.

6.3.5   Library, ICT and physical infrastructure / instrumentation

Purchased latest books. Each department is provided with internet. Indoor game facility available to staff and students.

6.3.6   Human Resource Management

Decentralization is done at every stage. Various committees undertake various activities. Staff members are encouraged to attend training programmes. Students are encouraged to join various clubs.

6.3.7   Faculty and Staff recruitment

Guest faculty and non teaching subsidiary staff are appointed by CPDC.

6.3.8   Industry Interaction / Collaboration

Commerce and computer department has collaborated with HYDOODLE Technologies pvt ltd to give on the job training and giving placement to students.

6.3.9   Admission of Students

294 students admitted in B.A, B.Com., B.Sc courses in various groups.

6.4 Welfare schemes for

Teaching	Staff welfare club, recreation club
Non teaching	Interest free amount from ewf.
Students	Drinking water facility & Library,Scholarship, buspass and Scribe facility for blind students.

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	y	CCE	Y	IQAC
Administrative	y	AG		

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?

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

Alumni help in getting part time jobs to students. Endowment prizes sponsored. As a member of CPDC takes part in administration.

6.12 Activities and support from the Parent – Teacher Association

Effective feedback system for student welfare. Regular touch with lecturers helps them to overcome their ward problems.

6.13 Development programmes for support staff

Computer training organised for non teaching staff.

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

Swatch Bharat Programme done monthly once.

Haritha Haram – Tree Plantation is done in the campus under state govt. Guidelines.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

> Starting RTI Club., U-Need Techno-Logics – Multilingual enabled computer interface

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

Activity planned	Action taken
To conduct orientation to all fresher's and bridge course in commerce	Orientation course conducted on 10/07/2015 . Bridge course from 23.06.2015 to 28.6.2015
To introduce certificate courses one in each department	Total 9 certificate courses introduced.
To arrange field trips	5 field trips arranged
To conduct alumni meeting	Meeting conducted on 18 February 2015
To conduct parents meeting	Meeting conducted on 30 June 2015 .

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

> Edutainment Club. RTI Club. A two days workshop on CBCS & Academic plan 2016-17 for Teaching Staff was conducted under IQAC and it is decided to practice this for the next coming years. 6 days program on Employability Skills for the students

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

7.4 Contribution to environmental awareness / protection

> Plantation of trees was done.

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

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

SWOT ANALYSIS:

Strengths: Well qualified teaching staff with 5 PhD; 1 M. Phil; 10 NET/SLET qualified and 11 with Masters Degree in Teaching. Low Fee Structure.

 Weakness: Students of this college are first generation learners.

Parent support to the college is minimal.

Students are from poor financial background.

Opportunities: Good scope for job opportunities.

Challenges: Heavy Competition from private colleges in surrounding areas.

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

1. Construction of two more floors

2. Starting of Skill based Certificate Courses from TSKC.

3. Conducting online courses in collaboration with IIT Mumbai.

Name: P. Ravi Chandra

Name :Dr. K. Padmavathi

P. Ravichandra

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

ACADEMIC CALENDAR OF IQAC FOR THE ACADEMIC YEAR 2016-17
ANNEXURE -I
June 2016

1. IQAC – Staff council meeting to review and finalise IQAC report.
2. IQAC Meeting – First meeting to discuss preliminary works, review of 2015-16 activities and plan activities for 2016-17.
3. Result Analysis – Review of result analysis college wise, lecturer wise, subject wise, group wise.
4. UGC Committee Meeting – Reviewing the MRPs, Seminars and other UGC Schemes.

July 2016

1. Preparing AQAR – done by IQAC Coordinator.
2. College Orientation Programme – to first year students who are studying in semester system.
3. Meeting with Parents - Parents meeting to get support and monitor students.

August 2016

1. Reviewing the Quality of Infrastructure – Identify the needs and take remedial measures.
2. Reviewing the Best Practices – with all the departments.
3. Fresher's day
4. Student Feedback collection

September 2016

Reviewing the progress of students – progression of students in studies, games, planning for remedial classes.

November 2016

Quarterly review and meeting with NCC/NSS wing.

December 2016

Planning Gender sensitisation Interactive Assessment programme.

January 2017

Supplementary result analysis. Planning for Remedial classes, Alumni Meeting

February 2017

II Term - Students feedback collection and analysis

March 2017

Collection of Testimonials of Faculty members regarding their achievements.
IQAC coordinator shall call for the college level meeting to conclude the records of IQAC for the academic year 2016-17.