



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	GOVT. DEGREE COLLEGE FOR WOMEN, HUSSAINIALAM, HYDERABAD
Name of the head of the Institution	Dr. B. Sunitha Padmavathi
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	09154806681
Mobile no.	9989652582
Registered Email	hussainialum.ejkc@gmail.com
Alternate Email	iqacgdchussainialam@gmail.com
Address	H. No. 20-3-1060, Khursheed Jah Devdi, Shahgunj
City/Town	Hyderabad
State/UT	Telangana
Pincode	500002

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Women			
Location		Urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Mohammadi Asra Sultana			
Phone no/Alternate Phone no.		04024522052			
Mobile no.		9493406825			
Registered Email		iqacgdchussainialam@gmail.com			
Alternate Email		hussainialum.ejkc@gmail.com			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://qdcts.cgq.gov.in/hussainialam.edu">http://qdcts.cgq.gov.in/hussainialam.edu</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="http://qdcts.cgq.gov.in/hussainialam.edu">http://qdcts.cgq.gov.in/hussainialam.edu</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	76.00	2005	20-May-2005	19-May-2010
2	B	2.76	2012	15-Sep-2012	14-Sep-2017
3	B	2.35	2018	30-Nov-2018	29-Nov-2023
<b>6. Date of Establishment of IQAC</b>			15-Jul-2005		
<b>7. Internal Quality Assurance System</b>					

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular Meeting-regarding NAAC preparation	05-Oct-2018 1	21
Regular Meeting-regarding NAAC Peer Team visit and verification of records	25-Sep-2018 1	21
Regular Meeting-regarding Independence Day celebration, Haritha Haram and Swachch Bharat	10-Aug-2018 1	21
Regular Meeting-regarding verification of academic records	31-Jul-2018 1	15
Regular Meeting-regarding Admission work, result analysis and Annual Curricular and Action Plan	26-Jun-2018 1	18
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Creation of New facilities, Renovation/Upgradation of existing facilities and New Equipment /Facilities	RUSA	2019 1	40000000
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

**Yes**

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

**6**

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

**Yes**

Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>	
<ul style="list-style-type: none"> <li>• Teachers encouraged to use Student centric and Interactive methods of teaching with more emphasis on ICT usage</li> <li>• Students encouraged to participate in various activities like T SAT 'Student as a Teacher' programme, Harithaharam, Swachh Bharat and Jignasa projects. A student of our college was selected to interact with the Commissioner of Collegiate Education in TSAT Live Programme with CCE on 15th Sept 2018 and one student was selected for TSAT Nipuna live telecast programme in History</li> <li>• Under TSKC, periods are allotted to all the teachers to teach Communication Skills, Creative Writing and Life Skills to the students.</li> <li>• Various Student centric activities are held in the college like AntiRagging programme, Confidence Building programme, Hindi Diwas, Library Orientation programme, NSS Orientation programme, National Voters Day, Art, Craft and Food Festival, etc.</li> <li>• Faculty encouraged to present and publish papers and also organize National and State seminars in the college.</li> </ul>	

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<b>13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year</b>
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Plan of Action	Achivements/Outcomes
• Organizing Seminar	• National Urdu Seminar and Book Exhibition organized
• Updation and verification of Academic Records	• Updation and verification of Academic Records done
• Student Study Projects	• Student Study Projects participation by four students in Microbiology under Jignasa
• Best practices	• Best practices adopted by various departments
• Strengthening of college infrastructure	• Upgraded equipment in labs, classrooms and library
• Certificate courses	• Certificate courses were taken up by various departments
• Class Representatives	• Class representatives were elected and regular meetings held with them for effective dissemination of information
• Mentor-mentee system	• Mentor-mentee system adopted in TSKC
• ICT based Teaching	• Faculty used ICT based methods in teaching, PPT, slides, projector and smart classroom

<ul style="list-style-type: none"> <li>• Student - centric Teaching Methods</li> </ul>	<ul style="list-style-type: none"> <li>• Faculty has adopted studentcentric teaching methods like student seminars, projects, assignments, group discussions and role play</li> </ul>
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	24-Oct-2018
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	07-Feb-2019
17. Does the Institution have Management Information System ?	No

### Part B

#### **CRITERION I – CURRICULAR ASPECTS**

##### **1.1 – Curriculum Planning and Implementation**

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Our college has an effective mechanism for curricular delivery and documentation. As we are affiliated to Osmania University, we follow the Almanac provided by the University at the commencement of each semester. Academic Calendar and Institutional Plan is prepared keeping in view the Academic Calendar provided by the Commissionerate of Collegiate Education. We try to impart Quality Education depending upon the resources and potentiality of our institution. Each lecturer prepares an Annual Curricular Plan based on the curriculum provided by Osmania university. A Teaching plan includes course objectives, the contents and topics, synopsis, reference books and activities by the students. It provides us an insight on how classes are handled in the academic year. Each Department prepares their own Annual Action Plan based on the curriculum provided by Osmania University for both theory and practical. The department heads prepare the Plan incorporating various co-curricular and extra-curricular activities. The feedback from the students and other stake holders are collected periodically with regard to the curriculum design and the suggestions given are communicated to the curriculum designing authority through regular Board meetings. The Time Table committee prepares the time table at the onset of academic year which is abided by all the teachers. The curriculum framed by the University is followed and completed well within the stipulated time. It includes Discipline Specific Courses (DSC), Skill Enhancement Courses (SEC), Ability Enhancement Compulsory Course (AECC),

General Elective (GE), and Discipline Specific Elective (DSE) in the three year undergraduate CBCS course of study. The Principal conducts regular staff meetings to assess the completion of syllabus and review the implementation of departmental action plans and activities. The faculty keeps themselves abreast of latest developments in their subjects by attending refresher courses, orientation programmes, workshops and seminars organized by universities and colleges in their respective subjects. Study tours, field visits and guest lectures are organized from time to time to make the teaching - learning more effective. The college gives prime importance to ICT infrastructure and have enriched all the departments with computers, internal connectivity, projectors in a few labs, smart classrooms and computer labs. Bridge course is imparted to students if they are from other media or of different stream. Remedial coaching is given to slow learners. Examination timetable is communicated to the students as soon as it is declared by the university. Revision of syllabus, practical exams give the students required impetus to excel in exams. Result analysis is done by respective departments at the time of declaration of results. Teaching Plans, Teaching diaries are tacit documentation methods for effective curricular delivery.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Libre Office (Impress)	N/A	02/01/2019	40	Yes	Yes
Food and Nutrition	N/A	13/11/2018	12	Yes	Yes
Process of making Organic Manure and Compost	N/A	10/01/2019	30	Yes	Yes
Genetic Disorders and Inherited Diseases	N/A	01/02/2019	90	No	No
Communication Skills	N/A	21/01/2019	45	Yes	Yes
Spoken Tutorial	N/A	12/07/2018	30	Yes	Yes
Libre Office (Writer)	N/A	02/01/2019	40	Yes	Yes
Nandi Foundation - Mahindra Pride Classes	N/A	28/01/2019	8	Yes	Yes
N/A	Diploma in Urdu	01/04/2019	365	Yes	No

#### 1.2 – Academic Flexibility

##### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Economics Political Science Public Administration	02/05/2018
BA	History Political Science Public Administration	02/05/2018
BA	History Economics Public Administration	02/05/2018
BSc	Microbiology Botany Chemistry	02/05/2018
BSc	Genetics Zoology Chemistry	02/05/2018
<a href="#">View File</a>		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Genetics Zoology Chemistry	02/05/2018
BSc	Microbiology Botany Chemistry	02/05/2018
BA	History Economics Public Administration	02/05/2018
BA	History Political Science Public Administration	02/05/2018
BA	Economics Political Science Public Administration	02/05/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	206	40

### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Analytical Skills	20/09/2018	200
Logical Reasoning	18/10/2018	120
Computer Skills	23/08/2018	300
Basic Computer Skills	02/07/2018	127
Job Preparation and Interview Skills	05/02/2019	150
Resume Writing Skills	06/03/2019	150
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Botany Genetics Chemistry	1
BSc	Botany Zoology Chemistry	86
<a href="#">View File</a>		

### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

#### 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

##### Feedback Obtained

Feedback is collected from students, alumni, parents and other teachers through both formal and informal mechanism. Through formal mechanism a questionnaire is prepared and given to the students and the end of each semester and feedback is obtained and analyzed. However, an indirect feedback is also received from them through informal discussions, meetings. Through the feedback thus received, the students can become more involved, responsible and sincere and develop a sense of belonging to the organization if they are given a chance to directly participate in the process. Students' response helps the college in general and the teaching faculty in particular in understanding their requirements, keeping the courses and course contents up to the mark and also fulfilling their learning teaching demands. Therefore, it has been using a feedback system to collect the students' feedback on various aspects of teaching learning and curriculum designed by the university. The Assessment is done based on the feedback collected from the students, other teachers, parents, principal and alumni. The feedback is collected and analyzed at the end of every year / each semester. Feedback is obtained from the stakeholders on the curriculum on a regular basis and discussed in Annual departmental meetings. Student feedback is obtained for every course offered in a year and semester. The teachers are regularly counselled by the Head of the Institution in staff meetings for making teaching learning more effective. The Student Advisory Committee formed each year is regularly in touch with the students and interact with them on their general academic issues. Alumni regularly visit the college and provide feedback on the Quality of degree programs offered. Regular feedback from the stake holders gives an insight regarding the necessary changes required within the existing syllabus as well as up - gradation of the curriculum according to current Industry demands. All the courses were revised as per UGC Guidelines and major and significant changes were made with the introduction of CBCS during the year 2016 - 2017 by Osmania University. Keeping in view the curricular pattern in the new CBCS mode, necessary arrangements for teaching and for co curricular and extracurricular activities have to be made. Most teachers expressed that the syllabus in the programme/courses, designed by Osmania University is quite satisfactory and relevant to the present times. The Units/chapters in each course is planned meticulously and taught within six



months in a semester. Innovative methodologies of teaching are used in the classroom. Students are encouraged to participate in MANA TV T-SAT live programmes organised by CCE. Teachers also encourage students to participate in Jignasa study projects, student assignments, surveys, field trips and Group Discussions. Mentor-mentee system not only helps in academic counselling but also in providing them emotional support and in the personality development of students.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Botany Genetics Chemistry	30	12	12
BSc	Botany Zoology Chemistry	120	115	115
BSc	Microbiology Zoology Chemistry	30	29	29
BCom	Computer Applications	120	119	119
BCom	GENERAL	120	119	119
BA	Economics History Public Administration	25	9	9
BA	Economics Public Administration Political Science	25	18	18
BA	History Public Administration Political Science	25	20	20
BA	History Political Science Modern Language - Urdu	60	60	60
BA	History Political Science Economics	25	20	20

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### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of	Number of	Number of	Number of	Number of
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	students enrolled in the institution (UG)	students enrolled in the institution (PG)	fulltime teachers available in the institution teaching only UG courses	fulltime teachers available in the institution teaching only PG courses	teachers teaching both UG and PG courses
2018	1218	70	34	6	Nil

### 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
34	15	7	11	3	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

? Each faculty member acts as a mentor to whom a batch of thirty five students is assigned as mentees. ? After the first year admissions are over Mentor-Mentee list is prepared where in one faculty is allotted 35 students to mentor apart from the second year and third year students which also have their own mentors from the previous academic years. If the teachers are transferred, then other teachers are appointed in their place as mentor for the respective group. ? Every student will be counselled at least once by the faculty counsellor every semester. Issues which can be resolved at the faculty level would be taken care of and those beyond their capability will be referred to higher authorities for resolution. ? Sometimes parents are also called for counselling if any issues pertaining to the students require any special approach. ? The counselling would be centred on issues pertaining to student performance in academics, emotional support is given to them, overall development of their personality is looked after by getting them trained in soft skills and English language competence.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1218	34	1:36

### 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
43	43	Nil	25	5

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Harbans Kour	Principal (in-charge)	She Ministration Award, SHE COSMO

[View File](#)

### 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	129	VI	20/06/2019	26/07/2019
BA	262	VI	20/06/2019	26/07/2019
BCom	401	VI	07/06/2019	26/07/2019
BCom	405	VI	07/06/2019	26/07/2019
BSc	457	VI	21/06/2019	26/07/2019
BSc	445	VI	21/06/2019	26/07/2019
BSc	137	VI	21/06/2019	26/07/2019
BSc	459	VI	21/06/2019	26/07/2019
BSc	441	VI	21/06/2019	26/07/2019
BSc	468	VI	21/06/2019	26/07/2019
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#### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Our Institution is affiliated to Osmania University. Hence the evaluation system is as per the guidelines of the University. From the year 2016-2017, the semester system has been introduced by the University under CBCS Pattern of study and the following reforms have been made. • Introduction of grading system of evaluation based on CGPA Score of 10 point scale under Choice Based Credit System. • At the end of each semester theory and practical examinations are held by the University. • Internal Examination is a part of the semester system. • Internal Assessment is for 20 marks out of which 15 are for the written exam held twice in a semester as per the model given by the University and 5 are for the assignments. • For Assignment marks variety of methods are used periodically to assess the students like tests, quizzes, home assignments, questionnaire, student seminars, class activities, group discussions etc. • The final result in each course is calculated on the basis of the written internal examinations, the assignment (continuous assessment) and the performance in the end semester examinations. • The examination system is designed to test systematically the students' progress in class, laboratory and field work through continuous evaluation in place of usual single annual written examination performance. • The students are required to attend at least 75 of the classes actually held in each course. • The marks for internal assessment are posted online on the university website on or before the given last date.

#### 2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

At the beginning of every Academic year, Academic Calendar is provided by the Commissionerate of Collegiate Education (CCE) and also Osmania University . The Academic Calendar provided by the CCE includes the schedule of all the curricular, co-curricular and extracurricular activities. The Academic Calendar provided by the University includes • Commencement of Classes • Schedule for Internal Tests • Short Term Vacation • Last day of Instruction • Preparatory holidays • Schedule of Examinations • End Semester Vacation • Date of Reopening Our Institution strictly adheres to the given academic calendars for making college and departmental annual plans. • The schedule of examinations for annual, semester as well as internal examinations is according to the University academic calendar • Annual curricular plan is made by all the departments as per the academic calendar. • Annual Curricular Plan includes all

the activities for continuous internal evaluation and also written internal examinations as per the schedule given by Osmania University in their academic calendar. • All the departments strictly adhere to this plan for CIE and is checked by the Principal every month. • The Internal Examinations are held twice in each semester on the dates given by the Osmania University. • The marks for internal assessment are posted online in the university website on or before the given last date.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://gdcts.cgg.gov.in/hussainialam.edu>

### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
129	BA	History Political Science Economics	34	27	80
262	BA	History Political Science Modern Language - Urdu	47	44	94
051	BA	Political Science Computer Applications Modern Language -English	8	8	100
401	BCom	General	45	35	78
405	BCom	Computer Applications	33	25	76
445	BSc	Botany Zoology Chemistry	27	14	52
459	BSc	Microbiology Genetics Chemistry	17	13	76
457	BSc	Microbiology Zoology Chemistry	27	13	48
137	BSc	Botany Genetics Chemistry	9	3	33

468	BSc	Mathematics Physics Computer Science	12	4	33
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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://gdcts.cgg.gov.in/hussainialam.edu>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	National Council for Promotion of Urdu Language	1050000	0
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Pre- NAAC Workshop	IQAC	17/09/2018
National Urdu Seminar on Genre of Urdu Poetry	Urdu	22/03/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Outstanding and Dedicated Service in Education	Harbans Kour	SHE COSMO	25/04/2019	Certificate of Honour
<a href="#">View File</a>				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Departments of Microbiology and Botany	GDC W HA	Departments of Microbiology and Botany	Petri Dish Art, Compost-Making and Bottle-Gardening	Novel Practices	05/09/2018
<a href="#">View File</a>					

### 3.3 – Research Publications and Awards

## 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

## 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	Nil

## 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	0	Nil	0
<a href="#">View File</a>			

## 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Hindi	3
Library and Information Science	2
Urdu	7
Microbiology	1
<a href="#">View File</a>	

## 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nafeesa Khan ki Tareeron me Khawateen	Dr Abdul Quddus	Proceedings of One Day International Seminar on Feminist Literature in Deccan during 20th Century	2018	0	GDC W Hussainialam	Nil
<a href="#">View File</a>						

## 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Nil	Nil	Nil	0
<a href="#">View File</a>						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	7	Nil	Nil
Presented papers	2	5	Nil	Nil
Resource persons	Nil	2	Nil	Nil
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### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
International Yoga Day	NSS	5	25
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Education	Educational Excellence Award	Galaxy Group of Institutions	150
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	NSS	Cleaning the College Campus	10	50
Haritha Haram	Haritha Haram and NSS	Orientation and Tree Plantation	10	60
NSS	NSS	NSS Day Celebration	6	150
Guest Lecture by Socio Reforms Society	NSS and Socio Reforms Society	Guest Lecture on 'Are Lavish Weddings Religiously or Morally Justified'	10	150
NSS	NSS	National Integration Day	4	50
NSS	NSS and Urdu Department	National Education Day	6	100

NSS	NSS	National Youth Parliament Festival	6	100
NSS	NSS and Dept of Political Science	National Voters' Day	6	60

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### 3.5 – Collaborations

#### 3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Text Book Publication	I. M. Rajni	Nil	1
Rubaroo	Students	Nil	1
Blood Grouping Camp	Students	Nil	1
Contributors Personality Development	M. Asra Sultana	Nil	1
Contributors' Personality Development	Razia Rafath	Nil	1
E-Content Development	Dr. Abdul Quddus	Nil	1
Extension Service in setting up of MS IAS Academy Library	M. Asra Sultana	Nil	1
T-SAT 'Student as a Teacher Program'	G. Anjalipriya, B. Sc. student	Nil	1

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#### 3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Appointment as Dean, Faculty of Oriental Languages, Osmania University	Appointment as Dean	Osmania University	21/08/2018	20/08/2019	Dr Zulfeqar Mohiuddin Siddiqui
Nominated as Member of	Nominated as Member	Osmania University	21/08/2018	20/08/2019	Dr Zulfeqar



the Faculty of Oriental Languages, Osmania University					Mohiuddin Siddiqui
Supervised Ph. D. Candidates in their Ph. D. Research work	Ph. D. Supervisor	Osmania University	26/03/2019	26/03/2019	Dr Zulfeqar Mohiuddin Siddiqui
Appointed as Examiner in setting Question paper	Setting Question Paper	Osmania University	04/12/2018	04/12/2018	Dr Zulfeqar Mohiuddin Siddiqui
Extension Service in setting up of MS IAS Academy Library	Extension Service	MS IAS Academy, Hyd	02/01/2019	02/01/2019	M. Asra Sultana
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Urdu	15/09/2018	Sharing Knowledge on Research Activities	50
Arabic	15/09/2018	Sharing Knowledge on Research Activities	100
History	15/09/2018	Sharing Knowledge on Research Activities	40
Microbiology	20/04/2018	Sharing Knowledge on Research Activities	30
Genetics	20/04/2018	Sharing Knowledge on Research Activities	30
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
383695	383695

#### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
<a href="#">View File</a>	

#### 4.2 – Library as a Learning Resource

##### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NewGenLib	Fully	3.1.2	2017

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9580	503457	17	1154	9597	504611
Reference Books	384	71548	9	760	393	72308
e-Books	Nill	5900	Nill	Nill	Nill	5900
Journals	19	31699	19	18350	38	50049
e-Journals	Nill	5900	Nill	Nill	Nill	5900
CD & Video	20	500	Nill	Nill	20	500
Library Automation	1	99750	Nill	Nill	1	99750
<a href="#">View File</a>						

##### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Abdul Quddus	Basheer Badar ki Ghazal Goyi	SWAYAM	01/04/2019
Dr. Abdul Quddus	Azad Nazam, Muarra Nazam, Nashri Nazam, Ek	SWAYAM	05/04/2019

**4.3 – IT Infrastructure**

## 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	120	2	0	0	0	1	20	100	0
Added	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>120</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>20</b>	<b>100</b>	<b>0</b>

## 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

## 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Through SWAYAM	<a href="https://www.youtube.com/watch?v=vUpOMfDQZ2k">https://www.youtube.com/watch?v=vUpOMfDQZ2k</a>
Through SWAYAM	<a href="https://www.youtube.com/watch?v=kKNMIva1C9U">https://www.youtube.com/watch?v=kKNMIva1C9U</a>

**4.4 – Maintenance of Campus Infrastructure**

## 4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
182889	182889	200806	200806

## 4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

**Physical Facilities** The physical facilities including laboratories, classrooms and computers, etc are made available to the students who are admitted in the college. Labs 10 Classrooms 12 Computers 167 The classrooms, boards and furniture are utilized regularly by the students. There is Building Committee and Maintenance Committee in the college which oversees the maintenance and repairs related work regularly. They look after necessary arrangements to be made for adding new infrastructure as and when required. The cleaning of the classrooms and the labs are done with the efforts of non-teaching staff. Cleanliness of the campus is done through regular inspections. Lecturers are made Floor-in charges responsible to oversee the cleanliness of respective floors. The college has a night watchman. The college has 167 computers with internet connections and the utility software distributed in different locals like office, labs, library departments, staff rooms etc. All the stake holders have equal opportunity to use those facilities as per the rules and policies of the institution. The office computers are also connected

through the LAN, consisting of the office software, making work easier and systematic .The library is also provided with LAN for the computers. The faculty and staff can make use of the computer systems with internet facility. CCTV is installed in the campus and maintenance is done regularly. Computer maintenance work is also carried out regularly. The ICT Smart class rooms and the related systems are maintained properly. T - SAT equipment is maintained by Dish Doctor. The college has solar system which is additional support in the event of power interruption. Fire fighting equipment is available in each floor, laboratories, library and office. The maintenance of R. O. System (Drinking Water facility) is done regularly. Electrical and the plumbing related maintenance is done with the help local skilled persons and the expenditure is done from college budget. Academic and Support facilities Laboratory Equipment Stock Register is maintained by respective departments and Annual Stock Verification is done regularly. Equipment is maintained at the department level with the help of supporting staff. The Academic support facilities also include library, sports and other platform supporting overall development of the students like NSS, etc. Accession to library and sports/gym is permitted to all the students and staff equally. The maintenance and cleaning of Library and Sports/Gym equipment is done regularly with the help of the supporting staff.

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

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Yuvatharangam-budget sanctioned by CCE for Sports, Games, Cultural and Literary competitions	50	40800
Financial Support from Other Sources			
a) National	SC Development, BC Welfare, EBC, Minority Scholarship	552	0
b)International	Nil	Nil	0

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Bridge Course	19/06/2018	50	Arts,Commerce and Science Dept
PG Entrance Coaching	14/02/2019	15	Commerce Department
PG Entrance Coaching	14/02/2019	7	Microbiology Department
Career Guidance	25/09/2018	150	TSKC and Aditya

			Birla Group
Awareness Program on Civil Services and other Competitive Exams	08/10/2018	150	TSKC
Remedial Coaching	31/07/2018	250	Arts, Commerce and Science Dept
Yoga Meditation	21/06/2018	15	Physical Education
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	M.Com Entrance PG CET	15	15	15	Nil
2019	M.Sc Micro biology Entrance PG CET	34	34	7	Nil
2019	Orientation program by Hindustan Unilever Pvt Ltd	200	200	Nil	Nil
2019	Career Guidance program by Aditya Birla Group	150	150	Nil	Nil
2019	Awareness program by Gyanan Academy on Civil Services and Competitive Exams	150	150	Nil	Nil
2019	Orientation program and Placement Drive by Catalyst, HCS	17	17	Nil	13
2019	Orientation	43	43	Nil	Nil

	cum Placement program by Accenture				
2019	Orientation cum Placement program by Career Logic Staffing Pvt Ltd	50	50	Nil	Nil
2019	Disha Job Placement Drive	20	20	Nil	20
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	2

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Catalyst HCS and Disha	37	33
<a href="#">View File</a>					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	20	B. Com	Commerce	OU PG Colleges	M.Com and MBA
2019	5	B. Sc	Microbiology	OU PG Colleges	M. Sc Microbiology
2019	3	B. Sc	Chemistry	OU PG Colleges	B. Ed and M. Sc (Mathematics) M. Sc (Chemistry)
2019	10	B. A.	Arts	OU PG Colleges	B.Ed and M.A.
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year

(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	1
<a href="#">View File</a>	

#### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Volley Ball	Institutional	7
Chess	Institutional	2
Carroms	Institutional	4
Pyramids	Institutional	2
Throw Ball	Institutional	7
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Anmol Ratan Award in Sports and Education	National	Nil	Nil	108316405018	Vinithal akshmi
<a href="#">View File</a>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has student council which actively participates as student members in academic and administrative bodies in IQAC and CPDC committees of the institution. The Class Representatives are elected by the students of respective classes. The members of the Students Advisory Committee ensure prompt help and guidance required by the students in any issue. The Class Representatives actively participate in various activities. Regular Meetings are held with them by the college management which helps in smooth dissemination of information and participative decision - making. Our college NSS volunteers participate in day camps. They make preparations for the Telanganaku Haritha haram by digging the pits cleaning the surroundings NSS volunteers also create awareness in the neighbourhood of the college about the importance of Telengana ku Haritha haram saplings are regularly planted in the college campus. They take part in free medical camp which takes place in college campus. Our students participate in various district level competitions win several prizes, under Yuvatharangam and other competitions.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Government Degree College for Women, Hussainialam has a registered Alumni Association Regd No, 734. It is a great support and has been playing active role in the activities of the college. It was started on 15 November 2011. The

Alumni Association has been giving gold medal to the College Topper every year in our Annual Day celebrations. The very mention of alumni brings before us the glorious past and distinctiveness of our college that we are old, large and big. It conjures up vivid memories of yesteryears the nostalgia and rich heritage and traditions of the past which shaped our college. Over the years we have crossed several milestones, made significant contributions to the advancement of knowledge and kept pace with the changing times and needs of the new generations. Alumni are a part of this process of continuity, change, tradition and modernity. The college seeks to institutionalize these bonds between alumni alma mater through the Association into a long relationship. Govt. Degree College for Women, Hussainialam has always considered its alumni as a source of strength, support and sustenance in its efforts of innovation and institution building in higher education. The Alumni Association of our college which had been formed in order to fulfil the long felt need for a forum and the cherished desires of its alumni, participate actively in all our endeavours. To streamline its functioning an Alumni Committee has been constituted by the college which include its former students who are a part of our teaching faculty now to provide vision, guidance to coordinate the all round activities of the Alumni Association. We envisage the Alumni Association as partner in the progress of the college. This Association unfolds before us a series of opportunities to serve this great college and lead by cooperation in full measure in its success and sustenance.

5.4.2 – No. of enrolled Alumni:

200

5.4.3 – Alumni contribution during the year (in Rupees) :

9900

5.4.4 – Meetings/activities organized by Alumni Association :

1. New body elected on 24-6-2018 2. Alumni and Parents Meeting held on 8-9-2018  
3. Alumni Meeting held on 10-10-2018

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Principal is the head of the institution, however to decentralize the administration and promote the culture of participative management she has delegated some powers to the vice-principal, heads of departments and coordinator/conveners of committees. Every year at the outset of the academic year, the Principal forms various committees/cells to look into the curricular, co-curricular and extra-curricular activities in addition to their regular duties/respective works. Meetings are held regularly and minutes of the meetings are recorded. The in charges are responsible to take decisions under the chairpersonship of the principal. The coordinator/convener of various committees takes the help of their committee members to execute the tasks/work at hand. Like-wise the involvement of the faculty members is also ensured by the head of the departments to develop their departments and is responsible for other activities of the department apart from teaching and learning. The Principal often holds meetings and tries to involve the staff members, takes their opinion on respective matters and their suggestions are considered in the decision making process. • Academic Guidance Officer handles all the academic and examination matters in the college. • The Internal Quality Assurance Committee (IQAC) is responsible to promote and enhance the quality culture in the college. • College Planning and Development Committee (CPDC) has the



cooperation of educationists, philanthropist and social worker as members. • Telangana Skill based Knowledge Centre (TSKC) Committee organizes various programs to develop the soft skills of the students and raise their employability quotient. • University Grants Commission (UGC) Committee looks after the sanction of UGC grants/funds and their proper utilization. • Rashtriya Uchchatar Shiksha Abhiyan (RUSA) Committee looks after the RUSA grants allotted to the college and their proper utilization. • MANA TV Committee oversees the live telecast of daily lessons for degree students, live telecast by the lecturers and students of the college. • NSS Committee is responsible for the various social service schemes taken up by the students. These were just a few committees of the college listed. Apart from these other regular committees are also formed every year to look into the assigned job. Students are also involved under participative management as members in IQAC, CPDC Committees and NSS volunteers. The mentor-mentee system has been introduced to share the routine activities of the lecturers. Parents are given due importance and their suggestions are taken in crucial decision making by respective departments.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admissions are only through DOST online portal which is common to all the colleges in the state. The entire process is conducted with utmost transparency.
Industry Interaction / Collaboration	Under TSKC students are invited to attend orientation programmes, trainings and workshop and are mentored by industry. The college has also signed MoUs with various organizations.
Human Resource Management	The College is a government degree college, hence HR recruitment and evaluation is done by CCE. The faculty update their knowledge and teaching skills by joining workshops and training programmes.
Library, ICT and Physical Infrastructure / Instrumentation	A new library building is being constructed. ILMS Software NewGenLib and NLIST are used for efficient ICT resources usage. Upgradation of existing building is done by constructing third floor.
Research and Development	Faculty are encouraged to apply for various research programmes under UGC. They are also encouraged to write papers in seminars/conferences and publish papers in reputed journals. The office of the Commissionerate of Collegiate Education conducts Jignasa programme for the students in which Study Projects are called for from the

	students all over the state.
Examination and Evaluation	The college examination and evaluation system is according to the rules framed by Osmania University. Semester exams are conducted at the end of each semester. Valuation camps are organized by the University and results are declared within 1-2 months. Evaluation at the college level is done for 20 marks through internal exams and marks are posted online in the university website. Continuous assessment is also done through assignments, tests and other activities. Examination Branch and Examination Committee looks after all the examination related works. Question Papers are downloaded online half an hour before the exam and distributed to the students.
Teaching and Learning	The staff are all well versed with all the modern ICT techniques. The college follows the academic calendar given by the University. The college then prepares its own academic and institutional plan keeping the CCE Almanac in focus. Students' seminars, class room assignments, projects and role plays and other competitions are conducted. Remedial coaching is given to the students when needed. The faculty is encouraged to attend orientation programmes and refresher courses.
Curriculum Development	Government Degree College for Women, Hussainialam is an affiliated college under Osmania University. Hence the college on its own cannot develop any curriculum, but at the same time certain departments run certificate courses to augment the curriculum and improve the skills of the students. There is scope for students to opt for inter-disciplinary courses.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Academic Calendar and Institutional Plan are uploaded in College website.
Administration	Official communication with CCE and others is through email.
Finance and Accounts	Salary bills are prepared online through Telangana government official website. Staff salaries payment and students' admission fees, exam fees

	payment is done electronically,
Student Admission and Support	Admissions are only through DOST online portal. Student scholarship are processed and deposited online.
Examination	Nominal Rolls, Hall Tickets are provided b the University online. Question Papers are sent by the University online which are downloaded half an hour before the exams. Exam related communication with the university is all done online. Internal marks are posted in university website online. And results are also declared online by the university.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NIL	NIL	NIL	Nil
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	N-LIST User Awareness Program	Nil	05/09/2018	05/09/2018	10	Nil
2018	Rexona Confidence Building Program	Nil	06/09/2018	06/09/2018	10	Nil
2018	Pre-NAAC Workshop	Nil	17/09/2018	17/09/2018	20	3
2019	Nil	CAIMS Training	24/01/2019	24/01/2019	1	2
<a href="#">View File</a>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration

UGC Orientation Workshop on Adoption, Promotion, Production of MOOC courses on SWAYAM Platform	1	31/08/2018	31/08/2018	1
Contributor Personality Training Program	2	14/09/2018	14/09/2018	1
Refresher Course through ARPIT - SWAYAM	2	01/11/2018	31/01/2019	90
Orientation Program	1	04/01/2019	31/01/2019	28
EAT Module of Public Financial Management Sstem (PFMS) for HEIs	2	12/02/2019	12/02/2019	1

[View File](#)

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	30	2	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>The college has the following effective welfare measures for the teaching staff: Regular staff members enjoy Government schemes such as • General Provident Fund (GPF) which they get upon retirement, • Loans from GPF, • Contributory Pension Schemes, • Medical reimbursement, • General Insurance Scheme (GIS), • Telangana State General Life Insurance (TSGLI), • Gratuity amount at the time of retirement, • Maternity leave for six months for female employees and paternity leave for fifteen days for male</p>	<p>The college has the following effective welfare measures for the non-teaching staff: Regular staff members enjoy Government schemes such as • General Provident Fund (GPF) which they get upon retirement, • Loans from GPF, • Contributory Pension Schemes, • Medical reimbursement, • General Insurance Scheme (GIS), • Telangana State General Life Insurance (TSGLI), • Gratuity amount at the time of retirement, • Maternity leave for six months for female employees and paternity leave for</p>	<p>Central and State Government scholarships, Concessional Student Bus passes. Blood grouping camp, medical camp for all students and ramps for physically handicapped students at college level.</p>

employees, • Child care leave for ninety days in six spells of fifteen days each, • Five Special CLs for Women employees, • Medical leave, • Earned leave and surrender of earned leave Contract employees have three months maternity leave facility

fifteen days for male employees, • Child care leave for ninety days in six spells of fifteen days each, • Five Special CLs for Women employees, • Medical leave, • Earned leave and surrender of earned leave

#### 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college through its various committees checks and rechecks the purchases to be made, resolutions are taken and all norms are followed so as to comply with the rules. Each bill is scrutinized carefully before being accepted or rejected by the principal. External audit is done by accountants of AG Office and the CCE. Last external AG audit was done in November 2018. Commissionerate of Collegiate Education also conducts Academic and Administrative Audits regularly by constituting a committee comprising of faculty from other institutions. They verify all the records of the college and give suggestions for improvement.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Zakat and Charitable Trust	50000	For students
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

100000

#### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCE	Yes	IQAC
Administrative	Yes	AG Audit	Yes	Principal

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Parent Teacher Meeting held by the respective departments for counselling of students. 2. Whatsapp group of parents is formed for effective dissemination of information 3. Parents are part of College Planning and Development Committee, hence coordinate in various developmental activities.

6.5.3 – Development programmes for support staff (at least three)

1. Staff Club contributes towards out sourcing staff well being and their medical expenses. 2. Welfare measures are taken up at the time of their retirement by the Staff Club 3. A few attender' children's education is also taken care of by the Staff Club of the college.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Teachers are encouraged to enhance ICT usage in Teaching and Learning 2. Students' confidence boosted up through student centric activities and they are encouraged to take part in various competitions and activities 3. Number of Classrooms, furniture, lab equipment and infrastructure increased for the benefit of students

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	N-LIST Awareness Program	05/09/2019	05/09/2018	05/09/2018	20
2018	Alumni and Parents' Meeting	08/09/2018	08/09/2018	08/09/2018	60
2018	Mock NAAC - Verification of records in view of NAAC	28/09/2018	28/09/2018	29/09/2018	20
2019	National Urdu Seminar	22/03/2019	22/03/2019	23/03/2019	200
2019	Orientation cum Placement Program	23/04/2019	23/04/2019	23/04/2019	250
2019	Students' Study Projects encouraged	05/02/2019	05/02/2019	05/02/2019	4

[View File](#)

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Yoga Day	21/06/2018	21/06/2018	50	Nil

She Cosmos Orientation Program	12/04/2019	12/04/2019	157	Nil
She Cosmos Certificate Program - She Shield (for Parents)	24/04/2019	24/04/2019	45	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
18.03

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	2
Scribes for examination	Yes	1
Special skill development for differently abled students	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	Nil	26/09/2018	1	Guest Lecture	Lavish Weddings are right or wrong	100
2018	1	Nil	06/09/2018	1	Confidence Building Program	Confidence in students and Interview skills	200
2019	Nil	1	26/02/2019	1	Awareness Program about Political Rights of Youth	Awareness Program about Political Rights of Youth	25
2019	1	Nil	06/02/2019	1	Art, Craft and	Handicrafts and	200

					Food Festival	local cuisine was made by students
<a href="#">View File</a>						

#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Hand Book	30/06/2018	The College Handbook includes the information about the college, list of courses, list of teaching and non-teaching staff, Admission Procedure, sanctioned strength, eligibility criteria, fee structure, general rules and regulations and introduction about certain college activities.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
T S Formation Day	02/06/2018	02/06/2018	30
Independence Day	15/08/2018	15/08/2018	65
National Integration Day	31/10/2018	31/10/2018	50
Republic Day	26/01/2019	26/01/2019	55
<a href="#">View File</a>			

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Haritha Haram- tree plantation drive 1. Swachh Bharath - cleanliness drive in the campus 2. Ozone Day Celebrations in the college 3. Essay competition on 'Biodiversity' by Botany Department 4. Vermicompost preparation and efforts to make campus plastic free
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### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

<p><b>BEST PRACTICE - 1</b></p> <p>1. Title of the Practice Haemoglobin Estimation for I Year Students 2. Goal of the Practice Many of the students who are admitted in our college come from economically backward sections of the society. They do not have proper resources to have balanced nutritious food. These young girls are generally anaemic. Our goal was to identify these anaemic students and guide them to increase iron content in their blood and lead a healthy life. 3. The Context The first year students who join our college belong to economically backward sections of the society. Most of the time they do not take healthy nutritious food or are not aware of the benefits of consuming balanced meals. 4. The Practice Many of these young girls suffer from iron deficiency and are anaemic. They often have general fatigue, weakness, pale skin, shortness of breath, brittle nails and lose concentration. Hence Department of Microbiology</p>
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resolved to identify anaemic students. Haemoglobin Estimation was done for I year students. Anaemic students were identified and they were counselled and guided to have iron-rich diet to increase their haemoglobin level. 5. Evidence of Success After six months again haemoglobin estimation was done for these students. Haemoglobin content was found to have increased for them. The students were able to lead and maintain a healthy and balanced life. 6. Problems encountered and Resources required It was difficult to do Haemoglobin Estimation for all the first year students. More number of staff and test equipment will be required to take up the exercise for all first, second and final year students. BEST PRACTICE - 2 1. Title of the Practice Mentorship practice 2. Objectives of the Practice To Strengthen the bond between the teacher and taught and to provide academic support to the students. 3. The Context To check indiscipline, irregularity and lack of motivation among the students, Mentorship system is introduced to motivate the students. . As a result students became more enthusiastic and started participating in all the activities of the college. 4. The Practice Each one of the lecturer is assigned the job of mentor and incharge for each class ,and they are responsible for that particular class in all aspects. The mentor meets them one hour every week and takes care of ? Mentoring and guiding ? Charting their progress through maintenance of progress records. ? Instilling values of discipline, punctuality, regularity, confidence . ? Conducting parent- teacher interface meetings 5. Evidence of Success More than fifty percent of the students have shown remarkable change in their attitude to academic pursuits. 6. Problems Encountered and Resources Required It takes some time on the part of the teachers to trace out the slow learners. Though Parent Teacher Meetings are arranged, very few parents turn up to attend the meeting.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

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

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Just as technology is changing the way we communicate, social and cultural forces are reshaping our communities and the way in which we live. Higher education is already feeling the impact of this shift the success of the institution of higher education in general is measured by its ability to impart quality education to create employable graduates with professional skill sets. Catering to the diversified needs of higher education the college envisages to be an institute committed to achieve academic excellence through these parameters by the virtue of the flexibility and freedom to give quality education, and the college conducts its programmes and activities by overarching vision, mission and goals all are revisited periodically and revised if appropriate. The Mission of our college is Women Empowerment as the hundred percent of the college strength is girls students. Under this mission there is also institution's Vision to grow into an abode of learning accessible and upliftment of the downtrodden that are educationally, economically and socially marginalized section of the city and its adjacent places and to Create Complete Personalities Through Value Based and Career Oriented Education. Innovation is certainly the institutions cutting edge, which reinforce and sustains its distinctive environment of excellence in education to fulfil the vision. The College is making sincere efforts towards the students' benefit as a whole. The institution stands for humanity, for tolerance, for reason, for the adventure of ideas and for the search for truth. For this we create an environment that fosters teamwork, cooperation and mutual support. We strive towards equipping young people to meet the challenges of these modern times. We

are well aware that we exists for our students and do our very best to provide a most friendly and growth oriented ambience for them. We do everything in our capacity to ensure excellent standards that would secure them leadership in tomorrow's challenging world. Through the existing setup, College is definitely proving to be a strong Learning centre for the Community around.

Provide the weblink of the institution

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

### **8.Future Plans of Actions for Next Academic Year**

? Teachers to strengthen Research and Consultancy ? Teachers to become BOS members to strengthen curriculum enrichment ? Paper publications to be focused on by the faculty ? Infrastructure of the college to be increased under RUSA ? ICT usage to be used more in Teaching - Learning ? Student participation to be increased in various activities ? More innovative methods of teaching to be promoted ? To give more exposure to students about competitive world ? Green Auditing to be done in college ? To enhance employability skills of students through TSKC