



DEPARTMENT

PROFILE

2020-21



DEPARTMENT OF BUSINESS MANAGEMENT

NAGARJUNA GOVERNMENT COLLEGE(A)

NALGONDA

PHONE 08682-222453

Our Mission

It has always been our endeavor
Individually as well as collectively
to reach a state of enlightenment
and to strive to kindle and ignite
a spark in the minds of the students
by inspiring them
to tread the path of the art of living.

ABOUT THE DEPARTMENT

Nagarjuna Government College was established in 1956. Department of Business Management came into existence in 2019-20 Academic year with the introduction of the BBA Regular course in English Medium. The University with an avowed aim of exposing the students to all core areas of business Management systems in the gradually changing national and International Management scenario and developments in Management. Keeping also in view the up-to-date trends and changes in a world of globalization and computerization, the Department of Business Management has introduced.

The Department has taken an initiative to start the BBA Course in the academic year 2019-20. The Department has strengthened itself with well experienced teachers sincerely committed to imparting quality education. They keep themselves abreast of the rapidly changing facets of the world of business and industry.

The faculty members of this department have a voluminous experience to their credit and are sincerely committed to the mission of imparting quality education. They keep themselves -abreast of the rapidly changing world of business and Industry.

ABOUT THE PROGRAMME

In the present liberalized economy, a demand for Management services in form and size is increasing. BBA is a very important educational landmark because it opens up higher Educational opportunities in the field of Business and Commerce such as MBA. It is also important because it could lead to Management level jobs in various companies as it is a purely Management sector. The reforms in financial sector opened opportunities for professionals in the field of finance and other related areas. Realizing the needs of financial sector, the Department of Business Management has taken the lead in offering Bachelor Programme in Management with Specialization in Management system.

The thrust on growing industrialization and foreign Environment in Indian Industry coupled with complexities of International monetary environment calls for professional approach in the areas of finance and accounting. The course structure aims at equipping students with improved ways of conducting Organizational analysis, financial accounting analyses. The students will be best suited to undertake financial planning and budgeting, rational decision making, financial analysis for Investment management, equity research and good corporate reporting.

THE OBJECTIVES OF BBA PROGRAMME

- ✓ To expose the students to the latest development in the area of Finance and Management and thus provide professional outlook and effective business management.

- ✓ To develop knowledge and perceptive skills in functional areas like finance and Management

- ✓ To impart practical knowledge of Management techniques and Strategies Application to help in Decision Making process

The course structure is designed to provide regular class room interactions, seminars, Group discussion, Case Studies. The admission to the course is on the basis of performance in the intermediate examination conducted by board of intermediate of Telangana Government.



NAGARJUNA GOVT.COLLEGE (AUTONOMOUS), NALGONDA
DEPARTMENT OF BUSINESS MANAGEMENT, NGC
Structure of BBA (CBCS) for Nagaruna Govt. College, Nalgonda.
(w.e.f. Academic Year 2019-20)
BBA PROGRAMME

FIRST YEAR:

SEMESTER-I

| <i>Course Code</i> | <i>Course Title</i> | <i>HPW</i> | <i>Credits</i> |
|--------------------|-------------------------------|------------|----------------|
| ELS 1 | English (First Language) | 4 | 4 |
| SLS 1 | Second Language | 4 | 4 |
| AECC 1 | Environmental Science | 2 | 2 |
| DSC 101 | Principles of Management | 5 | 5 |
| DSC 102 | Basics of Marketing | 5 | 5 |
| DSC 103 | Business Economics | 5 | 5 |
| | Total Semester Credits | 25 | 25 |

FIRST YEAR:

SEMESTER-II

| <i>Course Code</i> | <i>Course Title</i> | <i>HPW</i> | <i>Credits</i> |
|--------------------|-------------------------------|------------|----------------|
| ELS 2 | English (First Language) | 4 | 4 |
| SLS 2 | Second Language | 4 | 4 |
| AECC 2 | Basic Computer Skills | 2 | 2 |
| DSC 201 | Organization Behaviour | 5 | 5 |
| DSC 202 | Business Statistics | 5 | 5 |
| DSC 203 | Business Law | 5 | 5 |
| | Total Semester Credits | 25 | 25 |

SECOND YEAR:**SEMESTER-III**

| <i>Course Code</i> | <i>Course Title</i> | <i>HPW</i> | <i>Credits</i> |
|--------------------|----------------------------------------|------------|----------------|
| ELS 3 | English (First Language) | 3 | 3 |
| SLS 3 | Second Language | 3 | 3 |
| SEC 1 | Principles of Insurance | 2 | 2 |
| SEC 2 | E-Banking | 2 | 2 |
| DSC 301 | Financial Accounting | 5 | 5 |
| DSC 302 | Human Resources Management | 5 | 5 |
| DSC 303 | Introduction to Information Technology | 4 | 4 |
| DSC 303 | IT-LAB | 2 | 1 |
| | Total Semester Credits | 26 | 25 |

SECOND YEAR:**SEMESTER-IV**

| <i>Course Code</i> | <i>Course Title</i> | <i>HPW</i> | <i>Credits</i> |
|--------------------|----------------------------------------|------------|----------------|
| ELS 4 | English (First Language) | 3 | 3 |
| SLS 4 | Second Language | 3 | 3 |
| SEC 3 | Practice of General Insurance | 2 | 2 |
| SEC 4 | Banking Technology | 2 | 2 |
| DSC 401 | Financial Management | 5 | 5 |
| DSC 402 | Marketing Research | 5 | 5 |
| DSC 403 | Business Ethics & Corporate Governance | 5 | 5 |
| | Total Semester Credits | 25 | 25 |

THIRD YEAR:**SEMESTER-V**

| Code | Course Title | Course Type | HPW | Credits |
|-------|--------------------------------------------------------------------------------------------------------------------------------|-------------|-----|---------|
| BB501 | Human Values and Ethics | SEC-3 | 2 | 2 |
| BB502 | Basics of Quality Management | GE-1 | 2 | 2 |
| BB503 | Management Science | DSC-1E | 5 | 5 |
| BB504 | International Business | DSC-2E | 5 | 5 |
| BB505 | Fundamentals of Technology Management | DSC-3E | 4 | 4 |
| BB506 | Elective -I Financial Institutions & Markets(F) Marketing of Services (M) Leadership and Change Management(HR) | DSE-1A | 5 | 5 |
| BB507 | Elective -II Investment Management(F) Retail Management(M) Industrial Relations(HR) | DSE-2A | 5 | 5 |
| | | | 28 | 28 |

THIRD YEAR:**SEMESTER-VI**

| | | | | |
|-------|-------------------------------------------------------------------------------------------------------------------------|--------|-----|-----|
| BB601 | Office Management and Correspondence | SEC-4 | 2 | 2 |
| BB602 | Start-up Management | GE-2 | 2 | 2 |
| BB603 | Strategic Management | DSC-1F | 5 | 5 |
| BB604 | Cost & Management Accounting | DSC-2F | 5 | 5 |
| BB605 | Project Work | DSC-3F | 4 | 4 |
| BB606 | Elective- III Banking & Insurance (F) Consumer Behaviour(M) Performance Management (HR) | DSE-1B | 5 | 5 |
| BB607 | Elective- IV Business Taxation (F) Advertising & Sales Promotion(M) Talent and knowledge Management(HR) | DSE-2B | 5 | 5 |
| | | | 28 | 28 |
| Total | | | 165 | 164 |

HPW- Hours Per Week; **AEC-** Ability Enhancement Course (Compulsory) **CC-** Core Course;

SEC- Skill Enhancement Course;

Electives – GEN- Generic for BBA students, **ID-** Interdisciplinary- Offered by this department for other department students

DSC- Discipline Specific Course; **DSE-** Discipline Specific Elective **F-** Finance; **M –Marketing;** **HR-** Human Resource Management

Summary of Credits

| Sl.No | Course Category | No. of Courses | Credits per Course | Credits |
|-------|------------------|----------------|--------------------|---------|
| 1. | AECC | 2 | 2 | 4 |
| 2. | SEC | 4 | 2 | 8 |
| 3. | CC Language | 8 | 5 | 40 |
| 4. | DSC | 16 | 5 | 80 |
| | | 2 | 4 | 8 |
| 5. | DSE | 4 | 5 | 20 |
| 6 | GE | 2 | 2 | 4 |
| | TOTAL | 38 | | 164 |
| | Management Total | 22 | | 114 |

Note:

1. IT lab will be evaluated through a practical exam.
2. At the end of third year there will be a comprehensive viva-voce on subjects & project undertaken during six semester and evaluation of project report.
3. Grade (A/B/C/D) is awarded to both the project viva-voce and project report.

WORK LOAD PARTICULARS: BBA (General)

FIRST YEAR

SEMESTER-I

| S.NO | SUBJECT | Theory | Practical |
|-------|--------------------------|--------|-----------|
| 1 | Principles of Management | 5 | |
| 2 | Basics of Marketing | 5 | |
| 3 | Business Economics | 5 | |
| | | | |
| Total | | 15 | |

SEMESTER-II

| S.NO | SUBJECT | Theory | Practical |
|-------|------------------------|--------|-----------|
| 1 | Organization Behaviour | 5 | |
| 2 | Business Statistics | 5 | |
| 3 | Business Law | 5 | |
| | | | |
| Total | | 15 | |

SECOND YEAR

SEMESTER-III

| S.NO | SUBJECT | Theory | Practical |
|-------|----------------------------------------|--------|-----------|
| 1 | Financial Accounting | 5 | |
| 2 | Human Resources Management | 5 | |
| 3 | Introduction to Information Technology | 4 | |
| 4 | IT-LAB | - | 2 |
| Total | | 16 | - |

SEMESTER-IV

| S.NO | SUBJECT | Theory | Practical |
|-------|----------------------------------------|--------|-----------|
| 1 | Financial Management | 5 | |
| 2 | Marketing Research | 5 | |
| 3 | Business Ethics & Corporate Governance | 5 | |
| | | | |
| Total | | 15 | - |

BOARD OF STUDIES

| S.No | Name | Designation |
|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| 1 | K.Haritha Asst.Prof.of Economics In-Charge of Department of Business Management Nagarjuna Govt.College,Nalgonda | BOS Chair Person |
| 2 | Dr.Aluvala Ravi Associate.Prof.of Business Management MG University Nalgonda | University Nominee |
| 3 | Dr.M.Sree Lakshmi Associate.Prof.of Business Management MG University Nalgonda | Subject Expert |
| 4 | Dr.B.Saritha Associate.Prof.of Business Management MG University Nalgonda | Subject Expert |
| 5 | N.Venkat Reddy Lecturer in Commerce Nagarjuna Govt.College,Nalgonda | Member |
| 6 | N.Shankaraiah Lecturer in Commerce Nagarjuna Govt.College,Nalgonda | Member |
| 7 | Sk.Vahedbaba Lecturer in Commerce Nagarjuna Govt.College,Nalgonda | Member |
| 8 | V.Renuka Lecturer in Commerce Nagarjuna Govt.College,Nalgonda | Member |

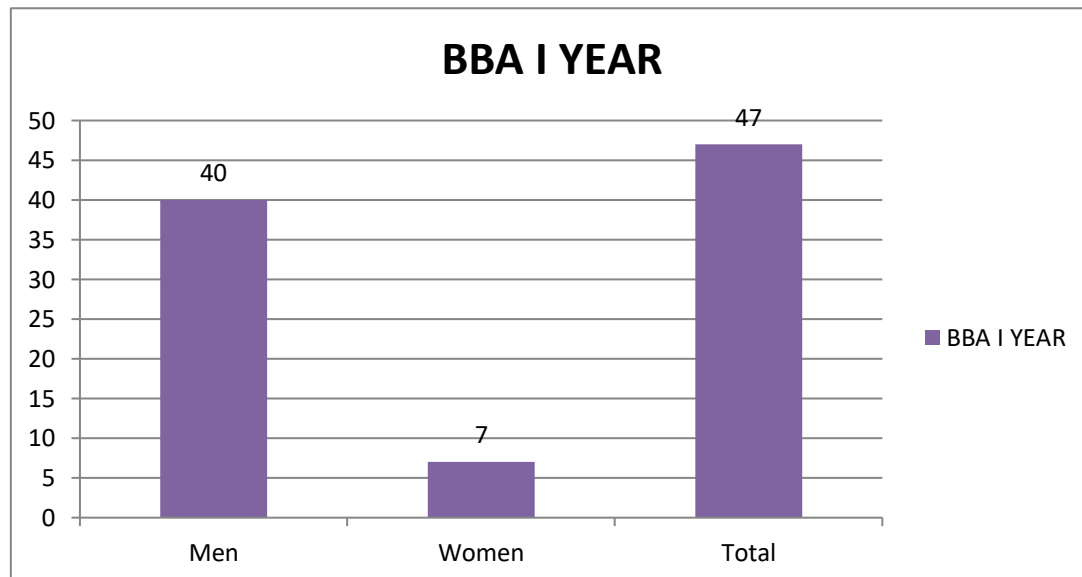
Profile of the students

- A good number of students comes with an average level of awareness hailing from poor socio-economic back ground as rural first generation literate
- Majority of the students commutes daily from their native villages situated around Nalgonda town by availing bus pass facility provided by TSRTC.
- Despite Low performance at entry level the students are well taught and encouraged to overcome the difficulties by arranging students seminars, organizing extension Lectures and conducting tests.
- Finally the performance of the students is tested through Semester end examinations. The strength particulars and the results of the last Last year are given below.

Students Strength particulars

2019-20

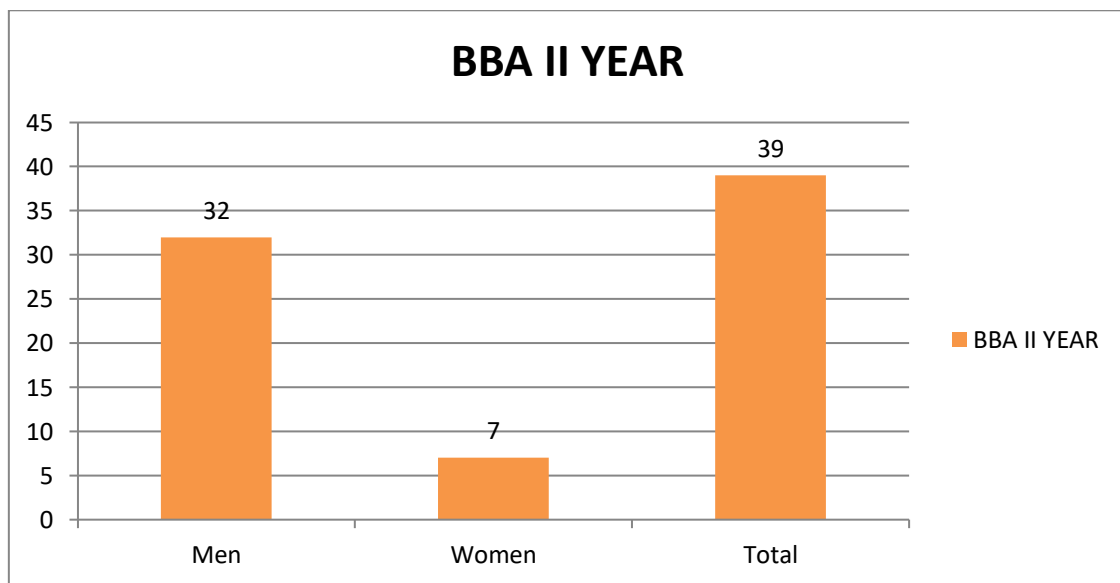
| Course | Years | Men | Women | Total |
|--------------|-------|-----------|----------|-----------|
| BBA | I | 40 | 7 | 47 |
| Total | | 40 | 7 | 47 |



Students Strength particulars

2020-21

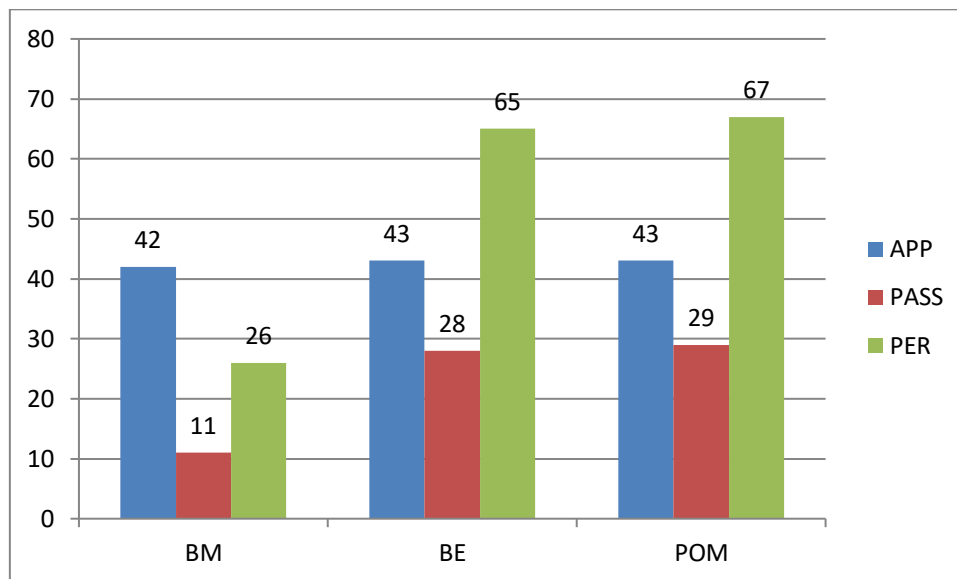
| Course | Years | Men | Women | Total |
|--------|--------------|-----------|----------|-----------|
| BBA | I | - | - | - |
| | II | 32 | 7 | 39 |
| | Total | 32 | 7 | 39 |



EXAMINATION RESULTS

(2019-20)

SEM-I



| | BM | BE | POM |
|-------------|-----------|-----------|------------|
| APP | 42 | 43 | 43 |
| PASS | 11 | 28 | 29 |
| PER | 26 | 65 | 67 |

STAFF PARTICULARS FROM 2019-20

| S. No | Name of the Faculty | Designation | Qualification | Service |
|--------------|----------------------------|----------------------------------------------|-----------------------|----------------|
| 1. | K. Haritha | Incharge of the Dept. of Business Management | M.A,SET | |
| 2. | N.Venkat Reddy | Lecturer | M.Com, SLET | |
| 3. | N.Shankaraiah | Lecturer | M.Com | |
| 4. | Sk.Vahedbaba | Lecturer | M.Com, B.Ed,AP-SET | |

STAFF PARTICULARS FROM 2020-21

| S. No | Name of the Faculty | Designation | Qualification | Service |
|--------------|----------------------------|----------------------------------------------|-----------------------|----------------|
| 1. | K. Haritha | Incharge of the Dept. of Business Management | M.A,SET | |
| 2. | O.Vishnumurthy | Lecturer | M.Com | |
| 3 | A.Jan Reddy | Lecturer | M.Com, B.Ed,AP-SET | |
| 3. | N.Shankaraiah | Lecturer | M.Com | |
| 4. | Sk.Vahedbaba | Lecturer | M.Com, B.Ed,AP-SET | |
| 5. | V.Renuka | Lecturer | M.Com | |

CURRICULUM VITAE

1. NAME : N. Venkat Reddy
2. DESGINATION : Contract Faculty
3. Academic qualifications : M.Com, SLET
5. TOPIC/AREA OF RESEARCH : NIL
6. DETAILS OF PUBLICATIONS : NIL
7. SEMINARS/WORKSHOPS/ TRAINING PROGRAMS ATTENDED: NIL
8. ORIENTATION/REFERSHER COURSES ATTENDED : NIL
9. CO&EXTRA CURRICULAR ACTIVITIES :
- i. Participated Two Days workshop on new Curriculum at N.G.College, Nalgonda.
 - ii. Participated One day workshop on Employment Opportunities to Commerce Graduates.
 - iii. Participated One day workshop on Commerce Practical at UG Level.
 - iv. Participated One day workshop on Research Methodology in Commerce.
 - v. Participated General Quiz and Business Quiz to students of Commerce.
10. AWARDS/MEDALS/MERITS CERTIFICATES RECEIVED : NIL

CURRICULUM VITAE

1. NAME : O. Vishnumurthy
2. DESGINATION : Contract Faculty
3. Academic qualifications : M.Com.,
5. TOPIC/AREA OF RESEARCH : NIL
6. DETAILS OF PUBLICATIONS : NIL
7. SEMINARS/WORKSHOPS/ TRAINING PROGRAMS ATTENDED: NIL
8. ORIENTATION/REFERSHER COURSES ATTENDED : NIL
9. CO&EXTRA CURRICULAR ACTIVITIES :
- i. Participated Two Days workshop on new Curriculum at N.G.College, Nalgonda.
 - ii. Participated One day workshop on Employment Opportunities to Commerce Graduates.
 - iii. Participated One day workshop on Commerce Practical at UG Level.
 - iv. Participated One day workshop on Research Methodology in Commerce.
 - v. Participated General Quiz and Business Quiz to students of Commerce.
10. AWARDS/MEDALS/MERITS CERTIFICATES RECEIVED : NIL

CURRICULUM VITAE

1. NAME : A Jan Reddy
2. DESGINATION : Guest Faulty
3. Academic qualifications : M.Com, B. Ed, AP-SET
5. TOPIC/AREA OF RESEARCH : NIL
6. DETAILS OF PUBLICATIONS : NIL
7. SEMINARS/WORKSHOPS/TRAINING PROGRAMS ATTENDED : NIL
8. ORIENTATION/ REFERSHER COURSES ATTENDED : NIL
9. CO&EXTRA CURRICULAR ACTIVITIES:
- i. Participated Two Days workshop on new Curriculum at N.G.College, Nalgonda.
 - ii. Participated One day workshop on Employment Opportunities to Commerce Graduates.
 - iii. Participated One day workshop on Commerce Practical at UG Level.
 - iv. Participated One day workshop on Research Methodology in Commerce.
 - v. Participated General Quiz and Business Quiz to students of Commerce.
10. AWARDS/MEDALS/MERITS CERTIFICATES RECEIVED : NIL

CURRICULUM VITAE

1. NAME : SK. Vahed Baba
2. DESGINATION : Guest Faculty
3. Academic qualifications : M.Com, TS&AP-SET,
5. TOPIC/AREA OF RESEARCH : NIL
6. DETAILS OF PUBLICATIONS : NIL
7. SEMINARS/WORKSHOPS/TRAINING PROGRAMS ATTENDED: NIL
8. ORIENTATION/ REFERSHER COURSES ATTENDED : NIL
9. CO&EXTRA CURRICULAR ACTIVITIES:
- i. Participated Two Days workshop on new Curriculum at N.G.College, Nalgonda.
 - ii. Participated One day workshop on Employment Opportunities to Commerce Graduates.
 - iii. Participated One day workshop on Commerce Practical at UG Level.
 - iv. Participated One day workshop on Research Methodology in Commerce.
 - v. Participated General Quiz and Business Quiz to students of Commerce.
10. AWARDS/MEDALS/MERITS CERTIFICATES RECEIVED : NIL

CURRICULUM VITAE

1. NAME : V. Renuka
2. DESIGNATION : Guest Faculty
3. Academic qualifications : M.Com.,
5. TOPIC/AREA OF RESEARCH : NIL
6. DETAILS OF PUBLICATIONS : NIL
7. SEMINARS/WORKSHOPS/TRAINING PROGRAMS ATTENDED: NIL
8. ORIENTATION/ REFERSHER COURSES ATTENDED : NIL
9. CO&EXTRA CURRICULAR ACTIVITIES:
- i. Participated Two Days workshop on new Curriculum at N.G.College, Nalgonda.
 - ii. Participated One day workshop on Employment Opportunities to Commerce Graduates.
 - iii. Participated One day workshop on Commerce Practical at UG Level.
 - iv. Participated One day workshop on Research Methodology in Commerce.
 - v. Participated General Quiz and Business Quiz to students of Commerce.
10. AWARDS/MEDALS/MERITS CERTIFICATES RECEIVED : NIL

CURRICULUM VITAE

1. NAME : N. Shankaraiah
2. DESIGNATION : Guest Faculty
3. Academic qualifications : M.Com.,
5. TOPIC/AREA OF RESEARCH : NIL
6. DETAILS OF PUBLICATIONS : NIL
7. SEMINARS/WORKSHOPS/TRAINING PROGRAMS ATTENDED: NIL
8. ORIENTATION/ REFERSHER COURSES ATTENDED : NIL
9. CO&EXTRA CURRICULAR ACTIVITIES:
- i. Participated Two Days workshop on new Curriculum at N.G.College, Nalgonda.
 - ii. Participated One day workshop on Employment Opportunities to Commerce Graduates.
 - iii. Participated One day workshop on Commerce Practical at UG Level.
 - iv. Participated One day workshop on Research Methodology in Commerce.
 - v. Participated General Quiz and Business Quiz to students of Commerce.
10. AWARDS/MEDALS/MERITS CERTIFICATES RECEIVED : NIL

TIME-TABLE

2019-20

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2020-21

TIME TABLE (2019-20)
DEPARTMENT OF BUSINESS MANAGEMENT
NAGARJUNA GOVT. DEGREE COLLEGE, NALGONDA

| Day | CLASS | ROOM NO | 9:30 TO 10:30 | 10:30TO11:30 | 11:30TO12:30 | 12:30TO1:30 | 1:30TO2:00 | 2:00TO3:00 | 3:00TO4:00 |
|-----|-------|---------|---------------|---------------------------|--------------|-------------|------------|------------|------------|
| MON | I BBA | HLC | ENG-124 | BM-VB | PM-NV | BE-NS | | TSKC-123 | |
| TUE | I BBA | HLC | BE-NS | PM-NV | BM-VB | SL-124 | | ENG-124 | |
| WED | I BBA | HLC | BM-VB | BE-NS | SL-124 | PM-NV | | EVS-124 | |
| THU | I BBA | HLC | PM-NV | ENG-124 | SL-124 | BM-VB | | EVS-124 | |
| FRI | I BBA | HLC | BE-NS | ENG-124 | BM-VB | PM-NV | | EVS-124 | |
| SAT | I BBA | HLC | SL-124 | BM-VB | PM-NV | ENG-123 | | BE-NS | |
| | HOD | | | ACADEMIC CO- ORDINATOR | | | | | PRINCIPAL |

TIME TABLE (2020-21)
DEPARTMENT OF BUSINESS MANAGEMENT
NAGARJUNA GOVT. DEGREE COLLEGE, NALGONDA

| <i>Day</i> | CLASS | 9:30to10:30 | 10:30to11:30 | 11:30to12:30 | 12:30to1:30 | 1:30to2:30 | 2:30to3:30 |
|------------|--------|-------------|-----------------------|--------------|-------------|----------------------|------------|
| <i>MON</i> | II BBA | ENG | IIT VB | SL | HRM VR | E-BANKING JR(SEC II) | |
| | I BBA | POM JR | EVS(AECC-I) | BE OV | TSKC | BM VB | |
| <i>TUE</i> | II BBA | ENG | HRM VR | SL | FA NS | IIT VB | |
| | I BBA | BM VB | SL | POM JR | ENG | BE OV | |
| <i>WED</i> | II BBA | ENG | IIT VB | SL | HRM VR | FA NS | TSKC |
| | I BBA | BE OV | SL | POM JR | ENG | TSKC | |
| <i>THU</i> | II BBA | ENG | IIT VB | SL | FA NS | POI NV(SEC I) | |
| | I BBA | BE OV | SL | POM JR | ENG | EVS(AECC I) | |
| <i>FRI</i> | II BBA | ENG | HRM VR | SL | FA NS | POI NV(SEC I) | |
| | I BBA | BM VB | SL | POM JR | ENG | BE OV | |
| <i>SAT</i> | II BBA | TSKC | IIT VB | FA NS | HRM VR | E-BANKING JR(SEC II) | |
| | I BBA | BE OV | SL | POM JR | ENG | EVS(AECC I) | |
| | | HOD | ACADEMIC CO-ORDINATOR | | | PRINCIPAL | |

Criterion wise activities

Curricular Aspects

Initially the syllabus designed by M.G University was being adopted. The syllabus for the BBA Course is being prepared and approved by the Board of Studies of the Department. The Faculty members prepare annual academic plans in beginning of academic year which will be regularly scrutinized by the in-charge of the department.

The staff regularly attends orientation courses with a view to upgrading their skills in the changing patterns of the syllabi and the modes of teaching. The faculty members also attend departmental meetings and conferences arranged by the Departments of the nearby Universities where curriculum design is discussed and reviewed.

Apart from teaching the curriculum designed by the university, the department is also imparting training in some additional curricular inputs to bridge the gap between the prescribed syllabi and the latest trends and developments in the subject.

Teaching-Learning & Evaluation

(a) Teaching

The faculty of the department prepares annual academic plan at the beginning of the academic year by dividing the syllabus month-wise and unit-wise to the extent of working days available in each month. Periodical review of the teaching schedule is done at Department level. Teaching synopses are prepared well in advance and teaching diaries are maintained to record the teaching activity of the day. Remedial classes are held and informal counseling is given in addition to assignment to the slow learners to bridge the gap between students of different learning abilities.

To keep pace with the changes in the systems of teaching, the department is practicing some the learner centered teaching methods like question and answer sessions, Quiz competitions, Group discussions in addition to giving assignments, using charts, attending MANA TV classes, etc.

(b) Learning

In order to promote independent skills and research outlook, the faculty takes a keen interest in involving students in study projects and surveys by providing them the primary information necessary. The students periodically submit their study projects and survey reports to the Department as part of their learning process. The department is assigning study projects and survey programmes to brighter students, assignments and seminars to average students, apart from holding remedial classes for slow learners.

The Department is consistently taking required steps for the expansion of general awareness of the subject among the students by providing latest information through news paper clippings, magazines, journals, etc. Extension lectures are arranged every year by inviting professors from universities and other experts from the organizations and institutions concerned. These lectures are ever at the disposal of the students to help them in acquiring latest knowledge.

STUDENT SUPPORT AND PROGRESSION

BIO-METRIC Attendance system is introduced and bio-data of the students is collected in order to identify and find a solution to the problems of the students.

Assignments and remedial coaching are given to the slow learners. Important questions in each subject are listed out and maintained in the form of question bank. This practice has been in vogue in the Department for the last years. The students make use of all these preserved question banks as and when they find it necessary.

The Government of Telangana is providing scholarships to the economically backward students.

After completion of the program most of the students are joining in the post-graduate and Management course and others are taking up self-employment programmes.

ORGANIZATION AND MANAGEMENT

The faculty members are also discharging duties in various committees constituted for the purpose of efficient management. Meetings are conducted periodically to review academic plans and other departmental activities. The Government of Telangana has introduced performance indicators to evaluate and help improve of the teaching abilities of individual lecturers in the Department.

Healthy Practices

- The Department is organizes seminars and lectures from time to time.
- Debates and Quiz competitions are held periodically.
- The Department maintains a few textbooks for the purpose of teachers learning.
- The Department takes effective measures to motivate students to face competitive examinations.
- The department is maintaining the bio-data information, and corresponds regularly with the parents.
- The faculty guides the students in preparing charts, and taking up small project works and study reports and surveys.

Evaluation of students:

The Department involves itself in the process of continuous evaluation to assess the extent of the progress of the students by conducting slip tests and giving assignments. The marks awarded are informed to the students and posted in the departmental marks register. On the basis of their performance in Annual Examination, students are broadly categorized into three groups, namely bright students, average students and slow learners. Study projects are assigned to bright students, Semester examination assignments are given to average students and remedial classes are arranged for slow learners. The reports of slip tests and assignments conducted in the Department are shown in the performance indicators.

The Department supplies model question papers to the students and conducts pre-final exams at the end of every academic at the end of each semester.

Student Seminars:

Student seminars are conducted regularly in which they participate and the same is recorded in a separate register

Student Assignments:

Student Assignments are conducted regularly in which they write and the same is recorded in a separate register

Remedial coaching

Remedial coaching classes are arranged every year by the Department for the academically backward students involving the faculty to help them improve their academic standards.

Research and Extension

a)Research:

Teachers update their knowledge by reading latest books, Journals and attending seminars. The faculty members of the Department are actively involving themselves in research activity and guiding the students in preparing study project reports and conducting surveys.

b)Extension:

Our college is functioning not only as an academic center, but also as a center of services to the community. The in-charge of the department regularly takes part in social services, co-curricular activities, like clean & green programme, N.S.S programme, literacy programme and cultural activities.

INFRASTRUCTURE AND LEARNING RESOURCES

The department is making use of all the infrastructure facilities and learning resources available in the college. The faculty utilizes the text books and reference books facility available in the library to improve their learning capabilities. The department is also making use of E-class room facility where pre-recorded audio lessons will be telecast through MANA-TV KU Band Programs.

SWOT ANALYSIS

► STRENGTHS

1. Strong Brand Image among stake holders for the last 60 years.
2. Committed and well experienced teachers.
3. College is located in Center of the city connected well public transport system.
4. Department uses ICT, Projector and other Teaching methods.
5. Well equipped Computer Lab
6. Well equipped Commerce Lab
7. Good library system
8. Well developed infrastructural facilities including seminar halls, alumni Hall.
9. Students Active participation and winning medals, awards at state, National level competitions in various projects, sports and games, NCC and NSS activities.

► WEAKNESS

1. Lack of freedom in developing and implementing own academic curriculum.

► OPPORTUNITIES

1. Focus on Entrepreneurial Development through training.
2. Providing training and consultancy services to the Industry.
3. Potentials for launching more job oriented programmes

► THREATS

1. Increasing awareness about online courses.

FUTURE ACTION PLAN

- ▶ **Planning to organize seminars, workshops, Faculty development programs.**
- ▶ **Initiate training programs in the area of entrepreneurial development to students to become entrepreneurs.**
- ▶ **Planning to introduce certificate courses.**
- ▶ **Encourage staff to take up research consultancy of extension activities.**
- ▶ **Encourage students to take up research activities like Jignasa Student Study Project.**

THANK YOU

