



KASTURBA GANDHI DEGREE & PG COLLEGE FOR WOMEN

West Marredpally, Secunderabad

(Sponsored and Managed jointly by Osmania Graduates' Association &
The Exhibition Society, Hyderabad)

Website : www.kasturbagandhicollege.com

Email : kasturbapincipal@gmail.com

ANNUAL QUALITY ASSURANCE REPORT

submitted to

**NATIONAL ASSESSMENT AND ADDREDITATION COUNCIL
(NAAC)**

BENGALURU – 560072

2013-14

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year (for example 2013-14)

2013-2014

I. Details of the Institution

1.1 Name of the Institution

KASTURBA GANDHI DEGREE & PG
COLLEGE FOR WOMEN

1.2 Address Line 1

WEST MARREDPALLY

Address Line 2

SECUNDERABAD - 500026

City/Town

SECUNDERABAD

State

TELANGANA

Pin Code

500026

Institution e-mail address

kasturbapincipal@gmail.com

Contact Nos.

040-27802416 ;

040-27719641

Name of the Head of the Institution:

Dr.A.ANITA REDDY

Tel. No. with STD Code:

040-27802416

Mobile:

+91 9849808454

Name of the IQAC Co-ordinator:

Dr.DAYAMAYI.A

Dr.RAJSHREE

Mobile:

9291303909

IQAC e-mail address:

iqackgcw@gmail.com

1.3 NAAC Track ID (For ex. MHCogn 18879)

KGCW 12174

OR

1.4 NAAC Executive Committee No. & Date:

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

EC – 37/21

EC/59/RAR/14

1.5 Website address:

www.kasturbagandhicollege.com

Web-link of the AQAR:

www.kasturbagandhicollege.com/AQAR2013-14.doc

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.8	21.9.2005	5 Yrs
2	2 nd Cycle	A	3.2	21.4.2012	5 Yrs
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

January 2006

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

Autonomy by State/Central Govt. / University

--

University with Potential for Excellence

NO

UGC-CPE

NO

DST Star Scheme

NO

UGC-CE

NO

UGC-Special Assistance Programme

NA

DST-FIST

NA

UGC-Innovative PG programmes

NIL

Any other (*Specify*)

UGC-COP Programmes

In process

2. IQAC Composition and Activities

2.1 No. of Teachers

9

2.2 No. of Administrative/Technical staff

3

2.3 No. of students

3

2.4 No. of Management representatives

1

2.5 No. of Alumni

3

2.6 No. of any other stakeholder and
community representatives

3

2.7 No. of Employers/ Industrialists

3

2.8 No. of other External Experts

3

2.9 Total No. of members

28

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

Staff participated and presented papers in various seminars and workshops at State, National and International levels and presented papers based on their respective subjects

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	5			
UG	B.A – 3 B.Com – 3 B.Sc - 10			
PG Diploma	--			
Advanced Diploma	--			
Diploma	--			
Certificate	Add-on Course - 3			
Others	--			
Total				
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	PG - Semester 2 each year
Trimester	--
Annual	UG

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

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

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

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

English Paper I and Paper II Revised by Osmania University

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	PG	Total	Asst. Professors	Associate Professors	Professors	Others
		22	15	06	01	

2.2 No. of permanent faculty with Ph.D. PG : 06 UG :

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

2.4 No. of Guest and Visiting faculty and Temporary faculty 13 -- --

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	10	27	10
Presented papers	7	22	6
Resource Persons	3		2

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

- Fully automated library services , Bar code technology with an added information resource centre giving free access to students and teachers
- e-class rooms
- updated infrastructure for teaching and learning
- Earn while you learn by CND Department
- Faculty Development Programmes
- Placement cell

2.7 Total No. of actual teaching days during this academic year 181

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

Dept. of English

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

3	4	1
---	---	---

2.10 Average percentage of attendance of students

79

2.11 Course/Programme wise distribution of pass percentage : 2013-14

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	36	11	10	14	1	100
B.Com	324	81	166	43	26	72
B.Sc	242	63	108	33	3	60

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

Since our college is an affiliated college of Osmania University, we follow their guidelines

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	11	2	--	1
Technical Staff	2	--	--	--

Criterion – III

3. Research, Consultancy and Extension

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

Well equipped Library facilities provided for pursuing higher education and research. Faculty given permission without prejudice to work for research.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	1 (Statistics)	2 lakhs	--
Outlay in Rs. Lakhs			1.5 lakhs (availed Rs.60,000)	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals			
Conference proceedings		5	

3.5 Details on Impact factor of publications: Not yet received

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	1	UGC	2 lakhs	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

ISBN Nos. :

Sociology : 978-81-92667-867

Public Admn. : 978-81-92667-867

English : 978-93-81006-689

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations
International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

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

Total	International	National	State	University	Dist	College
--	--	--	--	--	--	--

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

* "Special Olympics Bharat" was organized in our college by NSS unit.

3.22 No. of students participated in NCC events:

University level	<input type="text" value="--"/>	State level	<input type="text" value="30"/>
National level	<input type="text" value="20"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text" value="--"/>	College forum	<input type="text" value="--"/>
NCC	<input type="text"/>	NSS	<input type="text" value="5"/>
		Any other	<input type="text"/>

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

- Swachh Bharath, Peace Walk, Orphanage visit by staff and students, World Aids Day Event, Blind day.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.85 acres			
Class rooms	40			
Laboratories	10			
Seminar Halls	2			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				

Others				
--------	--	--	--	--

4.2 Computerization of administration and library

Fully Automated Library (NewGen Lib Software)

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	23,000		210		23210	
Reference Books	6,692		492		7,184	
e-Books	> 10,000					
Journals						
e-Journals	> 5,000					
Digital Database						
CD & Video	200					
Others (specify)						

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	355	8 (282)	35	2 (15)	--	14	42	--
Added	60	52	--	--	--	--	8	--
Total	355	--	--	--	--	--	--	--

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

Seminar, IT Club activities, Flash – Animation course, Computer Skills for non computer students
Workshop on Robotics conducted for students

4.6 Amount spent on maintenance in lakhs :

i) ICT

--

ii) Campus Infrastructure and facilities

Rs.3,14,788/-

iii) Equipments

Rs.8,93,767/-

iv) Others

Rs.1,84,256/-

Total :

Rs.13,92,811/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- SC/ST/OBC students : Scholarships
- Earn while you learn
- Reservation according to norms
- Fees instalments
- College Magazine
- Remedial classes
- Industrial visits

5.2 Efforts made by the institution for tracking the progression

University prescribed norms are adopted along with institutional assessment for tracking the progression of the students at regular intervals throughout the year

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2034	383	NA	NA

(b) No. of students outside the state

9

(c) No. of international students

3

Men

No	%
--	

 Women

No	%
--	

Last Year	This Year
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General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
524	397	54	847	03	1825	664	478	52	1064	5	2263

Demand ratio

Dropout %

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

Coaching for competitive examinations is conducted throughout the year after the regular classes

No. of students beneficiaries

200

5.5 No. of students qualified in these examinations

NET	--	SET/SLET	--	GATE	--	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	--

5.6 Details of student counselling and career guidance

Nearly 500 students attended the counselling and career guidance seminars conducted by the placement cell and many of them were given offer letters by various good companies

No. of students benefitted

500

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
30	280	180	9

5.8 Details of gender sensitization programmes

- In collaboration with Naveena TV - Ms.Jhansi, Anchor organized awareness programme on Gender Sensitization
- Self-defence techniques were taught to the students

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	43	1,03,090
Financial support from government	724	22,87,505
Financial support from other sources	23	1,65,830
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: As and when necessary action taken and redressed

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

**VISION : AN INSTITUTION CREATING WELL-INFORMED,
DYNAMIC AND SELF-RELIANT AGENT OF SOCIAL CHANGE**

**MISSION : EMPOWERMENT OF WOMEN THROUGH
PROGRESSIVE AND MEANING FUL LEARNING**

**GOALS : QUALITY EDUCATION, CAREER-ORIENTED SKILLS,
PERSONALITY DEVELOPMENT , SOCIAL AWARENESS**

6.2 Does the Institution has a management Information System

YES

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

6.3.1 Curriculum Development

OU affiliated

6.3.2 Teaching and Learning

introduced subject related club activities

6.3.3 Examination and Evaluation

We follow the Osmania University examination schedule and evaluation is taken care by examination branch

6.3.4 Research and Development

--

6.3.5 Library, ICT and physical infrastructure / instrumentation

All amenities and facilities are provided in the library

6.3.6 Human Resource Management

--

6.3.7 Faculty and Staff recruitment

Through proper selection process

6.3.8 Industry Interaction / Collaboration

Yes, Dept. of Biotechnology signed a MOU with "Unique Biotech Indigenese Biotechnologies"

6.3.9 Admission of Students

As per Osmania University norms, being an aided and affiliated college

6.4 Welfare schemes for

Teaching	
Non teaching	Festival Advance, Medical loan without interest
Students	First-aid , recreation activities, Assembly, career e-samachar

6.5 Total corpus fund generated

Rs.14,16,425/-

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative	yes	Commissioner of Collegiate Education		Private Audit

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Affiliated to Osmania University, therefore no reforms can be made by our college

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

No extra efforts made

6.11 Activities and support from the Alumni Association

Alumni Association provides scholarship for deserving students for academic purposes

6.12 Activities and support from the Parent – Teacher Association

- Parent Teaching meetings are conducted
- Need based counselling

6.13 Development programmes for support staff

Incentives , motivation , Faculty Development Programme

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

- “Clean drive” by Environmental Club ; Awareness program for controlling the levels of pollution check for the vehicles -2 and 4 wheelers ; Eco-friendly Ganesh; Best out of Waste competition, Swachh Bharath
- Sanitizer made by Bio Club

Criterion – VII

7. Innovations and Best Practices

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

General Assembly on every Monday has been introduced. It created a sense of togetherness and brought about an awareness through NEWS and Other Activities

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

The plan of action was followed taken in the beginning of the year was followed to the core

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

Learning by doing : Practical orientation, Encouragement to students, Positive result, Consciousness rather than punishment.

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

7.4 Contribution to environmental awareness / protection

Conducted a poster presentation on the topic : Ozone layer depletion,
Awareness through skit – save environment save earth



7.5 Whether environmental audit was conducted? Yes No

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

S – University toppers in B.Com (1) , B.A (7) & B.Sc (1)
Identified fast and slow learners and provided remedial classes for slow learners
W – There is a fall in admissions to life sciences due to lack of job opportunities
O - Career counselling was given to students of life sciences
T - Students are drawn more towards technical courses

8. Plans of institution for next year

Clubs initiated in the year 2013-14
Planning to enhance the activities
Plan to establish Research Centre to encourage in-house research

Dr.A.DAYAMAYI

Dr.RAJSHREE

Coordinator, IQAC

Dr.A.ANITA REDDY

Chairperson, IQAC

Annexure – 1

2.14 Significant activities and contributions by IQAC :

IQAC is actively involved in enhancement of quality standards in the college. It contributes to the overall development by conducting various programs for students, faculty and non-teaching staff for improving their performance levels. Our staff and students regularly contribute to the society by participating in community services like visiting orphanages, conducting special Olympics for mentally physically challenged children and by raising funds for the needy.

2.15 Plan of Action :

Student Development:

To take a feedback from recruiting companies to identify areas of improvement to enhance their chances of employment.

Faculty Development :

To conduct at least four Faculty Development programs during the academic year in varied topics ranging from professional ethics to personality development.

To facilitate and encourage staff to participate in various capacities in seminars, workshops and conferences.

To orient faculty towards research projects.

Infrastructure:

To get a Water purifying plant installed in the premises replacing a number of small water purifiers.

Office Administration :

To introduce detailed job description among office staff for smooth conduct of administration.

ATR

* Students are our main focus. Keen interest is taken to enhance quality education and bring about all round development through curricular and extra-curricular activities. Students are taken on Field trips in their respective subjects for enhancing their practical knowledge.

Add-on certificate courses are conducted for First, Second and Final year students based on their need.

Various Faculty Development Programmes are conducted for the staff

Staff encouraged to participated in UGC Orientation Programmes and Refresher Courses.

Faculty formed "Care Group" for the economically backward students. Money is collected from teaching and non-teaching staff, students , retired faculty and well-wishers. An equal amount is given by the Management as Matching Grant and is utilized for paying fee.