RE-ACCREDITATION REPORT

SUBMITTED

TO

NATIONAL ASSESSMENT AND

ACCREDITATION COUNCIL

KASTURBA GANDHI DEGREE & PG

COLLEGE FOR WOMEN

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

West Marredpally, Secunderabad – 500 026, Telangana.
040-27802416, 27707455, 27719641, 9866602416
www.kasturbagandhicollege.com

2017

VISION

AN INSTITUTION CREATING
WELL-INFORMED,
CONSCIENTIOUS AND
SELF-RELIANT AGENTS OF
SOCIAL CHANGE

MISSION

EMPOWERMENT OF WOMEN
THROUGH CONFIDENCE BUILDING
AND PROGRESSIVE LEARNING

GOALS

VALUE BASED EDUCATION
CAREER-ORIENTATION
LIFE SKILLS
COMMUNITY CONNECT

Quality Policy

A conscientious effort to raise standards in imparting value based education to equip students for employment or enabling their entry into reputed institutes for further learning and empowering them to be independent and socially responsible citizens, through continuous improvement of faculty competencies

KASTURBA GANDHI DEGREE & P.G. COLLEGE FOR WOMEN

(Estd. 1973)

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

WHERE SEEDS OF LEARNING GROW

NAAC RE-ACCREDITED **A** GRADE

KGCW/27801/16-17

Date : 23.2.2017

To

The Director,
National Assessment and Accreditation Council,
P.O.Box No. 1075,
Nagarbhavi,
Bangalore – 560 010,
Karnataka.

Dear Sir,

Sub: Submission of Re-Accreditation Report of the College for Third Cycle to National Assessment and Accreditation Council – Reg.

* * * * *

Kasturba Gandhi Degree & PG College for Women was accredited with an A grade in September 2005 and Re-Accredited with A grade in April 2012. The IQAC is effectively functioning and all efforts have been made towards quality sustenance and enhancement, which is reflected in the Annual Quality Assurance Reports submitted to your office.

We submit herewith the Re-Accreditation Report for third cycle for your perusal. Sufficient care has been taken to provide the necessary information in the prescribed format.

Yours sincerely,

Dr.A.Anita Reddy

Principal
PRINCIPAL
Kasturba Gandhi Degree & P.G. Colleg
For Women, Marredaplly,
SECUNDERABAD.

MARREDPALLY, SECUNDERABAD - 500 026

Phone : 27802416, 27719641, 27707455 e-mail: kasturbaprincipal@gmail.com Website: www.kasturbagandhicollege.com

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PREFACE

The Osmania Graduates' Association (OGA) was formed in year 1932 with an aim of promoting socio-economic development and imparting education in the then Telangana region. The Exhibition Society, an offshoot of OGA, organizes the All India Industrial Exhibition annually. The proceeds of the exhibition are used for promoting education, particularly women's education. They presently run eighteen educational institutions and Kasturba Gandhi Degree & PG College for Women is one among them.

Established in 1973, with a noble intention of making higher education accessible to all strata of women, Kasturba Gandhi Degree & PG College for Women has now emerged as a much sought after and leading institution of higher learning in the twin cities. Centrally located in Marredpally, Secunderabad, on a 3.85 acres campus, the college offers seventeen Undergraduate Programs and four Post Graduate Programs with a student strength of 2828.

Since its last accreditation-evaluation by NAAC in 2012, the college made significant improvements in every aspect of its functioning. This re-accreditation report documents these changes and also describes the results of such changes. This RAR has been drafted for the purpose of re-accreditation of the College and to present a summary of the efforts of the institution since its last accreditation-evaluation.

In furtherance of providing diverse learning opportunities, the Kasturba Integrated Research Centre (KIRC) was set up to develop an interest in research among the students and faculty.

The RAR of the college focuses on providing data relating to NAAC re-accreditation criteria with supporting documents. This exercise provided an opportunity to the institution to evaluate the effectiveness of the institutional policies, procedures & practices; and to identify strengths, concerns and challenges that need to be addressed.

The process of re-accreditation will provide the institution with an opportunity to be evaluated for the changes and improvements that have been made in the pursuit of providing quality education and to develop skilled and socially conscious young women contributing to National Development.

KASTURBA GANDHI DEGREE & PG COLLEGE FOR WOMEN
Marredpally::Secunderabad
Governing Body Members

Governing Body is Headed by Chairman and consists of the members of Osmania Graduates' Association, Exhibition Society, Government Representative, University Representative, Principal, Director PG Courses and Staff Representative

Sl. No	Name	Designation
1	Sri. Satish Naik	Chairman
2	Dr.M.Suresh Raj	Vice-Chairman
3	Dr.D.Gangadhar Rao	Hon- Secretary-cum-Correspondent
4	Sri. T. Chandrasekhar	Hon-Treasurer
5	Sri. Ashfaq Hyder	Ex-Officio
6	Prof. Venkata Ramana	Member
7	Sri. M.Venkateshwarlu	Member
8	Smt.P.Varudhini	Member
9	Prof. M.R.Venkat Rao	Member
10	Smt.Sameena Arafat	Member
11	Prof. Shankar Lal Baldava	Member
12	Sri. V. Narasimha Reddy	Member
13	Mrs. Maleeha Hyder	Member
14	Prof. Raj Kumar	Member
15	Smt.Ramyashree	Member
16	Prof. S.V. Satyanarayana	University Representative Dept. of Commerce, OU.
17	Jt.Director, CCE	Govt. Representative
18	Dr. A.Anita Reddy	Principal
19	Dr.G.Neela Kameswari	Director - PG Courses
20	Dr.R. Rajshree	Staff Representative

INTERNAL QUALITY ASSURANCE CELL

Chairperson	Dr.A.Anita Reddy, Principal
Coordinator	Dr.A.Dayamayi, Associate Professor, Department of English
Jt. Coordinator	Ms.G.Sunanda, Lecturer, Department of Computer Science

Members

Faculty

1. Dr.Angela Moorjani , Vice-Principal
2. Dr.V.Neela Kameswari, Director, PG Courses
3. Dr.R.Rajshree, Head, Dept. of Commerce
4. Dr.Uma Chitra, Head, Dept. of Clinical Nutrition & Dietetics
5. Dr.M.Annapurna Bhavani, Head, Dept. of Bio-technology
6. Ms.M.Shalini, Head, Dept. of Computer Science
7. Ms.R.Mangavani, Dept. of Computer Science
8. Dr.G.Vijaya Charan, Head, Dept. of Chemistry
9. Ms.Vibha Porwal , Head, Dept. of French
10. Dr.E.L.Vanaja, Librarian

Administrative Staff

1. Ms.P.Janakamma , Admn. Officer
2. Ms. K.Sudha Rani, Senior Assistant
3. Capt.Jayasudha, NCC Officer
4. Mr. S. Raju, Lab Administrator

Management

1. Ms.D.Usha Rani, Treasurer, Governing Body

Nominees from Local Society

1. Prof.S.V.Satyanarayana, O.U Representative on Governing Body
2. Prof. Sudhaker, Head, Dept. Of Commerce, Open University
3. Sri D.Raghava Rao, MD, Kohinoor Hatcheries
4. Sri S.Purnachander Rao, MD, Global Infovision
5. Dr.Radhika Meenakshi, CEO, Wise Owl Services
6. Ms. Kasturi Patnaik, Chief Manager, Andhra Bank, Marredpally

Students

1. Ms.Anusha, B.Sc BtMc III
2. Ms.Sakeena Begum, B.Com II

STEERING COMMITTEE

Chairperson   Dr.A.Anita Reddy, Principal

Coordinator   Dr.A.Dayamayi, Associate Professor,

Department of English

Members

1. Dr.Angela Moorjani , Vice-Principal
2. Dr.V.Neela Kameswari, Director, PG Courses
3. Dr.Uma Chitra, Head, Dept. of Clinical Nutrition & Dietetics
4. Dr.M.Annapurna Bhavani, Head, Dept. of Bio-technology
5. Ms.G.Sunanda, Lecturer, Dept. of Computer Science

EXECUTIVE SUMMARY

Kasturba Gandhi Degree & PG College for Women is a 43 year old institution catering to women's education, started by the Osmania Graduates' Association and Exhibition Society (our Parent Bodies) in 1973 with a modest strength of 175 students. It is one of the 18 educational institutions started by these bodies. The campus is centrally located in 3.85 acres in Marredpally area of Secunderabad, with 17 Under Graduate departments and 4 Post Graduate Departments with a strength of 2828 students.

The parent bodies do not compromise on the quality of facilities and infrastructure provided in the college in terms of buildings, ICT enabled class rooms, Seminar Halls, Laboratories, Libraries, playgrounds, facilities for indoor games and adequate computer systems with relevant software. A Hostel building has been constructed and the facility will be available for students from the academic year 2017-18.

After the last NAAC accreditation, a serious effort was made towards quality enhancement in the college, based on the recommendations of the Peer Team.

The vision, values and goals are reflected in all the college activities. The college now has a clearly defined 'Quality Policy' that helps steer all activities towards achieving institutional objectives.

A comprehensive future plan for the college was developed addressing issues broadly divided into Faculty excellence, Academic Excellence and Administrative Excellence. The focus was on Faculty Development first, as faculty efficiency would trickle down to the students in order to achieve academic excellence. A number of Faculty Development Programmes were conducted in this direction to improve professional competencies as well as contribute to personality development of the faculty.

The college does not have independence in structuring the syllabus as the University sets the syllabus for all the courses. However, some of the faculty and the Principal contribute indirectly in framing syllabus as members of Board of Studies and the Senate respectively. Osmania University introduced Choice Based Credit System (CBCS) at Under Graduate level from this academic year 2016-17 and the transition was smooth.

The curriculum was enriched with the Add-on courses like Personality Development, Employability Advantage, Spoken English etc. at Under Graduate level.

Subject related and general clubs were initiated in the college for experiential learning and creativity. The club activities have shown good learning outcomes helping students with practical orientation and informal learning, giving them hands-on experience. Weekly assemblies: 'Kasturba Family time' was started for better networking and togetherness in the college which is conducted by one department every week, on rotation. Both these initiatives were well appreciated by the students, which was reflected in their feedback.

The Bio Club activity resulted in establishing the Kasturba Integrated Research Centre (KIRC) for facilitating research by faculty and students. The UGC approved four Minor Research Projects, of which one was initiated by the KIRC. This is paving the way for confidence building for strengthening the consultancy services and also helping both staff and students, in enhancing creativity and innovation.

The college made considerable progress in terms of research projects, paper publications, conduct of National Seminars and Workshops sponsored by DBT, UGC, ICSSR, LIC, NABARD etc. in the post accreditation period. The number of research publications by the faculty increased from nine to forty eight post accreditation.

Best practices in the college include ban on sale of junk food and aerated drinks in the cafeteria, banning beauty competitions and replacing them with felicitation of outstanding outgoing students every year, is a testament of its values.

The governmental initiatives like Swachh Bharat, Haritha Haaram etc are internalized. The Environmental Club conducts awareness programs and is also involved in activities like plantation, cleaning the premises etc. along with NSS and NCC students. All our programs in the college have a strong community connect. During demonetization, the students volunteered in assisting the banks in the neighborhood and also expressed gratitude through 'Thank you cards and Chocolates' as an appreciative gesture for their extra efforts. At the request of the Chief Manager of SBI, Marredpally, the college students promoted awareness of SBI Buddy App in the surrounding areas and helped citizens to adjust to a cashless economy.

The college consistently secures the second place in the over-all championship of Osmania University in inter-collegiate Sports. Students participate at State, National and International level sports events.

There is a strong NCC unit in the college. The cadets represent the State in Republic Day camps, Thalasainik camps, National Integration camps etc.

Placements have shown an upward trend in the last four years not only in terms of increase in number of placements, but also in terms of more companies approaching the college for recruitments.

To enhance administrative efficiency, Management Information System (MIS) and Human Resource Information System (HRIS) were installed to help in timely decisions and guide in policy- making. Faculty from Computer Science department volunteered to digitize transactions in the office helping in faster delivery of office services. Job descriptions were made clear to the supporting staff thereby making them accountable.

These efforts have resulted in the enhanced performance of students. Some of the students got entry into good national level institutes for further learning and a Biotechnology student topped the Osmania University Post Graduate entrance exams in Science stream.

In the year 2014, B.Com and B.A (ESL) students were the University toppers in their respective streams.

Involvement of students in projects and presentations boosts their confidence levels and this resulted in selection of three student projects for the Nobel Prize Series, conducted in India for the first time.

Values instilled and insistence on quality also reflected in the up gradation of the cultural activities. Students won prizes not only in intercollegiate competitions, but also in competitions conducted by the Cultural Department of the Government, Municipal Corporation of Hyderabad and the Department of Police. One of the students represented Osmania University in the Intervarsity singing competition held in Madhya Pradesh. One of them performed at the Republic Day parade, where she was selected to represent India in a cultural meet held at Russia.

The sustained efforts have resulted in improved performance as mentioned above, yet we see scope for improvement in consultancy, internships and starting new courses.

Institutional SWOC Analysis

Strengths:

➢ Co-operative management
➢ Transparent Governance and Administration
➢ Excellent infrastructure with lot of greenery and playgrounds.
➢ Affordable fee structure
➢ Experienced and qualified faculty
➢ Promotion of Value Based Education
➢ Skill Development and Add on Courses
➢ Club activities for experiential learning
➢ Kasturba Integrated Research Centre to facilitate inter-disciplinary research
➢ Community Connect
➢ Placements

Weaknesses:

➢ Not enough inter disciplinary undergraduate programmes/courses
➢ Lack of systematic documentation of mentoring process

Opportunities:

➢ Scope for increased opportunities for Commerce and Computer Science Graduates as Hyderabad is emerging as a financial services hub.
➢ Enhanced job opportunities for life sciences graduates because of the well established pharmaceutical industry.
➢ Locational Advantage
➢ Rising awareness of the importance higher education for women – leading to better enrollment.
➢ Educational opportunity for girls' from conservative backgrounds who need quality education in exclusive girls' college.

Challenges:

➢ Dealing with first generation learners.
➢ Controlling the dropout rate of students.
➢ Change in government policy towards aided education.
➢ Faculty retention.
➢ Training faculty for technology adoption.
➢ Entry of corporate organizations into the field of education.

PROFILE

OF THE

INSTITUTION

Kasturba Gandhi Degree & PG College for Women

1.   Name and Address of the College:

Name	Kasturba Gandhi Degree & PG College For Women
Address	West Marredpally
City	Secunderabad
Pin	500 026
State	Telangana
Phone	040-27802416, 27707455, 27719641, 9866602416
Website	www.kasturbagandhicollege.com
E-mail	kasturbaprincipal@gmail.com

2.   For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. A. Anita Reddy	O:040-27710864	9849808454		kasturbaprincipal@gmail.com
Vice-Principal	Dr.Angela Moorjani	O:040-27719641	9885255436		galena73@yahoo.com
Steering Committee Coordinator	Dr.A. Dayamayi	O: 040-27802416	9291303909		adapadayamayi@yahoo.com

3.   Status of the Institution:

Affiliated College	✓
Constituent College	✘
Any Other (Specify)	✘

4.   Type of Institution:

    a.   By Gender

i.	For Men	✘
ii	For Women	✓
iii.	Co-education	✘

    b.   By Shift

i.	Regular	✓
ii	Day	✘
iii.	Evening	✘

5.   It is a recognized minority institution?

Yes	✘
No	✓

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.:   NIL

6. **Sources of funding:**

Government	-
Grant-in-aid	✓
Self-financing	✓
Any other	-

7. a. **Date of establishment of the college** **07/09/1973**

   b. **University to which the college is affiliated /or which governs the college (If it is a constituent college) Osmania University, Hyderabad**

   c. **Details of UGC recognition:**

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	02-05-2005	
ii. 12 (B)	02-05-2005	

   (Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act) **Refer Annexure I**

   d. **Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)**

Under Section/ Clause	Recognition/ Approval details Institution/ Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
As per norms and guidelines of AICTE	MBA	23-09-1997		

   (Enclose the recognition/approval letter) **Refer Annexure II**

8. **Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?**

   Yes   ✓   No   x

   If yes, has the College applied for availing the autonomous status?

   Yes   x   No   ✓

9. **Is the college recognized?**

   a. **by UGC as a College with Potential for Excellence (CPE)?**

   Yes   x   No   ✓

   If yes, date of recognition: ----

b. for its performance by any other governmental agency?

Yes [x] No [✓]

If yes, Name of the agency and

Date of recognition: (dd/mm/yyyy)

10. **Location of the campus and area in sq.mts:**

Location *	**Urban**
Campus area in sq. mts.	**15580.4 sq. mts (3.85 acres)**
Built up area in sq. mts.	**7901.2177 sq.mts**

(*Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. **Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.**

Auditorium/Seminar Complex with infrastructural facilities	✓
Sports facilities	✓
➢ Play Ground	✓
➢ Swimming Pool	X
➢ Gymnasium	✓
Hostel	
Boys' Hostel	NA
i. Number of hostels ii. Number of inmates iii. Facilities (mention available facilities)	
Girls' Hostel: **Hostel facility is being readied.**	
i. Number of hostels ii. Number of inmates iii. Facilities (mention available facilities)	
Working Women Hostel	NA
i. Number of hostels ii. Number of inmates iii. Facilities (mention available facilities)	
Residential facilities for teaching and non-teaching staff (give numbers available – cadre wise)	X
Cafeteria	✓
Health centre: **A Physician from Lion's Patny Hospital is on call and there is a nursing home adjacent to the college.**	

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance: **First aid facility is available in the college and has a tie-up with Lion's Patny Hospital, West Marredpally for any emergency.**				
Qualified Doctor	Full Time	X	Part-Time	X
Qualified Nurse	Full Time	X	Part-Time	X
Facilities like banking, post office, book shops				X
Transport facilities to cater to the needs of students and staff				X
Animal house				X
Biological waste disposal				X
Generator or other facility for management/regulation of electricity and voltage				✓
Solid waste management facility				✓
Waste water management				X
Water harvesting				✓

12.   **Details of programmes offered by the college (Give data for current academic year)**

SI. No.	Programme Level	Name of the Programme/ Course		Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student Strength	No. of students admitted
1	Under-Graduate	BA	EPP	3 years	10 + 2	English	60	28
			ESL				30	14
			HPL				30	18
		B.Com	General			Telugu	60	15
			General			English	120	120
			Computer				180	180
			Vocational Taxation				50	21
		B.Sc	BZC			English	60	53
			BtMC				30	27
			CNDB				25	25
			CNDZ				25	25
			MBC				40	36
			MZC				15	14
			MPC				40	16
			MPCs				60	50
			MSCs				80	64
			MECs				50	31

2	Post-Graduate	MBA		2 years	Graduation	English	120	120
		M.Com					48	48
		M.Sc	Computer Science				48	41
		M.Sc	Mathematics				48	29
3	Integrated Programmes PG							
4	M.Phil.							
5	Ph.D							
6	Certificate courses	Personality Development	Offered to all UG I Yr. students					
		Flash 2D Animation	Offered to all UG II Yr. students except B.Sc. Statistics and Electronics					
		Bio-Statistics	Offered to B.Sc. Statistics and Electronics II Yr. students					
		Employability Advantage	Offered to all UG III Yr. students					
7	UG Diploma							
8	PG Diploma							
9	Any Other							

13. **Does the college offer self-financed Programmes?**

Yes ✓ No X

If yes, How Many? **11**

14. **New programmes introduced in the college during the last five years if any?**

Yes	X	No	X	Number	X

15. **List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)**

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Arts	Economics, Public Administration, Political Science, Sociology, History, Modern Language	6		
Commerce	Commerce, M.Com	1	1	
Science	Botany, Zoology, Chemistry, CND, Microbiology, Biotechnology, Mathematics, Physics,	11	2	

	Computer Science, Statistics, Electronics, M.Sc Computer Science, M.Sc Mathematics			
Any Other (Specify)	MBA		1	

16. **Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com)**

a. annual system	3
b. semester system	UG : 3; PG : 4
c. trimester system	Nil

17. **Number of Programmes with**

a. Choice Based Credit System	UG : 3 ; PG : 4
b. Inter/Multidisciplinary Approach	Nil
c. Any other (specify and provide details)	Nil

18. **Does the college offer UG and/or PG programmes in Teacher Education?**

Yes | X | No | ✓ |

If yes,

a. Year of Introduction of the programme(s)………dd/mm/yyyy) and number of batches that completed the programme

b. NCTE recognition details (if applicable)
Notification No.: ………………………
Date: …………………… (dd/mm/yyyy)
Validity:………………..

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes | X | No | ✓ |

19. **Does the college offer UG or PG programme in Physical Education?**

Yes | X | No | ✓ |

If yes,

a. Year of Introduction of the programme(s)…………. (dd/mm/yyyy) and number of batches that completed the programme

b. NCTE recognition details (if applicable)
Notification No.: ………………………
Date:…………………… (dd/mm/yyyy)
Validity:……………………

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes | X | No | ✓ |

20.   Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC/ University/ State Government Recruited		--		UG: 3		UG :4 (3 on Deputation)	UG:11	UG:9	--	--
Yet to recruit										
Sanctioned by the Management/ society or other authorized bodies Recruited	UG:- PG:1		UG:- PG:9		UG : 61 (6 as PTLs) PG : 12		UG:6 PG:5	UG:23 PG:15	UG:1 PG:2	
Yet to recruit										

*M-Male *F-Female

21.   Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers (Aided – UG)							
D.Sc./D.Litt.							
Ph.D.				3		2	5
M.Phil.							
PG						2	2
Temporary teachers (Un-aided UG)							
Ph.D.						7	7
M.Phil.						6	6
PG						42	42
Part-time teachers (Un-aided UG)							
Ph.D.							
M.Phil.						2	2
PG						3	3
Temporary teachers (Un-aided PG)							
Ph.D.		1		5		1	7
M.Phil.							
PG				4		11	15

22. **Number of Visiting Faculty /Guest Faculty engaged with the College.** NIL

23. **Furnish the number of the students admitted to the college during the last four academic years.**

Year	SC	ST	BC-A	BC-B	BC-C	BC-D	BC-E	OC
2012-13	150	15	62	96	12	112	46	273
2013-14	202	20	65	124	20	138	29	307
2014-15	145	14	73	107	24	141	60	328
2015-16	159	22	77	153	15	155	55	324

24. **Details on students enrollment in the college during the current academic year:**

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	2395	428			
Students from other states of India	-	2			
NRI students	1	0			
Foreign students	2	0			
Total	2398	430			

25. **Dropout rate in UG and PG (average of the last two batches)**

    UG : 13   PG : 18

26. **Unit Cost of Education**

    (Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

    (a) including the salary component   **Rs. 15,926/-**
    (b) excluding the salary component   **Rs. 3,093/-**

27. **Does the college offer any programme/s in distance education mode (DEP)?**

    Yes [X]   No [✓]

    If Yes,

    a) is it a registered centre for offering distance education programmes of another University

    Yes [ ]   No [ ]

    b) Name of the University which has granted such registration.

    [   ]

    c) Number of programmes offered   [   ]

d) Programmes carry the recognition of the Distance Education Council

Yes ☐   No ☒ X

28. Provide Teacher-student ratio for each of the programme/course offered

Sl.No	Programme	Ratio
1	BA	1 : 60
2	B.Com	1 : 85
3	B.Sc	1 : 30

However this ratio has been changed for the current academic year due to online admissions.

29. Is the college applying for

Accreditation: Cycle1 ☐ Cycle2 ☐ Cycle3 ☑ Cycle4 ☐

Re-Assessment: -

(Cycle 1refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re- accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only) : 21.9.2005

Cycle1:**21/09/2005**   Result Grade: **A/CGPA: 3.4**

Cycle2:**21/04/2012**   Result Grade: **A/CGPA: 3.2**

* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an **Refer Annexure III**

31. Number of working days during the last academic year : 213

32. Number of teaching days during the last academic year : 199

(Teaching days means days on which lectures were engaged excluding the   examination days)

33. Date of establishment of Internal Quality Assurance Cell (IQAC)
                                                                    18/01/2006

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.
i. **AQAR   2012-13   15/05/2014**
ii. **AQAR   2013-14   10/04/2015**
iii. **AQAR   2014-15   11/04/2016**
iv. **AQAR   2015-16   17/12/2016**

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

CRITERIA-WISE

REPORT

<div align="center">

Criteria I: Curricular Aspects

</div>

1.1   Curriculum Planning and Implementation

1.1.1   State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

VISION	**AN INSTITUTION CREATING WELL-INFORMED, CONSCIENTIOUS AND SELF-RELIANT AGENTS OF SOCIAL CHANGE**
MISSION	**EMPOWERMENT OF WOMEN THROUGH CONFIDENCE BUILDING AND PROGRESSIVE LEARNING**
GOALS	**VALUE BASED EDUCATION CAREER-ORIENTATION LIFE SKILLS COMMUNITY CONNECT**

- At Kasturba Gandhi College, education is student centric and is focused on nurturing the academic interests and creativity of the students. The vision of the institution is translated into reality by providing holistic education. The curricular and co curricular activities are planned not only to impart knowledge, but to create conscientious and confident students who will be responsible citizens.
- The vision and mission statements are displayed at strategic locations in the college premises and on the college website. At important meetings and during interaction with the students, the Principal and faculty reiterate the importance of the vision and mission statements and the goals.

1.1.2   How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The college is affiliated to Osmania University hence the college follows the curriculum stipulated by the University. However the teachers adopt various innovative techniques in translating the syllabus and strive to go beyond the prescribed syllabus in the quest for excellence.

- Teaching Plans are prepared by the faculty of each department every year. For first year students, this is done every semester, as per the Almanac given by the University.
- Additionally all the Heads of the Departments are required to submit a plan of their departmental activities such as club activities, extension lectures, field trips etc. at the beginning of the academic year.
- The teachers maintain a Teaching Diary to record the lectures and laboratory sessions which will help in completing the syllabus in the prescribed time. This ensures accountability. The diary is signed by the Head of the Department and the Principal to ensure

that there is coordination between the Teaching plan and its implementation.

➢ The faculty members also conduct extra classes in case of exigencies and for the benefit of slow learners.

1.1.3 **What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?**

➢ In accordance with UGC norms, the University implemented the Choice Based Credit System from the academic year 2016-17. In order to ensure a smooth transition into a new method of teaching and evaluation, some teachers were deputed to attend workshops conducted by the University. These teachers then conducted in-house workshops on the new CBCS system for the benefit of the entire faculty. Relevant circulars and notifications that the institute receives from the University are also communicated to all the teachers.

➢ It is mandatory for the college to follow the almanac set by the university.

➢ The university structures the syllabus and evaluation patterns and communicates the same to the college. The University also conducts workshops whenever a new subject is introduced, or the syllabus is revised.

➢ The college reinforces this by
  - Organizing Faculty Development Programmes
  - Deputing faculty members to attend University workshops
  - Mentoring the junior members of the faculty by the senior faculty
  - Provision of reference material

1.1.4 **Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.**

➢ The detailed academic plan prepared at the beginning of the year or semester is communicated to the students so that they can plan accordingly.

➢ The institute encourages the teachers to attend seminars and conferences or workshops in their respective subjects to keep themselves updated. The institute sponsors the registration fee. Autonomy is given to the faculty to design and implement lesson plans.

➢ In addition, the staff members are provided with facilities such as: LCD projectors, well equipped laboratories, internet access and a well-stacked library with access to e-journals and books.

➢ The students of all the departments are taken on field trips and involved in subject-related Club activities for experiential learning.

1.1.5 **How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?**

➢ Several departments of the institution conduct and organize workshops, conferences, seminars and academic meets independently or in collaboration with the UGC, DBT, scientific bodies like The Indian Dietetic Association or industry to share the research findings and promote an aptitude for research among faculty and students. Organizing such events creates opportunities for eminent scientists and speakers to visit the institute and interact with faculty and students, thus enriching their experiences.

➢ The college promotes industry linkages by organizing student visits to research organisations and institutes of national importance. The Industry sponsors activities in the college such as academic meets and poster contests. During such interactions with the industry, the personnel involved suggest ways to make the curriculum more suitable for employability, which is then communicated to the Board of Studies members who can then discuss it in their meetings at the University level.

➢ The departments organise guest lectures by prominent industry experts.

➢ The Placement cell which is very active on the campus gets opportunities to ascertain whether student-performance matches the requirements of the industry. The employability skills course is designed incorporating the suggestions from the recruiters. In addition, the Human Resource Manager of the recruiting organization has a meeting with the Principal, in which she receives feedback regarding student-performance.

1.1.6 **What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.**

➢ The Principal and four other faculty members are members of the Boards of Studies of the University of different departments as given below:

Members Involved in Syllabus Framing/Revision

Departments	Name of the faculty
Commerce	Dr. A. Anita Reddy, Principal Senate Member in Osmania University, Hyderabad. Member, Faculty of Commerce, Osmania University.
English and Modern Language	Dr. Angela Moorjani, BOS Member, Osmania University.
History	Ms.S.Saraswathy, BOS Member, Osmania University.
Nutrition and Dietetics	Dr. Uma Chitra, BOS Member, Osmania University.

> ➢ They participate in planning and revising the syllabi from time to time. The changes implemented are then communicated to other faculty members. These members also take initiatives to organise workshops and training programs in the college to disseminate information regarding the revisions in the curriculum.

> ➢ The feedback provided by other faculty members and advanced learners about the curriculum and its suitability is also taken into consideration by the Boards of Studies members when the curriculum is being revised.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning') and the courses for which the curriculum has been developed.

The curriculum for Add-on certificate courses is designed and developed by faculty members along with the resource persons who conduct this program and it is revised based on the feedback obtained from the companies which visit the college for on-campus recruitments.

1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

> ➢ The Heads of the Departments ensure that the stated objectives of the curriculum as prescribed by the University are met during the implementation process. This is done during departmental meetings and interactions with students.

> ➢ The Commissionerate of Collegiate Education (CCE) deputes a team for academic audit every year. In addition, the University also conducts an academic audit at the end of every academic year, during which the members of the audit team review the activities of all the departments including the curriculum delivery.

> ➢ The CBCS syllabus was introduced by Osmania University with the aim of introducing continuous assessment throughout the course and to allow for flexibility in learning. The institution implements and monitors the same in the form of regular internal assessment as per the directives of the University. The faculty members use various techniques such as class tests, projects, seminar presentations, quiz and group discussions with the aim of improving the performance and learning ability of the students as part of internal assessment.

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

The college conducts certificate courses for the students and trains them in some of the professional aspects in addition to their curriculum. These are aimed at sharpening the skills of the students prior to placement. The certificate courses are: Personality

Development and Communication Skills, Flash–2D Animation Course, Biostatistics and Employability Advantage.

1.2.2 **Does the institution offer programmes that facilitate twinning/dual degree? If 'yes', give details.**

No

1.2.3 **Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:**

- **Range of Core / Elective options offered by the University and those opted by the college**
- **Choice Based Credit System and range of subject options**
- **Courses offered in modular form**
- **Credit transfer and accumulation facility**
- **Lateral and vertical mobility within and across programmes and courses**
- **Enrichment courses**

Academic flexibility is encouraged wherein the faculty can plan their classes accordingly, to facilitate subject related club activities which give practical exposure to students.

➢ Internships
➢ Field survey
➢ Hands on training
➢ General activities which we believe will enhance their capacity to understand the subject better.
➢ The Department of Clinical Nutrition and Dietetics has an Earn-while-you-Learn Program during which students learn to purchase ingredients, prepare dishes and learn how to do the costing of these items. This leads to the development of Entrepreneurship skills and thus complements the curriculum.
➢ The Entrepreneurship club also organizes an Earn-while-you-Learn Program during which the students prepare creative handicrafts, greeting cards and snacks and sell them on campus, thereby learning various entrepreneurial skills.
➢ The proceeds of the above activities are used for social welfare.

1.2.4 **Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.**

➢ All the Post Graduate courses are self financed. Admissions into these courses are made through a common entrance test conducted by the affiliating university. The fee charged and staff qualifications are prescribed by the university/government and college has to follow the norms laid out by the university/government.

> ➢ The self-financed courses in Under Graduate level do not differ from aided courses in terms of admission, curriculum and teacher qualifications. However the maximum fee stipulated by the University is much higher for self-financed courses compared to aided courses. The college adheres to these norms.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

> ➢ Add-on courses are offered to the students each year. All the first year students take the Personality Development Course. In the second year they learn computer related courses and in the final year Employability Advantage course is taught to them. Corporate trainers – DISHA Training and Consulting service train the students in the first and final years. Computer skills are taught by the Computer Science faculty to the non computer science students.
> ➢ These three courses offered to the students ensure that they have the right personality and employability skills to face the competition in regional and global employment markets.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students?

No

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

Efforts made by the institution to supplement the University curriculum to ensure that the academic programmes and institutional goals and objectives are integrated are as follows:

> ➢ Subject related club activities to enhance creativity and for hands-on-experience in learning their subject.
> ➢ Enrichment courses like Add-on courses which will improve employability.
> ➢ Value based education indicating social relevance for their education.
> ➢ Students are encouraged to volunteer for social causes to be connected to the community from college level itself thus making them responsible citizens.

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

The regular curriculum is supplemented with add on courses.

Efforts made by the institution to enhance the employability of the students:

➢ Seminars and workshops at National and Regional level are conducted from time to time.
➢ As part of Entrepreneurship club activity, students learn how to promote, price, package, advertise and sell their products.
➢ A workshop on Business plan presentation is conducted each year.
➢ Students of Consumer club promote awareness and educate students of schools and colleges on Consumer Rights.
➢ The students of Nutrition Department conduct nutrition awareness programmes in schools and colleges.
➢ Science students are involved in medical camps organized by Doctors and other resource persons.
➢ Students of Microbiology department learn to test the microbial quality and safety of street foods.
➢ The Consumer club invites resource persons to organize programmes such as how to identify pure silk, check genuineness of gold jewellery and precautions to be taken when using cooking gas.
➢ Spoken English classes are conducted to enhance communication skills.
➢ Students of Electronic club have made LED Lights and security systems etc.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

➢ All students complete a course on Environmental studies as a part of the curriculum. Additionally, the first year students complete a course on Gender Sensitization which is part of the new CBCS Curriculum.
➢ On a weekly basis, every department takes turn to conduct the Assembly during which topics such as climate change and issues pertaining to the environment are discussed. There is an active Environmental club - Green Club which conducts activities focusing on environmental protection.

1.3.4 What are the various value-added courses/ enrichment programmes offered to ensure holistic development of students?

- **moral and ethical values**
- **employable and life skills**
- **better career options**
- **community orientation**

➢ The institution focuses on holistic development where students from varied social and economic backgrounds. Human values and Gender sensitization are also part of the curriculum. Apart from the curriculum, moral and ethical values are also imparted to the students. It is mandatory for students to participate in the weekly

      Assembly. The prayer song "Vande Mataram" is sung at the commencement of the weekly assembly and it concludes with the National Anthem to inculcate patriotism.

➢ Community orientation is given by NCC and NSS volunteers.

➢ Voter's rights, Swachh Bharat programme, Eco friendly Ganesha making, Importance of immersing idols in a bucket of water instead of polluting lakes, Haritha Haram programme, orientation towards SHE teams, downloading of HAWK EYE App (initiated by the Police Department).

➢ Bathukamma, our State festival is celebrated with gaiety. All National festivals too like Republic Day and Independence Day are celebrated each year paving the way for socially, and morally responsible citizens.

➢ Career guidance is provided periodically through seminars and workshops and other skill based programmes offered.

➢ A well equipped Research centre is established on campus to facilitate research activities of staff and students.

1.3.5 **Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?**

➢ The IQAC and members of the Governing Body meet at regular intervals to discuss the activities for the ensuing year and the action plans thus generated are implemented. Suggestions from all the stakeholders are also taken into consideration. The Principal interacts regularly with all the faculty members to obtain their views.

➢ Many teachers are members of the Boards of Studies in their respective subjects in Osmania University where they convey the feedback obtained from the stakeholders for enriching the curriculum.

➢ The students indicated that club activities were a great learning experience which has encouraged us to enrich these activities.

1.3.6 **How does the institution monitor and evaluate the quality of its enrichment programmes?**

➢ All the programmes conducted on the campus are with the prior permission and in consultation with the Principal and the management. Thereafter the IQAC under the guidance of the Principal and the coordinator monitor and evaluate the ways in which the curriculum can be implemented.

➢ All the programmes are monitored through continuous assessment and their quality is evaluated through a formal and informal feedback system. The feedback from the recruiting companies was used to bring improvements in the employability course.

1.4   Feedback System

1.4.1 **What are the contributions of the institution in the design and development of the curriculum prepared by the University?**

The college being affiliated to Osmania University follows the curriculum stipulated by the University. However some faculty members being on the Board of Studies, participate in curriculum

design and revision.

1.4.2 **Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?**

Feedback obtained from advanced learners and teachers about the curriculum is discussed by members of Board of Studies during University meetings. Such information was used when the new CBCS curriculum was framed recently. The present new curriculum was framed at the University level after considering the needs of the students during departmental meetings.

1.4.3 **How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)**

One new course at the UG level and two new courses at the PG level were introduced due to the increased demand.

➢ **B.Sc (MPC), M.Sc Mathematics, and M.Sc Computer Science**

Any other relevant information regarding curricular aspects which the college would like to include.

The Learning outcomes of every course are explained to the students during the introductory class.

The following pedagogical tools are used to enhance student's abilities and skills:

➢ Assignments
➢ Class room presentation
➢ Group discussion
➢ Group tasks
➢ Lab activities
➢ Student seminars
➢ Situation analysis
➢ Club activities

In addition to the above, a weekly assembly is also conducted by various departments in rotation consisting of topics of current interest, weekly news round-up and other important events. It concludes with important announcements by the Principal.

Club activities: Students get a practical understanding of a particular topic, problem-solving skills, creativity and team work through the weekly club activities.

<div align="center">**Criterion II: Teaching – Learning and Evaluation**</div>

2.1 Student Enrollment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

The institution is an aided college funded by the UGC, hence it should not publicize for admissions. The affiliating university mentions the dates for admission and the same is put up on our website and admission details are provided when people approach the college. Prospective students and parents are allowed to walk around the college to check out the infrastructure and talk to faculty for course details etc.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

➤ The Government has decided to centralize the admissions from the academic year 2016-17. There is an online mechanism available to the students aspiring to get admission into the college.

➤ The criteria of merit and reservation policy of the Government as implemented by the Osmania University are adopted for admission. The admission process is based on the class XII / Intermediate marks. There is no Entrance Test for entry to the Undergraduate course.

➤ However for the Post Graduate courses, PGCET/ICET i.e the Common Entrance Test is conducted by the University, and admissions are made on the basis of merit ranking.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

Course	12-13		13-14		14-15		15-16		16-17	
BZC	49	91	40	89	46	93	46	94	74	96
MBC	58	97	51	88	47	93	55	93	71	96
MZC	45	86	55	91	50	82	67	92	82	98
CND (Z)	52	91	49	87	62	95	59	92	84	98
CND (B)	51	85	50	92	52	86	63	91	66	95
MPCs	42	46	48	94	52	94	52	91	74	97
MSCs	48	94	43	95	51	92	50	95	61	96
MECs	53	89	47	96	47	89	50	91	58	95
BtMC	57	92	55	91	56	94	60	95	68	97
MCCs	53	84	52	89	-	-	-	-	-	-
MPC	-	-	-	-	-	-	-	-	49	94
EPP	34	82	42	93	40	77	30	87	46	72
ESL	-	-	53	72	40	66	41	76	48	93
HPL	35	89	32	59	33	87	41	79	40	83

Kasturba Gandhi Degree & PG College for Women

Course	12-13		13-14		14-15		15-16		16-17	
B.Com Reg EM	43	89	41	94	44	97	45	98	41	93
B.Com TM	43	59	45	58	44	56	43	90	41	84
B.Com Computers	51	89	43	90	46	96	41	95	54	93
B.Com Vocational	42	92	42	91	56	97	52	94	56	83

Kasturba Gandhi Degree & PG College for Women

Group	2013-14		2014-15		2015-16		2016-17	
	Lowest	Highest	Lowest	Highest	Lowest	Highest	Lowest	Highest
BSc	43	96	46	94	46	95	58	98
B.COM	41	94	44	97	41	98	41	93
BA	32	93	33	87	42	93	40	93

Sarojini Naidu Vanita Mahavidyalaya

Group	2013-14		2014-15		2015-16		2016-17	
	Lowest	Highest	Lowest	Highest	Lowest	Highest	Lowest	Highest
BSc	52	95	45	95	54	94	55	95
B.COM	59	89	44	93	48	91	47	85
BA	46	93	44	87	30	87	37	94

2.1.4 **Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes', what is the outcome of such an effort and how has it contributed to the improvement of the process?**

As there is an online mechanism for the admission process from the current academic year 2016-17 the review process is of little significance. However, continuous efforts are made to enhance the brand image to attract good students to the college.

2.1.5 **Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion**

The institution follows the reservation policy as determined by the Government. The students from all categories are admitted so that the diversity and inclusion is maintained. The reservation of seats for SCs STs and BCs is as follows:

- **SC/ST**
  Scheduled Castes: A total of 15% of seats shall be reserved for the candidates belonging to the Scheduled Castes category.
  Scheduled Tribes: A total of 6% seats shall be reserved for candidates belonging to the Scheduled Tribes category
- **OBC**
  Backward Classes: A total of 29% seats shall be reserved for the candidates in respect of BC candidates as shown below:

Group A	7%
Group B	10%
Group C	1%
Group D	7%
Group E	4%
Total	29%

- **Women**
- **Differently abled/physically handicapped**
  3% of the total number of seats in I year of Degree courses are reserved for the Physically Handicapped persons.
- **Economically weaker sections**
- **Minority community**
- **Any other**
  - Reservation for N.C.C: 2% of seats are reserved for students possessing the prescribed certificates in N.C.C.
  - Reservation for Games and Sports: 2% of seats are reserved for the students who have participated in games and sports.
  - Reservation of seats for Extra-Curricular activities: 1% of the seats shall be reserved for students who participated in Extra-Curricular activities such as Elocution, Debates, Essay etc. who have represented India at the International level, represented state at All India level and represented the University at the Inter University level.
  - Reservation of seats for children of Ex-servicemen, children of Armed Personnel: 1% of the seats are reserved for children of Ex-servicemen and children of Armed Personnel.
  - All students are given equal opportunity for learning. When Remedial Classes are planned, all the weak students are taken into consideration, irrespective of their caste, ability, economic status and religious leanings.

  Remedial classes are taken for all the students who require additional assistance irrespective of their category or economic status. This in itself is an inclusive policy. Our inclusive policy is also reflected in the way we make announcements, notices etc., which are never exclusive.

2.1.6 **Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.**
No. of Forms Received (R) & Students Admitted (A) 2012-2016 Course-wise

Course	2012			2013			2014		
	R	A	Demand Ratio	R	A	Demand Ratio	R	A	Demand Ratio
BA	59	56	1:1	77	77	1:1	90	74	3:2
B.COM	612	343	2:1	623	440	3:2	674	462	3:2
B.SC	482	291	3:2	545	356	3:2	522	306	3:2

Course	2015			2016		
	R	A	Demand Ratio	R	A	Demand Ratio
BA	69	69	1:1	61	61	1:1
B.COM	725	473	3:2	336	336	1:1
B.SC	530	384	3:2	338	338	1:1

➢ PG admissions are centralized, hence, only those students who obtain seats through a Common Entrance Test are given admission forms.

➢ There has been an increasing trend in total admissions from 2012-15

➢ From 743-2012, 872- 2013, 823-2014, 944-2015 and 737-2016. In all these years the university allowed the college to take 20% more than our sanctioned strength in courses where there was demand and up to 50% of B.Com (Reg) aided course. The college availed this facility and the admissions showed an increase year after year.

➢ In 2016 the mode of admissions was changed to centralized admissions at a very short notice through online process for all the degree colleges. Some colleges challenged the Government's decision and went to court and continued with direct admissions. But the parent bodies of the college decided to go with the decision of centralized admissions.

➢ There was a confusion regarding online admissions because it was a sudden change and out of fear of uncertainty many students joined colleges which gave direct admission.

➢ Secondly the university did not allow the institution to take more than the sanctioned strength. However, we filled in our sanctioned strength in most of the courses of the college, except humanities and B.Com Telugu medium, B.Com (Voc).

➢ The B.Com (Telugu Medium) course is never filled upto its maximum strength. Inspite of the low intake the course is continued, to accommodate the students who wish to pursue higher education in Telugu Medium, which is not available in many colleges. The drop in B.Com (Voc) course is because it is not a

popular branch of B.Com course and is available only in few colleges. Many students are not aware of this course and there was no chance to counsel the students as the admissions were online.

➢ Demand for Humanities in general is not much as there is a misconception that job opportunities are lower in case of Arts Students.

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently- abled students and ensure adherence to government policies in this regard?

➢ The college provides certain facilities such as wheel chairs and elevators and also arranges the classes on the ground floor for the convenience of physically challenged students.

➢ The management, staff and students have made voluntary contributions to provide financial assistance to support students who are differently- abled.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

➢ As students opting for undergraduate courses come from different streams, different media of instruction and from rural areas, the college organizes Bridge Courses to cater to their needs in terms of knowledge and skills before the commencement of the programme.

➢ When non commerce students join the B Com course they are inducted into a Bridge Course, in which all the basics are explained and their knowledge is brought at par with those who had Commerce in their Intermediate course.

➢ The faculty members put in additional efforts at the commencement of the courses to identify the students' knowledge gap and their specific needs through interaction and encourage students to approach faculty if there are special issues to be addressed.

➢ Additionally orientation classes are conducted which provide support throughout the UG programmes.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/ Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

➢ The college conducts Remedial classes whenever necessary, Add on courses for skill enhancement. First year – Personality Development, Second year - Computer skills, Final year – Employability skills.

➢ Spoken English Classes are offered for those students who require, particularly those who do not come from English medium background.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

➢ The college administration and staff has been sensitive towards various social issues. Throughout the year various activities are organized to educate and involve students to create awareness and make them socially responsible citizens.

➢ The college conducts assembly every Monday where the Principal and the departments conducting the assembly proceedings discuss topics that sensitize the students on gender issues and also on how to live harmoniously and peacefully with people from varied backgrounds. All this collectively works towards inclusive growth.

➢ As per the Government regulations, social and financial inclusion has been an integral part of the institution. An environment for learning and equal opportunity is created without any bias or discrimination. 'Gender Sensitization' is now a part of the curriculum.

➢ The college launched a Gender Desk in 2011 in collaboration with "Asmitha", an NGO which works for women empowerment and gender sensitization.

- Video Lectures and Documentaries / short films were shown to the staff and students focusing on gender issues by resource persons from "Asmitha".

- In the academic year 2013, NSS volunteers along with the Programme Officer participated in a workshop on "Gender Sensitization" organized by "Dhristi" an NGO.

- The NSS unit of Kasturba College invited MV Foundation an NGO and organized a Child Rights - Protection and Gender Sensitization programme in the college on 10th September 2015.

- The Green Club of the college conducts annual events which include "Haritha Haram", and "Eco friendly Ganesha". In 2015 "Swachh Bharat" program was initiated. As part of "Swachh Bharat" staff and students make a continuous effort to keep the premises clean. Annual competitions are conducted on topics such as "Best out of Waste", "Ozone layer depletion", etc. A workshop on making Eco-friendly Ganesh is organized every year which concludes in 'bucket immersion'. A 'Clean Drive' is taken up each year in the college. The Green Club team keeps track of the saplings that are planted and takes care to see that they grow into healthy trees. An Annual audit is done of all the trees planted the year before.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

➢ The college encourages advanced learners to participate in Seminars/Research/Paper Presentations/Article writing etc. The winners are awarded prizes in the Assembly by the Principal to encourage them.

➢ These students also take a lead in the Club activities and other activities of the college to develop their leadership skills, team work and to strengthen their knowledge of the subject. They

represent the college in Inter-Collegiate events and Inter-Collegiate Competitions.

➢ The students are also involved in research projects in our Research Centre as well as other Minor Research Projects.

2.2.6 **How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?**

Students on the verge of dropout are identified on the basis of attendance and academic performance. If the reason is lack of finances, then such students are given help from the "Care group" fund to which the students and staff contribute and the Management gives a matching grant. The Osmania Graduates Association, the Parent body of the institution also sponsors deserving students. Fee concession is given for sports students. For the Minority students belonging to the Muslim Community, "Allauddin Trust" provides Rs.10,000 for deserving candidates.

➢ If the dropout is due to poor results on account of the student being a slow learner, special Remedial classes are conducted.

➢ For the Physically challenged students as mentioned above, the classes are conducted on the ground floor and elevator and wheel chair facilities are provided.

➢ The College also provides part-time jobs for students who are financially weak, so that they can earn and pursue their studies at the same time.

2.3 **Teaching-Learning Process**

2.3.1 **How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)**

➢ The Academic calendar is prepared as per the University Almanac. All the Heads of the Departments plan the Academic calendar in Departmental Meetings, listing the important events to be conducted during the course of the year, such as Examinations, Internal assessment, Competitions and Club activities.

➢ The syllabus and question paper pattern is communicated to the students at the beginning of the academic year.

➢ Timetables are displayed on the Notice boards.

➢ The Academic Calendar serves as the basis for faculty members to prepare the Teaching Plan. Every lecturer prepares a comprehensive Teaching plan as per the workload allotted.

➢ Teaching Diary is maintained to ensure that the Teaching Plan is implemented. This is done to plan and record lectures. This helps to manage curriculum within the stipulated time. In case of exigencies, extra lectures are planned.

2.3.2 How does IQAC contribute to improve the teaching –learning process?

➢ Conducting Annual Review meeting with the departments to check their progress. During these meetings, the Heads of the departments also declare their future plans for the ensuing academic year.

➢ The IQAC also encourages faculty members to apply for grants to organize seminars and conferences or to do research.

➢ The Heads of the Departments also discuss their requirements for improvement in infrastructure, laboratory equipment etc., during these meetings.

➢ During IQAC meetings members make suggestions for improvement which are communicated to the faculty.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

The student-centric learning approach is integrated as an element in the teaching plan.

The interactive methodologies incorporated by the teachers are:

➢ A student friendly synopsis is prepared and the content of the topic is taught in an interactive manner.

➢ Case-study is a preferred method of instruction that allows the students to analyze and interpret given cases.

➢ In problem-based learning, the students are encouraged to read more, prepare their own notes and invest personal efforts in learning the material.

➢ Current issues are brought into the class-room for discussion and interaction, wherein the students are encouraged to build their own perspectives and positions on issues and concerns.

➢ Group discussions and quiz competitions are conducted to make the learning student-centric.

➢ Students are encouraged to participate in programmes outside the college which create learning opportunities for them.

➢ ICT enabled classes and sessions make the learning interactive.

➢ Videos, documentaries and films that are relevant to the topics under discussion are screened and collectively reflected upon.

➢ Some important institutional initiatives to make learning student-centric are:

➢ Cooperative learning is a student centric methodology where peer teaching and learning approach is advocated and encouraged, discussion of topics in small groups, followed by common presentations and discussions are part of the learning process.

➢ The Department of English has successfully introduced CLT-(Communicative Language Teaching) into its classes. An example of CLT being used in the class rooms is JIGSAW Reading.

Support structures for the teachers:

➢ Timely Faculty Development Programs / Workshops / Refresher courses and Orientation programs

➢ Encouraged to participate in seminars and conferences as resource persons or paper presenters.

➢ The institution provides necessary infrastructural facilities and efficient support staff.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

The college strives to nurture students into becoming creative thinkers and independent learners, by:

➢ Encouraging students to participate in Club activities. The clubs provide a platform for students to share knowledge and interact with other students.

➢ Encouraging group activities. Students work in groups during practical lab sessions and club activities. This inculcates problem solving skills and facilitates team work.

➢ The students are taken on study-tours

➢ Students are involved in research projects in the Research Centre and encouraged to present papers in seminars and conferences

➢ Field trips are also organized to give the students an out-of-the classroom experience. Visits to research institutes expose the students to the research avenues available in their respective subjects.

➢ Activities like Business Plan presentation etc. in the Entrepreneur Club help in innovative thinking.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning-resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

➢ Use of ICT in the classroom: The College provides LCD Projectors, OHPs, multimedia facilities, TV with DVD player.

➢ To aid in effective teaching, many members of the faculty supplement their teaching with PPTs.

➢ The students and the faculty have access to e- books and journals and web based databases in the library. The Library is constantly updated.

➢ Laboratories are well equipped to facilitate the full coverage of syllabus given by Osmania University.

➢ All the departments are equipped with computers and internet access and E-learning Resources- open educational resources developed by IIT Kharagpur.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

➢ Seminars, Extension lectures, and Guest lectures are organized on a regular basis, so that students can update their knowledge.

➢ The college encourages faculty members and students to attend National and International seminars and conferences and present papers and sponsors the registration fee.

➢ The college has collaborative research with Industries and research institutes.

➢ Establishing linkages and MoUs with Industries and other educational institutions.

➢ Hands on training and workshops.

➢ Knowledge sharing with academicians and industry experts.

2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling / mentoring / academic advise) provided to students?

➢ Academic advising: Guidance is provided to the students regarding the scope of the programme opted for at the time of admission. The final year students are provided with details about Post graduate courses and placement opportunities.

➢ Personal and psychosocial support: Need based counseling is provided to academically disadvantaged students from time to time.

➢ Needy students are referred to the CARE Group for financial assistance

➢ The Placement Cell offers career counseling advice.

➢ The Grievance Redressal Cell addresses the problems of the students and attempts to solve their problems.

➢ Advanced learners are involved in research projects and encouraged to take lead in club activities and provided with guidance to participate in Inter college competitions.

➢ E.g. Eleven students benefitted from academic counseling and got into National Institutions.

➢ E.g. Five students were guided to take up alternative courses like Emergency Medicine and Clinical Diagnostics.

➢ E.g. Two students were counseled for clinical depression.

➢ Every fortnight trained counselors from "Darshika", an NGO with whom an MoU has been signed come to college for professional counseling services.

2.3.8 Provide details of innovative teaching approaches / methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

➢ Funding of research projects: The management provides funding for faculty to take up research projects.

➢ Some departments have LCD projectors which enable faculty to adopt modern teaching methods.

➢ Seminars and group discussion methods are used to encourage interactive and skill-based learning.

➢ Advanced learners are guided to work on assignments on new research findings.

➢ Case-study based presentations are blended with research.

> ➤ The College has various clubs like Literary Club, Bio Club, Green Club, Social Sciences Club, Entrepreneur Club, Consumer Club, SITEMAP Club (Physical Sciences) etc. The students join the club of their choice and organize and participate in the events and competitions. They learn, not only how to manage the events under the guidance of the lecturers, who are the coordinators of the clubs, but also strengthen their knowledge of the subject.

2.3.9 How are library resources used to augment the teaching-learning process?

E-journals, reference books, encyclopedias all help faculty and students to get updated with the latest developments in the subject.

> ➤ The College allocates budget for each department every year to purchase books and journals.
> ➤ The faculty and students have internet access in the library and have access to e-journals.
> ➤ Question papers of all the previous University examinations are made available to the students.
> ➤ The library staff keeps faculty and students updated about new arrivals.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

> ➤ The faculty makes a Teaching Plan which is adhered to and usually the syllabus is completed as per the time frame allotted for second and third year students.
> ➤ However completion of syllabus sometimes becomes difficult for the first semester of Year I students because of the delay during the admission process and the commencement of classes. To overcome this challenge the faculty members take extra classes to complete the syllabus on time.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

> ➤ The Feedback Committee collects and evaluates feedback from all the students about the quality of teaching.
> ➤ The IQAC conducts meetings from time to time to review the quality of teaching as indicated by the results of the Feedback given by the students. Corrective measures are suggested to faculty members during one-on-one meetings with the Principal.
> ➤ The Principal visits the classrooms periodically to understand the requirements of the students.
> ➤ The Principal also has discussions with the teachers to understand their constraints and address their problems.
> ➤ The Heads of the Departments also ensure that classes are conducted as per the Teaching schedule and that Internal Assessments are conducted. They also suggest corrective measures based on the result analysis for different papers.

2.4   Teacher Quality

2.4.1   Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers (Aided – UG)							
D.Sc./D.Litt.							
Ph.D.			3			2	5
M.Phil.							
PG						2	2
Temporary teachers (Un-aided UG)							
Ph.D.						7	7
M.Phil.						6	6
PG						42	42
Part-time teachers (Un-aided UG)							
Ph.D.							
M.Phil.						2	2
PG						3	3
Temporary teachers (Un-aided PG)							
Ph.D.		1		5		1	7
M.Phil.							
PG				4		11	15

2.4.2   How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern   areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

➢ Open advertisement to attract talent and selection is done according to University norms.
➢ Identifying internal faculty possessing required skills and qualifications.
➢ Through academic networking.
➢ Experts in respective areas are invited to provide greater depth and insight into the subjects.
➢ The staff is retained through internal branding.

2.4.3 **Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.**

a) **Nomination to staff development programmes**

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	**6**
HRD programmes	**NIL**
Orientation programmes	**5**
Staff training conducted by the university	**6**
Staff training conducted by other institutions	**9**
Summer / winter schools, workshops, etc.	**79**

b) **Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning**

Teaching learning methods/approaches

Faculty Development Programmes are conducted regularly to train teachers on newer teaching methods.

➢ 22/12/2012 - Guest Lecture on the 23rd Anniversary of Ramanujan (Mathematician) by Krishnamurthy

➢ 16/09/2014 - Workshop on "Creative Writing", by Armaan Farid

➢ 22/8/2013 - Seminar on "Corporate Reporting" by Prof. Achalapathy, Department of Commerce, Osmania University, Hyderabad.

Handling new curriculum

Whenever new curriculum is introduced by the University, they conduct workshops and the college deputes teachers to attend the workshops.

Content/knowledge management

➢ 22/8/2012 "Integrated Reporting" by Prof. Prashant Atma, Department of Commerce, Osmania University

➢ 17/11/2012 Seminar on "Basics of Stock Exchange", by V. Santosh Reddy

➢ 16/08/2014 "Financial Investment Planning", by C. Sudhir Babu, Ministry of Corporate Affairs.

➢ 15/09/2014 "Youth & Democracy", by Prof. G Ram Reddy

Selection, development and use of enrichment materials

➢ 12/09/2012 "Career Opportunities Ahead", by Dr. TAV Murthy

Assessment

➢ 10/01/2017 FDP for Staff on "Self Assessment and Soft Skills", by Dr. Laxmi Mantha

Cross cutting issues

- 06/09/2012 "Gender Sensitization", by Mrs. Volga, from Asmitha Centre for Women
- 22/12/2013 "Yoga", by Dr. S N Omkar
- 07/12/2013 "You are Important", by Dr. Ratnakar, Director, Global Hospitals
- 04/01/2014 – "Inculcating Human Values", by Dr. Ratnakar, Director, Global Hospitals
- 21/06/2014 - " Man is the Architect of his own self", Sis. B K Sharda from Prajapitha Brahma Kumaris, Ahmedabad
- 06/09/2014 - "Happy Living", by Dr. Vijay Janagama
- 21/09/2015 - "Bhagvad Gita", Ramakrishna Mutt
- 11/07/2016 - "Dasa Avataram related to present Day", (Sanskrit), by Dr. Bhavanarayana Khandala
- 19/08/2016 - "Stress Management" by Dr. B.V Pattabhiram
- 29/11/2016 - "Orientation in Communications and Public Relations" by PRSI, (Public Relations Society of India).
- 30/09/2013 - "Personality Development", by Vivek Shrivastava

Audio Visual Aids/multimedia

- 1. 22/10/2013 - "Back to the Basics" by Dr.Ganesh
- 2. /11/2013 - "Basics of Computers" for non teaching staff by M Satish Kumar.

OER's

- Faculty has access to Open Educational Resources viz; INFLIBNET, NLIST, DELNET and even to the digital library maintained by IIT, Kharagpur. IIT Kharagpur chose few colleges for their pilot project, and our college is one of them.

Teaching learning material development, selection and use
NIL

c) **Percentage of faculty**

- **invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies**
  7%
- **participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies**

National Seminars/Conferences	International Seminar/ Conferences
56%	29%

- **presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies**
  National Seminars attended and presented papers: 27%
  International Seminars attended and presented papers: 25%

2.4.4 **What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)**

- The College encourages faculty members to apply for Research Grants. The Research Committee motivates faculty members to undertake Minor Research Projects. The College Management also

sanctions funds for research projects when they receive applications seeking grants for such projects. Dr. Uma Chitra, Head Department of Clinical Nutrition and Dietetics, completed an International research project which was partly funded by the College Management and partly funded by Kansas State University.

➢ The college also appoints a UGC Coordinator who guides faculty members who wish to apply for UGC Research Grants. During the last four years, one faculty member completed a UGC sponsored Minor Research Project and 3 UGC Minor Research Projects are ongoing.

➢ The faculty is encouraged to participate and present papers in National/International conferences/seminars and training programmes. The Management sponsors the registration fee. On-duty leave is also sanctioned. The Research Committee and IQAC motivate the staff members to apply for UGC and other National Level funding agencies to conduct seminars and workshops. One State-level workshop (funded by UGC), was conducted by the Department of Clinical Nutrition and Dietetics and one National Seminar (funded by Department of Biotechnology, Government of India and The National Council for Science and Technology Communication- DST New Delhi), was organized by the Department of Biotechnology, during the last four years.

➢ The faculty members pursuing Ph.D. are encouraged and the required facilities are provided to ensure they complete their research work on time. Staff members who have completed their Ph.D. are given salary increments and felicitated on College Day.

➢ Announcements regarding publications are made at faculty meetings and the staff members responsible are acknowledged.

➢ The Management is committed to promote research and thus ensure professional development of the faculty.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

➢ Dr. Uma Chitra, Head, Department of Clinical Nutrition and Dietetics who was a recipient of the Fulbright Nehru Visiting Lecturer scholarship in 2009 was invited again in April-May 2014, by the Department of Human Nutrition, College of Human Ecology, Kansas State University, Manhattan, Kansas USA, as Visiting Faculty. She delivered a series of lectures, University-wide, during April-May 2014.

➢ Dr. Uma Chitra, Head, Department of Clinical Nutrition and Dietetics, was awarded an **NFP (Netherlands Fellowship Program) Netherlands Government Fellowship** from the Government of Netherlands for an International course on "Monitoring, Evaluation and Impact assessment of Food and Nutrition security Programmes" at the Centre for Development

> Innovation, Wageningen University and Research Centre, Wageningen, the Netherlands, from 6-24th June 2016.

➢ Captain D. Jayasudha, NCC Officer, was honoured with the Mahila Shiromani award 2016 Award for promoting Women's welfare and development by Telangana Citizens Council on 13th March 2016.

➢ Captain D. Jayasudha, NCC Officer, was also honoured with Best Social Service Award by Peace Foundation, Hyderabad, on International Peace day, (21st September 2016), in recognition of her outstanding contribution to society and service in the field of peace and harmony and community development.

➢ The college is continuously taking initiatives to achieve its goals through knowledge management, to transform itself into a learning organization. It lays emphasis on various events and activities to promote and encourage the creation of a conducive environment for overall faculty development. Faculty is encouraged to attend and organize events like FDP- Faculty Development Programs, Orientation Programs, Workshops, National and International level seminars and conferences etc. In addition, the faculty gets support to complete their Ph.Ds and UGC sponsored research projects. To promote research among the faculty, the college has started Kasturba Integrated Research Centre. The institutional culture and environment contributes towards the empowerment and overall progress of the faculty.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

➢ Feedback forms are given to the students, where they evaluate the teacher on various criteria. The Principal goes to each class and interacts with the students to understand them. The Head of the Institution then interacts individually with each faculty member and discusses their problems, giving suggestions on ways to make teaching more effective.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

➢ The Institution ensures that all the faculty members attend departmental meetings conducted by Osmania University in the beginning of the Academic year, where they are given details of syllabus and sample model papers with marks allocation.

➢ When the students join the college, they are made aware of the details of the evaluation process.

➢ Evaluation is done through Annual University examinations. Quarterly, Half Yearly and Pre-final examinations are conducted along with Class Tests and Practical Examinations for the science students.

2.5.2 **What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?**

  ➢ The university introduced CBCS pattern and has made it mandatory. The college has adopted the same pattern and is implementing it in an effective manner.
  ➢ Adjustments were made in the institution to ensure a smooth transition to the new Semester system. Internal Assessments and End-Semester exams for the first batch were successfully conducted.

2.5.3 **How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?**

  ➢ The institution follows the University schedule for conducting the Internal Assessments and End-Semester exams and also the evaluation pattern stipulated by the University.
  ➢ Evaluation methods adopted at the institutional level:
    • Class room participation
    • Continuous evaluation system
    • Projects and assignments
    • Internal Assessment Tests
    • Pre-final examinations
    • Club activities
    • Inter-collegiate events
    • Paper presentations

2.5.4 **Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.**

  ➢ The Osmania University has introduced CBCS (Choice Based Credit System) from July 2016. The pattern of the undergraduate programme has changed from Year-wise system to the Semester System. Also, CCE (Continuous and Comprehensive Evaluation) pattern has been introduced where every semester, two internal exams are conducted for 20 marks each, which are the Formative assessments and at the end of the semester an End-Semester Exam is conducted which is the Summative assessment.
  ➢ Since this system has been recently introduced, the impact is yet to manifest.

2.5.5 **Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.)**

  ➢ College follows the evaluation system of the University. Earlier there was Annual Assessment system only and there was no Internal Assessment. The practical exams are conducted online for English, hence there is complete transparency. For the Viva-Voce exams for Commerce, English, Sociology, Economics and French,

External Examiners are sent by the university to conduct the exam. From 2016, the University has adopted the Choice Based Credit System, which has the Semester System and 20% weightage has been given for Internal Assessments. Currently, the college follows the earlier system for II and III year students and the CBCS system for I year.

2.5.6 What is the graduate attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?

➢ The graduate attributes that the college works towards are sound subject knowledge, conceptual clarity, employability and communication skills, good manners, punctuality, team work, leadership skills, sensitivity to those less privileged, respect for elders, patriotism, and moral values, to channelize their academic knowledge for right purposes.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

➢ There is transparency in the conduct of internal assessment leaving no scope for subjectivity. In case the student has a grievance, she goes to the teacher concerned and gets it redressed at that level.

➢ At the University level the student can apply for re-valuation. Also the RTI Act protects the student's interests. The Academic Coordinator interacts with the University and resolves issues of dispute.

2.6. Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

➢ Yes, the college has clearly stated learning outcomes. The staff is made aware of these in the staff meetings in the college and departmental conferences at the University. The students are made aware of them in the orientation programme. The students are told about them in the classes.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme / course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

➢ The college monitors and communicates the progress and performance of students through the duration of the course / programme through Result Analysis. The Result Analysis of all the departments for the past 4 years is furnished in the **criteria 5.2.2**

➢ At the entry level itself, we have good students opting for B.Com (Computers) when compared to B.Com (General) and B.Com (Vocational). Though the same faculty teaches all the sections uniformly, there is a variation in results. Teachers put in extra efforts for weaker students.

➢ Telugu Medium is available in very few colleges. Though it is not economically viable, for the benefit of the students from Telugu

Medium, the faculty put a lot of effort into teaching them. We also have Spoken English classes especially for them.

➢ However, we had the University toppers in 2014 from our B.Com (General) section, reflecting the efforts of the faculty.

➢ The entry into B.Sc. courses is directly proportional to the decrease in demand for professional courses like Engineering and Medicine. The profile of students is again skewed in the case of science streams. We have very bright students with more than 90% marks joining some of our science courses like Nutrition, Biotechnology and some in Microbiology and at the same time very weak students also join the science streams.

➢ The B.A. section is consistently showing good results. This may be attributed to the ideal teacher-student ratio which appears to be contributing to the good results.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

➢ The Teaching, learning and assessment strategies of the institution are structured to facilitate improved learning outcomes through:

- Preparing the Academic Calendar, Time Table and Teaching Plan at the beginning of the year
- Well equipped library and modern laboratories
- Inviting academicians and Resource Persons in the subject to keep students updated with latest information
- Field visits to augment curriculum and lab sessions
- Guiding students during Club activities
- Encouraging participation in intra and inter-college literary and cultural activities for all-round personality development

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

The initiatives taken by the college are Training, Entrepreneurship program, Innovation and Research Aptitude Development.

Training

The college provides Training/ Add on courses for the Degree students:

➢ Degree 1st Year: Personality Development
➢ Degree 2nd Year: Flash Course, Bio-Statistics
➢ Degree 3rd Year: Employability skills.
➢ Employability Skills Training classes are conducted by the college from second year onwards and it is mandatory for the students to attend these classes and certificates are issued after the completion of these courses. Students are trained in Computer skills. Orientation sessions before Campus drives are organized explaining about the company, Job roles and responsibilities, IT, ITES, Banking sector.

Out of a total of 385 registered students 217 were placed in various jobs during on-campus drive for the academic year 2015-16.

Entrepreneurship

There is an Entrepreneurship club which gives orientation to Entrepreneurship, by NEN (National Entrepreneur Network, New Delhi).

➢ Every year Entrepreneurship Festival is held for two days, where various hand-made products are made by the students and sold. The proceeds are donated to an orphanage.

➢ 'Business Plan Presentation' workshop is conducted followed by a Business plan competition.

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

➢ The College collects data on student performance and learning outcomes by analyzing the results of the Internal Assessment tests and University examinations. Teachers analyze the results of their respective subjects.

➢ The data is used to identify slow and advanced learners and separate strategies are planned for them.

➢ Organizing remedial classes for slow learners and need based counseling.

➢ The practical/lab sessions ensure better contact with the students since the teacher-student ratio is lower compared to theory classes.

➢ Class teachers are appointed and students may approach them to overcome any barriers to learning.

➢ Feedback is taken from all the companies who come for campus recruitment, based on which add-on courses are re-structured.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

The achievement of learning outcomes is monitored and ensured in the following ways:

➢ Internal Assessment tests are conducted to review the learning process

➢ The learning outcomes are monitored by keeping a record of internal evaluation and university exam results of the students.

➢ Co-curricular and club activities are organized throughout the year to enable students to learn beyond textbooks.

➢ Slow and advanced learners are identified and steps are taken to improve their learning outcomes.

2.6.7 Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Yes, indicators used are:

➢ Marks in internal assessments and University exams

➢ Classroom attendance

➢ Group discussions

➢ Assignments and Seminar Presentations

➢ Performance in extracurricular activities

<center>**Criterion III: Research, Consultancy and Extension**</center>

3.1   Promotion of Research

3.1.1   Does the institution have recognized research centers of the affiliating University or any other agency/organization?

The institution does not have a research centre recognized by the university or any organization. However it has Kasturba Integrated Research Centre (KIRC), which facilitates inter-disciplinary research.

3.1.2   Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes, the institution has a Research Committee to monitor and address the issues of research. The Principal of the college is the Chairperson of the Committee, with the Vice-Principal, IQAC co-coordinator, senior staff members from all the three faculties (Arts, Commerce & Science), as well as senior faculty from PG courses, as members. The Committee motivates the teachers to submit research projects to various funding agencies. The Committee also renders adequate help in the preparation of project proposals. Scrutiny and selection of various project proposals submitted by the members of the faculty are done by the Committee.

Recommendations made by the committee:

➢ Promote the culture of research in the institution.

➢ Encourage teachers and students to take up research projects.

➢ Motivate faculty to undertake more externally funded projects.

➢ Encourage faculty to publish papers in peer- reviewed journals.

➢ Improve infrastructure of research labs through external funding

➢ Organize national /international seminars/ workshop etc. with external funding.

Impact of recommendations made by the committee:

➢ 2 Minor Research Projects completed (funded by Kansas University and UGC)

➢ 3 ongoing research projects funded by UGC.

➢ Increase in the number of paper publications, project proposals submitted and student participation in research activities.

➢ Establishment of Kasturba Integrated Research Centre, augmenting the infrastructure for inter-disciplinary research.

➢ 2 National Seminars (funded by DBT, TSCOST, TSCHE & NABARD etc.), and one State-Level Workshop funded by UGC, were organized.

3.1.3   What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?

Autonomy to the Principal Investigator (PI)

➢ The PI is given total freedom to make purchases and complete the project in an independent manner

Timely availability or release of resources

➢ The amount received is handed over to the PI, who makes the purchases of required items and keeps account of the grant utilized.

Adequate infrastructure and human resources

➢ Adequate infrastructure and other facilities like labs, new equipment, UPS etc. are provided by the institution. The institution encourages the inclusion of selected students in the research projects, to facilitate training.

Time-off, reduced teaching load, special leave etc. to teachers

➢ As per institutional rules, there is no provision for time-off and reduced work-load. However, The Institution grants permission to research scholars to re-adjust their work schedule to pursue their research.

Support in terms of technology and information needs

➢ Internet connectivity, access to INFLIBNET and e-journals, and all the necessary statistical software is available to the PI.

Facilitate timely auditing and submission of utilization certificate to the funding authorities

➢ The management and the administrative staff ensure timely auditing and settling of the accounts with the funding authorities.

3.1.4   What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

The institution motivates students to participate in research-oriented activities and encourages the faculty to design the curricula so as to offer such opportunities. Through the websites and during assemblies, information about ongoing research projects of various departments is announced.

Student participation is further enhanced by:

➢ Exposure to research centers like ISI, NCBS, IISC, CCMB, IICT, NIN etc.

➢ Encouraging participation and paper-presentation in National/International seminars in every subject.

➢ Encouraging them to publish their research findings in reputed journals.

➢ Interacting with Alumni, who are in various research fields.

➢ Conducting seminars on research methodology and research opportunities.

➢ Encouraging participation in summer fellowship programmes in premier institutions.

➢ Conducting presentations, competitions on recent developments in every subject at the intercollegiate /college level.

➢ Observing days of relevance like National Science Day, World Math Day, World AIDS day, National Nutrition Day, Environment Day, Statistics Day, Human Rights Day, Consumer Rights Day etc.

➢ Conducting competitions in various fields (working models, still models, poster making etc.).

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

Guiding Student Research:

➢ Dr.B.Indira, Dept of Computer Sciences (PG), is guiding 5 Ph.D students from Osmania University (enrolled in 2013) and 3 Ph.D students from Bharathiyar University (enrolled in 2014).

Faculty guiding UG & PG student research projects:

➢ Many faculty members guide UG & PG research Projects as part of the curriculum.

Faculty Research projects:

➢ The faculty members seek external funding to support their research interests. The following Faculty Research Projects are funded by different agencies as given below:

➢ Research projects completed: 2 (1-UGC funded and 1-Industry sponsored)

➢ Ongoing Research Projects: Minor Research Projects: 5 (3-UGC funded, 1-Industry sponsored, 1- Institution sponsored).

➢ Collaborative Research Projects: Completed-1(Institution & Kansas University funded – in collaboration with Kansas University, USA). **Details are provided in 3.2.7.**

3.1.6 Give details of workshops/training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

S.No	Title of workshops / training /sensitization programmes	Beneficiary	Nature
1.	One day workshop on "Preventing and managing Cardiovascular disease". – Funded by UGC	Teachers and students	State level

S.No	Title of workshops / training /sensitization programmes	Beneficiary	Nature
2.	One Day Seminar on "Basics of Stock Exchange".	Teachers and students	Institution level
3.	One day seminar on "Research methodology and application of R-Statistics"	Teachers and students	Institution level
4.	One day workshop on Robotics	Teachers and students	Institution level
5.	One Day workshop on "Vedic Maths".	Teachers and students	Institution level
6.	Four Days "Hands-on training in Industrial production and purification of enzymes".	Students	Institution level
7.	One day seminar on Molecular modeling, drug discovery and Biotechnology".	Teachers and students	Institution level
8.	One day workshop on "Business plan presentation"	Teachers and students	Institution level
9	One day workshop on " Statistica – Modules with their functionalities and applications- Live demonstration"	Teachers and students	Institution level
10	Three days "Hands-on training in molecular cloning and bioinformatics".	Students	Institution level
11	Four days "Hands-on training in Enzymology and its impact on industrial production"	Teachers and students	Institution level

3.1.7 **Provide details of prioritized research areas and the expertise available with the institution.**

S. No	Priority Areas	Expertise Available
1.	Plant Biotechnology, Industrial biotechnology, Environmental Sciences, Bioremediation, Biostatistics, Bioinformatics, Molecular Biology	Dr. M. Annapurna Bhavani, Dept of Biotechnology.
2.	Community Nutrition and Public health	Dr. Uma Chitra, Dept of Clinical Nutrition & Dietetics.
3.	Cloud computing, Image processing and Neural network.	Dr.B.Indira, Dept of Computer Sciences (PG).
4.	Applied Statistics	Dr.D. Lalitha Devi, Dept of Statistics.
5.	Social Marketing and Consumer behavior	Dr.V. Neela Kameswari, Dept. of Business Management (PG).

3.1.8 **Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?**

The Institution gives top priority to invite researchers and eminent Professors to visit the campus and interact with teachers and students by organizing Seminars, Guest Lectures, Career Guidance and Training programs.

Some of the eminent researchers who visited the campus during the last five years are the following:

1. Dr. D. Bala Subramanian (Director, research centre, LV Prasad Eye Institute, Hyderabad).

2. Prof. C.S. Ramachandram (Vice-Chanclellor, Osmania University, Hyderabad).

3. Dr.B.Bikshapthi (Scientist F, CCMB, Hyderabad).

4. Dr. Hari Tamanna (President, Indigenes Biotechnologies Ltd, Hyderabad)

5. Dr. K.Jaganathan (General Manager, production, Shantha Biotech, Hyderabad).

6. Dr.K.N.Varalakshmi (Director, PG Studies, Jain University, Bangalore).

7. Dr.H.Nellaiah (Head, R & D, Biozeen, Bangalore).

8. Prof. P.Sankar Ganesh (Asso. Prof, BITS-H, Hyderabad).

9. Dr.Ravi Ganapathy (Asso.Vice-President, Mfg Sciences, Biological e Ltd, Hyderabad).

10. Dr.D.Prasanna Kumar (Deputy General Manager, Bioprocessing division, Bharath Biotech Ltd, Hyderbad).

11. Dr.G.Narahari Shastry (Scientist F, Director Level, IICT, Hyderabad).

12. Dr.A.Aravind (Scientist, IIPR, Kanpur).

13. Dr.P.Revathi (Vice president- Shantha Biotech, Hyderabad).

14. Dr. P.Vani (Director, SIITAM, Hyderabad.)

15. Prof. Vidya Rajesh (Dean, Life Sciences, BITS-H, Hyderabad).

16. Prof. T.A.V. Murthy (Former Director, INGNCA, New Delhi).

17. Prof. Sudharshan Reddy (Head, Dept of History, O.U, Hyderabad).

18. Prof. Lakshman Satya (Prof, Dept of History, Lockhaven University, PA, USA).

19. Dr. Scott Kugle (Prof, Dept of History, Duke University, USA).

20. Dr.Malathi Sivaramakrishnan (Research Director, College of Home Sciences, Nirmala Niketan, Mumbai).

21. Dr. G.Surya Prakash (Director, CARE Hospitals, Hyderabad).

22. Dr.Manoj Gerela (Consultant Cardiologist, Asian Heart Institute, Mumbai).

23. Dr. Nitin Rao (Pediatric Consultant, STAR Hospitals, Hyderabad).

24. Dr.Nirmala Jesudason (NEC-IDA member and consultant Dietician, Mehta Hospital, Chennai).

25. Prof. Sumitha Roy (HoD, English, OU, Hyderabad).

26. Ms. Lalitha Kumari (Resource Person, Asmitha Resource Centre for Women, Hyderabad)

27. Prof. Rachel Sauer (Visiting faculty from USA, IIJNM, Bangalore).

28. Dr. Raghuram Sharma (Sr. Assistant Prof, Dept of Sanskrit, TICSA, Hyderabad).

29. Dr. Debarshi Dey (Sr.Statistical analyst, NOVARTIS, Hyderabad).

30. Dr. G.Murari Rao (Director, ISI, Hyderabad).

31. Dr. U.V.Somayajulu (CEO, Sigma-India.org, New Delhi).

32. Mr. Badrinath (Chief Financial Officer, Vice President, International paper Ltd, Hyderabad).

33. Dr. Radhika Meenakshi (CEO, Wise Owl Consulting Services, Hyderabad).
34. Mr. Sumeet Naik (Financial Analyst, Mumbai Stock Exchange, Mumbai).
35. Ms. B.Sujana Prabha (President of Darshika-A helpline for depressed and suicidal, Hyderabad).

3.1.9 **What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

The Institution currently does not have the provision for sabbatical leave. Research is carried out by the faculty either on Part-time basis or utilizing the FDP scheme.

3.1.10 **Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land).**

➢ Production of virus-free banana plants through tissue culture
➢ Multiplication of economically important ornamental plants through tissue culture
➢ Making LED lamps
➢ Training in Bonsai Cultivation
➢ Training in Vermi-composting
➢ Training in compost making from kitchen and garden waste
➢ Production of Biogas
➢ Water quality analyses
➢ Training in self-watering plant system using plastic bottles.
➢ Training in robotics
➢ Designing security systems
➢ Community nutrition and public health
➢ Food and milk adulteration analyses
➢ Consumer rights awareness

3.2 **Resource Mobilization for Research**

3.2.1 **What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.**

The institutional budget makes provision for research and development by allocating 8-10% of the funds for the following purposes:

S.No	Heads of expenditure	Financial allocation (Rs)	Actual utilization (Rs)
1	Upgrading library and computers	4,55,000	2,42,616
2	Laboratory equipment	1,50,000	91,049
3	Chemicals	7,40,000	4,38,573
4	Research Journals	84,000	1,51,730
5.	Seminars /workshops/trainings	3,98,000	1,14,256

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

Yes. The institution encourages faculty to conduct short term projects and provides seed money up to Rs 50,000. An amount of Rs. 50,000/ was sanctioned and utilized for one project undertaken by Dr. Uma Chitra, Head- Department of Clinical Nutrition and Dietetics. The project was also funded by the Kansas State University, USA.

3.2.3 What are the financial provisions made available to support student research projects by students?

The students undertake research projects according to the priority areas identified by their departments. Most of the projects are department-initiated, without specific fund allocation, but students are facilitated to use chemicals out of departmental funds.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

The Students and faculty of various departments interact in undertaking inter-disciplinary research in a very healthy way.

➢ Lab sharing between science departments:

➢ Microbial cultures isolated in the microbiology department are used by the Biotechnology department.

➢ Double distillation unit in Biotechnology lab is used by the other science departments.

➢ BOD incubators available in Biotechnology and Botany labs are used by the Dept. of Microbiology.

➢ Faculty members collaborate and undertake inter-disciplinary research.

Paper presentations have been made at interdisciplinary seminars.

Eg: **S. Sarita, N.Swati (Dept of Chemistry), Jyoti Pandey (Dept of Biotechnology):** "Development of an effective model for the use of polyphenol oxidase in the bioremediation of industrial water containing phenolic compounds", presented at SUDHEE-2015 (a national level technical symposium), organized by the Dept. of Biotechnology, CBIT, Hyderabad-(10th-11th March-2015). The project was guided by Dr.Annapurna Bhavani (Dept. of Biotechnology).

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

➢ Externally funded research projects support students' projects by providing extra facilities.

➢ Interdisciplinary approach and lab sharing between science departments (instruments like microcentrifuge, colorimeter, spectrophotometer, homogenizer, rotary shaker etc. of the biotechnology lab are used by students from other departments)

➢ CAD-Cam in Botany lab is used by faculty & students from the Dept. of Microbiology.

➢ Computer labs with net connectivity enable the students to prepare presentations; projects etc. and submit them online.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

Yes. The Department of Nutrition received an amount of   Rs. 51,000 ($1060) from the Dept. of Human Nutrition, College of Human Ecology, Kansas State University, USA, to do an International research project on "Dietary patterns, food neophobia and nutritional status of adolescent girls and young women-A case study". Rs. 18,000 from this grant was used to purchase equipment to assess nutritional status of adolescent girls. Rs. 10,000 was spent on books.

The Department of Statistics received an amount of Rs.1,00,000 from UGC to conduct Minor Research Project on " Awareness of our culture in youth and its relevance for a quality life and learning potentials". Rs. 50,000 was utilized to purchase a laptop with printer and Rs.50,000 was spent on books.

3.2.7 **Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.**
Completed projects

Nature of the project	Duration Year From To	Title of the project	Name of the funding agency	Total Grant (Rs)		Total Grant Received Till date Rs.
				Sanctioned Rs.	Received Rs.	
Minor Projects	2011-2013 (Dept of CND)	**PI: Dr.Uma Chitra:** "Dietary patterns, food neophobia and nutritional status of girls and young women- A Case Study".	1. Kansas State University, Kansas, USA. 2. College management	51,000* 50,000	51,000* 50,000	51,000* 50,000
	2014-16 (Dept of Statistics)	**PI: Dr.D. Lalitha:** "Awareness of Our Culture in youth and its relevance for a quality life and learning potentials- A statistical study".	UGC	2,00,000	1,90,000	1,90,000
Major projects	NIL					
Inter-Disciplinary Projects						
Industry Sponsored	2015-17 (Dept of Biotechnology)	**PI: Dr.Annapurna Bhavani.** "Development of an effective model for the use of polyphenol oxidases in the bioremediation of industrial water containing phenolic contaminants	Industrial Guar products, Ltd, Neemrana, Rajasthan	30,000	30,000	30,000
Student Research projects	2013-14 (Dept of	**Guide: Dr.Annapurna Bhavani.** "Evaluation of inhibition of the	College management- Departmental fund in	-	-	-

	Biotechnology)	designed peptides and small molecules on the aggregation of Human Islet Amyloid Polypeptide.	the form chemicals		
	2013-14 (Dept of Microbiology)	**Guide: Mrs. Shakuntala Tiwari:** Effect of chemical preservatives on shelf life of Maaza tetra packs.	College management-Departmental fund in the form chemicals	-	-	-
	2014-15 (Dept of Biotechnology)	**Guide: Dr.Annapurna Bhavani** Assessment of knowledge, practice and perception of menstruation among adult women in reproductive age group.	-	-	-	-
	2014-15 (Dept of Biotechnology)	**Guide: Dr.Annapurna Bhavani** Use of print media to identify thrust areas and potential research problems in Biotechnology	-	-	-	-
	2014-15 (Dept of Biotechnology)	**Guide: Dr.Annapurna Bhavani** Isolation and purification of Polyphenol Oxidase enzyme from pomegranate	College management-Departmental fund in the form of chemicals	-	-	-
	2014-15(Dept of Microbiology)	**Guide: Mrs. Shakuntala Tiwari:** Qualitative analysis of Pani Puri water.	College management-Departmental fund in the form chemicals	-	-	-
	2015-16 (Dept of Biotechnology)	**Guide: Dr.Annapurna Bhavani** Potential Use of Vegetable and Fruit Waste as Natural Sources of Bioactive Compounds	College management-Departmental fund in the form of chemicals	-	-	-

2015-16 (Dept of Biotechnology)	**Guide: Dr.Annapurna Bhavani** Potential use of vegetable peel as a source of PPO in the bioremediation of phenolic contaminants	College management-Departmental fund in the form of chemicals	-	-	-
2015-16 (Dept of Microbiology)	**Guide: Mrs. Kusuma Dorcas:** "Isolation, Identification and characterization of coliforms from various Pushkara water samples and their Antimicrobial Susceptibility".	College management-Departmental fund in the form of chemicals	-	-	-
2016-17 (Dept of Biotechnology)	**Guide: Dr.Annapurna Bhavani** Optimization of growth conditions for the isolation of dextran producing Leuconostoc from fermented Curd samples	College management-Departmental fund in the form of chemicals	-	-	-
2016-17 (Dept of Biotechnology)	**Guide: Dr.Annapurna Bhavani** Production and purification of ACEi from Raw cow milk using Micrococcus luteus	Industrial Guar products, Ltd, Neemrana, Rajasthan	20000	20000	20000
2016-17(Dept of Microbiology)	**Guide: Mrs. Kusuma Dorcas:** Production of ethanol from various spoiled fruits by batch fermentation.	College management-Departmental fund in the form of chemicals	-	-	-
2016-17 (Dept of Microbiology).	**Guide: Mrs. Shakuntala Tiwari:** Isolation and screening of high yielding citric acid producing strains of Aspergillus Sp.	College management-Departmental fund in the form of chemicals	-	-	-

3.3   Research Facilities

3.3.1   What are the research facilities available to the students and research scholars within the campus?

The major facilities developed are:

Library

➢ Well-equipped library with Information Resource Centre with printing and photocopying facilities.

➢ Subscription to e-journals and other journals.

➢ Subscription/Access to INFLIBNET, NLIST and DELNET.

➢ Access to digital library maintained by IIT, Kharagpur.

Computer & Internet

➢ Advanced Computer Systems with high speed internet connectivity

➢ Statistical software like SAS, SPSS and Statistica.

➢ Laser printer with scanning facility.

Laboratories

➢ All the science departments have well-equipped laboratories.

➢ UPS facility in the departments of Computer sciences, Microbiology and Biotechnology.

➢ Kasturba Integrated Research Centre with common equipment facility to conduct inter-disciplinary research.

➢ Advanced facilities like tissue culture room, BOD incubators, CAD-Cam, Binocular microscope, -20oC deep freezers etc.

3.3.2   What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

➢ Applying for external sources of funding for research projects

➢ Upgrading existing laboratories

➢ Sharing of common instruments/equipment through Kasturba Integrated Research Centre.

➢ Upgrading computer facilities and installing new software (like Statistica).

➢ Improving library facilities with the addition of e-books and e-journals.

3.3.3   Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments / facilities created during the last four years.

➢ Yes. The Department of Nutrition received an amount of Rs. 18,000 from Kansas State University. The amount was utilized for the purchase of Girth measurers and Body Fat monitors to assess nutritional status of adolescent girls.

➢ The Department of Statistics received an amount of Rs. 50,000 from UGC. The amount was utilized for the purchase of a laptop and printer.

3.3.4 **What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?**

➢ PCR- Dept of Biotechnology-O.U, IICT, Indigenes Biotechnologies Ltd.

➢ Atomic spectral analysis – IICT, Osmania University.

➢ Cold centrifuge - Nitza biological Ltd and Indigenes Biotechnologies Ltd, Hyderabad.

➢ Central facilities for Research & Development- Osmania University.

3.3.5 **Provide details on the library/ information resource center or any other facilities available specifically for the researchers?**

➢ The library subscribes to a good number of Academic Journals. In addition, research work is facilitated with the INFLIBNET, NLIST and DELNET subscription. Faculty conducting individual research, research scholars working under recognized guides and students involved in short term projects, utilize the resources in the college library for their literature review.

3.3.6 **What are the collaborative research facilities developed/ created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.**

NONE

3.4 **Research Publications and Awards**

3.4.1 **Highlight the major research achievements of the staff and students in terms of**

Patents obtained and filed (process and product)

NIL

Original research contributing to product improvement

➢ The study on Angiotensin Converting Enzyme Inhibitor can be fine-tuned for developing ACEI as a potential anti-cancer therapeutic drug.

➢ The study on Polyphenol oxidase enzyme can be used to develop an effective model to be used in the degradation of industrial water containing phenolic contaminants.

Research studies or surveys benefiting the community or improving the services

➢ Production of virus free banana plants through tissue culture.

➢ Multiplication of economically important ornamental plants through tissue culture

➢ Study on the inhibition of human Islet Amyloid Polypeptide aggregation

- Production of valuable products from food waste
- Survey on PCOD
- Survey on readership
- Survey on knowledge, practices and perceptions of menstruation.
- Survey on breakfast patterns
- Survey on consumer rights awareness
- Study on milk adulteration
- Studies on water quality

Research inputs contributing to new initiatives and social development

- Dr. Angela Moorjani, Dept of English, has developed a model for developing E-Content in English Literature for online UG programmes of Ministry of Human Resource & Development (MHRD, Govt. of India), in conjunction with EMMRC & EFLU, Hyderabad. The development and implementation of the model has resulted in the extension of this program to other courses like Law, Psychology and Nutrition. These lessons are being accessed internationally by students from different nations.

- Three innovative research project ideas proposed by B.Sc students have been selected for Ideathon Competition and students were invited to attend "Nobel Prize Series-2017" and discuss their project ideas with Nobel Laureates at "Vibrant Gujarat" held at Ahmedabad, Gujarat (9th -10th Jan 2017).

- Immobilization of stem cells- A Cost Effective Approach for the Treatment of Peripheral Vascular Disease (PVD). Proposed by Miss. N.K.M.Nandini (B.Sc II Yr, Dept of Biotechnology).

- Production of antiphytopathogenic compound from Pseudomonas Fluroscens using polythelene as a Carbon source- proposed by Miss.Ch. Anusha (B.Sc III Yr, Dept. of Biotechnology).

- Solar powered GPS enabled Smart Dustbin-proposed by Miss. N. Subha (B.Sc III Yr, Department of Physics & Electronics).

3.4.2   Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

NA

3.4.3   Give details of publications by the faculty and students:

Publication per faculty: (2012-16)

- **Publication Index UG:4.07   PG: 3.13**

Number of papers published by faculty and students in peer reviewed journals (national/international):

Faculty: UG: National : 15 / International - 33   PG: 25 (International)   **Ref : Annexure IV**

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Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.)

➤ DOI:4, Scopus:6, Pubmed:2, Medline:1, EBSCO host:2, Proquest:1, Citeweb: 1

Monographs : 1

➤ Dr. Angela Moorjani: "Miscegenation: Anglo-Indians and the identity Conundrum (2014).

Chapter in Books : PG : 3

➤ Prof. N. Vijaya, & B.Indira, contributed a chapter entitled "ICT: A Tool for Enhancing Women's Educational Opportunities – An Overview" in the book "Gender Issues: Empowerment of Women" being published by Serial Publications, 2014. PP. 33-45, ISBN: 978-81-8387-656-8.

➤ Dr. B. Indira, contributed a chapter entitled "The Role of ICT to enhance Knowledge Management in Higher Education" in the book "E-commerce – Impact on Economic Development" being published by Archers and Elevators Publishing House, 2015. PP. 34-37, ISBN: 978-93-83241-87-3.

➤ Dr. B. Indira, contributed a chapter entitled "Opportunities and Challenges in Enhancing Employability Skills Using ICT" in the book "Resurgent India Through Fostering Innovation and Entrepreneurship", being published by Archers and Elevators Publishing House, 2016. PP. 18-21, ISBN: 978-93-85640-53-7.

Books Edited : UG: 2

➤ Dr. Angela Moorjani: "The Pocket Doctor – Medical Tips For common Illnesses" – Published by Viva Books Private Limited., ISBN No : 978-81-309-1261-5.

➤ Dr. Uma Chitra and Lakshmi Kuchibhotla:: Proceedings of a State Level Workshop on "Preventing and Managing Cardiovascular disease" Sponsored by University Grants Commission, Published by Kasturba Gandhi Degree and PG College for Women, January 2015, ISBN 978-81-920885-1-8.

Books with ISBN/ISSN numbers with details of publishers

UG: 7   PG : 2

UG Faculty:

➤ M.Shalini "Fundamental of C" for B.Com Computers I Year Common Core Syllabus, Published by Kalyani Publishers. ISBN No: 978-81-272-6354-6, 2010. Revised edition 2011, Revised edition 2012.

➤ R. Mangavani: Co-Authored the book titled "Relational Database Management System", Published by Vaagdevi Publications. First Edition-2013, ISBN No: 978-81-921823-7-7.

- R. Mangavani: Co-Authored the book titled "Web Technologies", Published by Kalyani Publishers First Edition 2013. ISBN No: 978-93-272-3518-0.
- R.Mangavani: Co-Authored the book titled "E-Commerce, Revised Edition 2014", Published by Kalyani Publishers, ISBN No: 978-93-272-4004-7.
- A.Dhanalakshmi: Vyapara Vatavaranam (2016): For B.Com I Yr, IInd Sem-CBCS, published by Kalyani Publishers, ISBN No: 978-93-272-6460-9.
- A.Dhanalakshmi: Nirvahana Arthasastram (2016): For B.Com I Yr, IInd Sem-CBCS, published by Kalyani Publishers, ISBN No: 978-93-272-7410-3.
- A.Dhanalakshmi: Managerial Economics (2017): For B.Com I Yr IInd Sem-CBCS, published by Kalyani Publishers, (In Press).

PG Faculty:

- Dr. Asha Binu Raj (2015). Employee Branding as a Holistic Retention Strategy, Innovative Management Practices for Sustainable Development, Bonfring Publishers, ISBN No: 978-93-85477-25-6.
- Dr. Asha Binu Raj (2015). Role of Internal Branding as a Strategic Tool for Organizational Success, Allied Publishers Private Ltd., ISBN No: 978-81-8424-974-3.

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SNIP : 1 (0.538)

SJR : 1 (5.121)

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h-index : 2

3.4.4   Provide details (if any) of

Research awards received by the faculty:

- Dr. Asha Binu Raj, Dept of Business Management: Best Paper Award and First Prize (Cash Prize) for the paper "Role of Internal Branding as a strategic tool for Organizational Success", presented at "International Conference on Business Competitiveness: Perspectives and Challenges" organized by Siva Sivani Institute of Management, Hyderabad in Association with Herzing University, USA; Skyline University, Sharjah; Bristol University of West of England, UK; and University of Highlands and Islands, Scotland (11th -12th Feb, 2015).

- Dr.Annapurna Bhavani, Dept of Biotechnology: Best Paper Award and First prize for the paper entitled "Pharmacogenetics of Propaphenone Response", presented at the National Seminar on "Pharmacogenetics-A Personalized Therapy", organized by Bhavan's Vivekananda College, Sainikpuri, Secunderabad- (12th Feb 2016).

- Miss. Aysha Fatima, Dept of Biotechnology: Best Poster Award for the poster entitled "Effect of EGCG on Gastric cancer cells", presented at SUDHEE-2015 (A national level technical symposium), organized by the Dept of Biotechnology, CBIT, Hyderabad-(10th-11th March-2015).

- Mrs. Sarita and Mrs. Swati, Dept of Chemistry : Second Best Poster Award for the poster entitled "Development of an effective model for the use of polyphenol oxidase in the bioremediation of industrial water containing phenolic compounds", presented at SUDHEE-2015 (A national level technical symposium), Organized by the Dept of Biotechnology, CBIT, Hyderabad-(10th-11th March-2015).

Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally:

- Dr. A. Anita Reddy, Principal – Invited as a resource person for the Orientation Programme, organized by the Academic Staff College, Osmania University.

- Dr. Asha Binu Raj, Dept of Business Management: Invited as a resource person to chair the technical session in the International Conference on Management, Business & Economics – 2016, organized at ITM Business School Chennai in collaboration with International Multidisciplinary Research Foundation.

- Dr. Bhakti Pawar, Dept of Business management: Invited as a resource person to Co-chair the technical Session in ICBMESS - International Conference on Business Management, Economics & Social Sciences (ICBMESS) Jointly organised by AMDISA (A SAARC recognised body, Uttara University, Bangladesh & GBMF, USA held at Uttara University Dhaka, Bangladesh, on 21st – 23rd December, 2016.

- Dr. Angela Moorjani, Dept of English – Invited as a resource person for the refresher course, organized by the Academic Staff College, Osmania University.

- Dr. Angela Moorjani, Dept of English, has developed a model for developing E-Content in English Literature for online UG programme of Ministry of Human Resource & Development (MHRD, Govt. of India), in conjunction with EMMRC & EFLU, Hyderabad. The development and the implementation of the model resulted in the extension of this program to other courses like Law and Nutrition. These lessons are being accessed internationally by students from different nations.

- Dr.Uma Chitra, Dept of Clinical Nutrition & Dietetics: Invited by the Department of Human Nutrition, College of Kansas State University, USA as a Visiting Faculty during April-May 2014.

- Dr.Uma Chitra, Dept of Clinical Nutrition & Dietetics: Received UGC travel grant to present a paper at 16th International Congress held at Sydney, Australia in September, 2012.

➢ Dr.Uma Chitra, Dept of Clinical Nutrition & Dietetics: Received fellowship, from Netherland Fellowship Programme (NFP), Government of Netherlands, for an International course on "Monitoring, evaluation and impact of assessment on food and nutrition".

Incentives given to faculty receiving state, national and international recognitions for research contributions.

➢ The institution appreciates and felicitates faculty for receiving state, national and international recognition for research contributions and encourages them to take forward the research findings for the benefit of society.

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

The institution tries to bring in changes in teaching/learning process in accordance with the changing trends in the industry and employment sector. Various departments sign MoUs with leading companies and industries and associate with them for placements, conducting add-on courses, developing E-Content, organizing hands-on training programs, seminars and industrial visits, for conducting research or to utilize research facilities. Some of the establishments where such institute-industry interface exist are Disha Training & consultancy services, NIN, EFLU, SOB, HSH, Nitza Biologicals, Industrial Guar Products Ltd, Hetero Pharma, Biozeen, WIPRO, GENPACT etc,

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

➢ The institution encourages and supports the faculty members to channel their expertise in different fields, towards the benefit of the community.

➢ The expertise of the faculty and related facilities available in the institution are made known through the exhibitions arranged by the departments, the website of the college, and the annual magazine published by the college.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The institution encourages the staff to utilize their expertise and available facilities for consultancy services through interaction with other institutions and through its extension activities.

3.5.4 **List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.**

➢ Department of Biotechnology: Microbiology - Microbial quality services are provided to industrial Guar products Ltd, Neemrana, Rajasthan. Received Rs. 60,000 and utilized for conducting research projects.

3.5.5 **What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?**

The policy of the institution in this regard is to utilize any income generated through consultancy, for upgrading laboratories, conducting short term research projects, arranging training sessions and workshops for the benefit of the students and the community.

3.6 **Extension Activities and Institutional Social Responsibility (ISR)**

3.6.1 **How does the institution promote institution- neighborhood - community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

The vision of the college is the holistic development of students. Learning through community connect is one of the best practices of the institution. The institution has many extension services that ensure the development of social responsibility in the students. The enthusiastic participation of the respective groups in all such activities promotes institution-neighbourhood-community network.

The college thus accords significant priority to community participation in its extension activities through the following means:

Community development programmes:

The institution organizes various extension activities through the departments as part of curricular and extracurricular activities.

➢ The Departments of Clinical Nutrition and Dietetics and Zoology undertake extension activities in the neighbourhood schools, slum areas and Integrated Child Development Services (ICDS) project centers. During the fieldwork, the students get engaged in a number of activities like surveys, awareness programmes, presentations, street plays for different sections of the community (such as children, youth and elders).

➢ Observation of days of social relevance.

➢ Cleanliness drive of public places through participation in Swachh Bharat Abhiyan .

➢ Organizing campaigns for AIDS awareness.

➢ Assisting nearby banks and bank customers during demonetization.

➢ Popularization of digital financial literacy by promoting SBI Buddy App and online transactions.

➢ Promoting organic farming in the schools and fields near Ramoji Film City, Hyderabad.

➢ Propagating preservation and conservation of heritage cultures through Historical Society of Hyderabad (HSH).

➢ Awareness programme on consumer rights open to students and people from neighborhood.

Gender Sensitized activities:

➢ Organizing Guest Lectures on gender sensitization through Asmitha Resource Centre for Women, Marredpally, Secunderabad.

➢ Organizing awareness campaigns and street plays for child rights protection through MV Foundation.

➢ Organizing awareness talks on "Nutrition for the girl child" for the students of nearby schools.

➢ Participation in awareness campaigns for women's safety, organized by the SHE team, Dept. of Police, Government. of Telangana.

➢ Organizing self-defense programmes for women's safety in association with Axis bank and FM radio.

➢ Participation in Naveena –TV 9 program on "Empowerment of Women".

➢ Celebrating Orange day –a UN initiative taken for the elimination of violence against women- by organizing literary competitions on gender-sensitive topics.

➢ Invited NGO 'Project Rescue', who, through skits, dramatized the high risk to young girls of becoming victims of human trafficking.

➢ The US Consulate presented a street play on the theme of gender sensitization.

Care for under-privileged:

➢ Participation in the preparatory camp for Special Children in the World Summer Games organized by Special Olympics Bharat (SOB).

➢ Felicitation of Special Children and organizing Unified Games for special children and normal children by partnering with Meridian School, Gachibowli, Hyderabad.

➢ Felicitation of Special Children who won medals in the Los Angeles Summer Games, by the US Consulate and Kasturba Gandhi College.

➢ Sharing food, clothing and the joy of various festivals with the inmates of old age homes, orphanages and rehabilitation centers by various departments of the college.

➢ Organizing sale-cum-exhibition of handicrafts to generate funds for orphanages.

Health Care Programmes:

➢ Medical camps, in collaboration with Lion's club, Doctor C and Partha Dental, are conducted for faculty, students, as well as the neighborhood.

➢ Mock drill on First Aid in case of emergency (accidents, burns, heart problems etc.) in collaboration with 108 Emergency Services.

➢ Awareness programmes on AIDS are conducted in nearby slum areas.

➢ Blood donation camps are organized by NSS and NCC units.

➢ Awareness programme on food adulteration by the Consumer Club.

➢ Awareness programme on life-style diseases like obesity etc.

➢ Distribution of low-cost nutrition snacks, prepared by nutrition students, to the beneficiaries of the local ICDS project centers.

Activities for Protection of Environment

➢ Pollution testing for two wheelers and four wheelers

➢ Participation in Swachh Bharat Abhiyan- campaign initiated by the Government of India.

➢ Participation in Telanganaku Haritha Haram –launched by the Government of Telangana, Hyderabad by demonstrating planting technique and selection of plants for their medicinal value or environment protection.

➢ Popularization of Clay Ganesh and bucket immersion in collaboration with TV 9 (to demonstrate an environmentally-friendly means of celebrating a traditional festival).

➢ Training in vermi-composting.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

➢ The institution nominates faculty members as coordinators of NSS, YRC and various clubs to keep track of students' participation and performance in social service activities annually.

➢ The activities are systematically documented by the departments.

➢ Students are directed towards social responsibility. Proper recognition and certificates are given to students performing well in the social service field.

➢ The college ensures participation in activities based on contemporary issues and social awareness programmes like Women Safety, Child Rights Protection and domestic violence, Pink Ribbon Walk, Voice for Girls, Nutrition for Girl Child, and Organic Farming etc.

➢ Students are also motivated to collaborate with NGOs and action groups in the city like SHE Team (Dept of Police, Telangana),

    Asmitha (Women Resource Centre), MV-Foundation, STAR (NGO- Organic farming), Naveena TV etc. In all these programmes and activities, members of the faculty monitor and coordinate these activities and accompany students to camps, campaigns and rallies.

➢ When students return to the campus, the institution or the departments concerned organize reflection sessions, which enable the students to assimilate their experience of their involvement in various social awareness programmes.

➢ Students also make presentations or share experiences when they are sent out to participate in activities on social issues.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

Stakeholder representatives are included in the Governing Body (representatives from Osmania University, CCE and Parent Body) and IQAC (representatives from the Industry and neighborhood). The stakeholders, including parents, alumnae and well-wishers from the college neighbourhood are invited to visit the campus on various occasions. Their feedback is collected and suitably implemented.

Notable stakeholder perceptions:

➢ The institution has taken an initiative to assist bank customers during demonetization. The staff and students visited all the banks in the neighbourhood to thank bank staff for bearing the initial brunt during demonetization. This effort was well appreciated by the bank officials and they invited students to assist bank officials and customers for online transactions.

➢ Parents appreciated the participation of students in training special children for Unified Games.

➢ Local police and media appreciated the active participation of the institution in various activities and they involved the institution in their initiatives and awareness campaigns (Women Safety Awareness Campaign by the SHE team, Naveena- TV9, Vanita TV, Gemini TV etc).

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

Decisions regarding the extension activities are planned at various levels. Broad areas of extension activities are planned during the Staff Meetings. After this, meetings of the staff and students of individual departments, various clubs, NSS units etc. discuss and chalk out detailed action plans for the whole year.

Sl No	Activity	Amount allocated (Rs.)	Impact on the students
1.	Community development programmes: "Consumer day celebrations" Safe and healthy food-combating adulteration"	59,610	Students become socially responsible and take part with commitment in all programmes.
2.	Gender Sensitized activities	Sponsored by NGOs	A community of empowered young women is created who are aware of their rights and are able to fight against social evils, injustice, inequality etc. They are equipped with skills for becoming self-reliant.
3.	Care for under-privileged (Funds are raised by the Entrepreneur club by organizing sale-cum-exhibits of handicrafts)	55,000	Sensitization to the challenges faced by the less privileged communities and they volunteer to serve the blind, physically and mentally challenged, people in the mental health centers, old age homes, slum areas and orphanages.
4.	Health Care programs	Sponsored by Lion's club & Partha dental.	Students become aware of natural health care, nutrition, life style diseases etc. and they provide awareness-training to the community in these areas.
5.	Activities for Protection of Environment	Departmental funds	Students become sensitized on the environmental hazards created by human activities and readily get involved in remedial measures to fight environmental degradation. They plan and execute activities for environmental protection

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

➢ New students and faculty are given an orientation during which they are introduced to all the extension activities and encouraged to get involved in the social commitment activities of the college. The students are urged to join the NSS, NCC and YRC units. The units are engaged in various activities and the college recognizes the outstanding services of the NCC Cadets and NSS volunteers, with the award of prizes and merit certificates every year. Faculty members are appointed as coordinators of the NSS units. A trained NCC officer guides the NCC Cadets. Dr. Anita Reddy, Principal, has been appointed as member of the Selection Committee for NCC officers.

➢ The NSS unit of the college has a membership of around 100 volunteers each year. Residential Camps, Seminars, Leadership Training Programmes, Peace Marches, Medical and Blood Donation Camps and Environment Protection Initiatives are some of the regular activities. The training that the volunteers undergo helps them in their pursuit of higher studies and careers.

➢ The NCC cadets of the college have excelled in various activities like Republic Day Parade, training in Shooting, Yoga, Self Defense techniques etc. Two of our cadets were selected to participate in the prestigious RD Parade on Rajpath, New Delhi. (1 for March-past and 1 performed in the Telangana Tableau). NCC cadets attend all India Thal Sainik camps. Cadets participated in Datri blood stem cell donors registry programme and 93 students registered as stem cell donors. NCC cadets have also joined as Commissioned Officers of the Armed Forces.

➢ The cadets and volunteers engage in extension activities also. The college arranges special classes for the cadets and volunteers who miss classes due to participation in various activities.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

The staff and students are sensitized on the problems faced by the under privileged sections. Socio-Economic surveys are conducted by the faculty.

Survey

➢ Dr.A.Anita Reddy: "School going patterns in lower income groups of Mastannagar- A Longitudinal Study", (2010-16).

Research

➢ Dr.Uma Chitra: "Dietary patterns, food neophobia and nutritional status of adolescent girls and young women-A case study", (2011-

> 13, minor research project funded by the institution and Kansas State University, USA).

➢ Dr. A. Lalitha Devi: Awareness of our culture in youth and its relevance for a quality life and learning potentials-A statistical study", (2014-16, minor research project funded by UGC).

Extension Work

➢ Training Special Children for Summer Olympics and organizing Unified Games for special children.

➢ Awareness campaigns for child rights protection and AIDS.

➢ Organizing self defense programmes.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

True to its vision, the college has adopted a curriculum that integrates outreach programmes with academics. Students' academic learning experience is well complemented and their value-system and professional skills groomed to a great extent by their participation in the extension activities. The values and skills inculcated in students' learning experience are as follows:

➢ Values Inculcated:

- Accepting the dignity and worth of an individual

- Objectivity in assessing and understanding social realities

- Preferential option for the poor and marginalized

- Empathetic approach towards vulnerable groups

- Self-discipline and accountability

➢ Skills Inculcated:

• Communication	• Resource mobilization
• Presentation	• Networking
• Observation	• Reporting
• Analytical Thinking	• Controlling
• Problem-solving	• Directing
• Leadership	• Monitoring
• Organizing	• Evaluation
• Social Analysis	• Designing

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The college links up with local residents, NGOs and other organizations for community development activities. The institution

ensures the involvement of the community in its outreach activities and various strategies to contribute to the development of the community.

The details of the initiatives are:

➢ The Department of Zoology, in association with Lion's Club, Doctor C and Partha Dental clinic, organized medical camps, for local residents, including those from slum areas.

➢ The Department of Clinical Nutrition and dietetics organized an awareness programme on "Healthy breakfast patterns" for nearby school children.

➢ Students conducted English classes in nearby schools.

The various supportive participations are:

➢ Attendance of the community members,

➢ Free access to the resources available in the community.

➢ Complete involvement in organizing the programmes.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The college organizes various interface programmes with the agencies and addresses the academic and career concerns. The college also provides infrastructure and other facilities for the functions organized by other association and agencies.

The following are a few of the neighbouring institutions with which the institution is engaged in constructive partnership for working on various outreach and extension activities:

➢ St.Joseph's Secondary School, St.Mark's School Public school, Govt school GPS, Marredpally: Students visit these institutions on a regular basis to assess nutritional status and impart nutrition education to school children.

➢ ICDS Project Centre, Secunderabad: The Dept of Nutrition associates with the centre for distributing low cost nutrition snacks prepared by the students.

➢ Asmitha Resource Centre for Women, Marredpally.

➢ Lion's Club, Secunderabad: The Dept of Zoology associates with Lion's club to conduct health camps for the nearby residential colonies and slum areas.

➢ Special Olympics Bharath-SOB, Hyderabad

➢ National Institute for Mentally Handicapped, Hyderabad.

➢ MV Foundation Hyderabad: NSS volunteers organize and participate in gender sensitization activities by conducting awareness programmes and street plays.

➢ Historical Society of Hyderabad (HSH), Hyderabad: The Dept of History associates with the society to support and participate in

awareness programmes on preservation and conservation of heritage structures.

➤ INTACH-Indian National Trust for Art and Cultural History

➤ SHE Team, Dept of Police, Govt of Telangana, Hyderabad- The institution facilitates SHE team in launching their new Government initiatives, new Apps for women's safety and promotion of SHE team activities.

➤ STAR (NGO), Hyderabad: NSS team supports and participates in education programmes to promote organic farming and various farming techniques for farmers in the fields near Ramoji Film City, Hyderabad.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

➤ NCC Cadets K.Shirisha and Sai Harshitha got selected to attend the Republic Day Parade at New Delhi in 2014-15.

➤ NSS Unit adjudged the best contingent at Special Olympics Bharat –preparatory camp for summer games for Special Children, for the assistance in training at Gachibowli (2015-16).

➤ NCC Cadets received a gold medal for "Health & Hygiene" programme conducted at All India Thal Sainik Camp, Delhi (2016-17).

➤ Capt. D.Jayasudha, NCC Officer: Awarded "Mahilashiromani Award" by Telangana Citizen Council for Women, for her excellence in social service (2016-17).

➤ Capt. D.Jayasudha, NCC Officer: Awarded "Best Social Service Award" by Peace Foundation, for her excellence in social service (2016-17).

3.7   Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

Linkages have been established for resource personnel, for imparting training to students, sharing of resources and placements etc., with the following institutions:

International:

Department of Human Nutrition-College of Ecology, Kansas State University, USA.

National

a. **Research / Scientific / Educational organizations**

CCMB, NIN, IICT, ICAR, IISC, NCBS, EFLU, BITS-H, OU, HCU, HSH, PRSI, IGMPI, IDA, St. Mary's College, AG biotech foundation, ISI.

b. **Industries**

Biozeen-Bangalore, IGP-Rajasthan, Indigenes Biotachnologicals, Nitza Biologicals, Bharath Biotech, Biological E Ltd, Shantha Biotech, Hetero Pharma, NESTLE, Kellogs, Bioserve, Kohinoor Hatcheries, WIPRO, Genpact, NOVARTIS, Sigma-India.org etc.

The institution has benefited from these collaborations on various fronts:

(a) Curriculum development - The links with institutions of higher learning have led to upgrading the knowledge of faculty and students in modern techniques, in various disciplines.

(b) Internship - The students receive quality exposure, as well as awareness on the available job opportunities.

(c) On-the-job training – Kohinoor Hatcheries facilitated on-the-job-training for students.

(d) Faculty exchange with the neighbouring colleges and University.

(e) Research- Links with research institutions provide opportunities to have hands-on exposure to latest developments and prospects of research in their discipline.

(f) Consultancy-The expertise of the faculty in various specializations is recognized.

(g) Extension-HSH, Kellogs, IDA, Nestle, PRSI, extends support for extension activities

(h) Publication – Faculty gets more opportunities to publish their findings and articles.

(i) Student Placement- WIPRO, Genpact etc. help in student placements.

3.7.2 **Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.**

➢ The Department of Biotechnology has signed an MoU with Nitza Biologicals Ltd, Hyderabad for conducting hands-on training, seminars, for faculty and students, and research assistance and sharing research facilities at Nitza.

Contribution: Nitza Biologicals helped in standardizing protocols like Column chromatography, Enzyme kinetics, organized two workshops and facilitated research facilities like coldcentrifuge.

➢ On behalf of the department of Clinical Nutrition and Dietetics, the Institution has signed an MoU with the College of Human Ecology, Kansas State University, for conducting collaborative research, faculty exchange, resource persons for seminars/conferences/, publications and student exchange.

Contribution: Department of Human Nutrition, College of Human Ecology, Kasnas State University, USA, extended financial support ($1060) to conduct International research project on "Dietary patterns, food neophobia and nutritional status of adolescent girls and young women-A case study". Dr. Uma Chitra, Dept of CND, was invited as a Visiting Faculty. The agreement also facilitated publications in journals and seminar proceedings.

➢ Department of Biotechnology has signed an MoU with Industrial Guar Products Ltd, Neemrana, Rajasthan, for knowledge-sharing, assistance in research studies, designing of fermentation process flow, QC analysis of the product, and bilateral consultancy.

Contribution: IGP has sponsored three projects with a financial aid of Rs 60,000 and Rs 7000 for organizing a National Seminar. IGP also assisted in designing the experiments, defining the process flow and QC analysis of Crude DEXTRAN.

➢ The institution has signed MoU with :

--Disha Consultancy & Training, Bangalore for conducting add-on-courses,
--Darshika Counseling Services for conducting student counseling sessions for students on a fortnightly basis.

➢ The Department of Commerce has signed MoU with-

--NEN for developing entrepreneur skills and building network with NEN leaders,
--Institute of Cost & Management Accounting (ICMA) for student exchange and facilitate on campus coaching classes for higher education in commerce.

➢ The Department of English has entered into an MoU with the Department of English, St. Mary's College Yousufguda, Hyderabad, for faculty exchange.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

The institution maintains healthy interactions with industry, institutions and community, which contribute to the development of the institution as well as the students.

➢ In collaboration with the Research Institutions, the college has benefitted by way of knowledge upgradation. The research facilities of these institutions aid data analysis for research projects of staff and students.

> ➢ The institution is able to build human resource as well as expertise on account of the collaborations with Nitza Biologicals Ltd.
>
> ➢ The research collaboration with Kansas State University, USA, has been helpful for the publication of papers and for procuring partial support for a research project.
>
> ➢ The Alumni strongly supports the placement services.
>
> ➢ The collaboration with Industrial Guar products, Rajasthan, has financially supported the research projects of the students.
>
> ➢ Some agencies like IDA, Biozeen, Nestle and Kellog have technically and financially supported in organizing seminars.

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

S. No	Title of the event	Eminent Scientist/ Participants	Funding agency and Grant Rs.
1.	A two day national seminar on "Advances in Bioprocess Engineering-Practical approach for Today's Bioprocess challenges" (24th-25th Nov 2016). Organized by Dept. of Biotechnology and Microbiology	1. Prof. S. Ramachandram 2. (Vice-Chancellor, Osmania University, Hyderabad). 3. Dr.D.Bala Subramanian (Director, Research Centre, LV Prasad Eye Institute, Hyderabad). 4. Dr.K.Jaganathan (General manager, Production, Shantha Biotech Ltd, Hyderabad). 5. Dr.K.N.Varalakshmi (Director, PG studies, Head, Dept of Biotechnology, Jain University, Bangalore). 6. Prof P.Sankar Ganesh,(Asso.Prof, Dept of Biotechnology, BITS-H, Hyderabad) 7. Dr.H.Nellaiah (Head, R & D, Biozeen, Bangalore). 8. Dr. Ravi Ganapathy (Asso-Vice-President-Mfg Sciences, Biological e Ltd, Hyderabad) 9. Dr.D.Prasanna Kumar (Deputy manager, Bioprocess division, Bharath Biotech Ltd, Hyderabad.	DBT, Govt. of India. - 50,000 TSCHE-40,000 TSCOST-20,000

S. No	Title of the event	Eminent Scientist/ Participants	Funding agency and Grant Rs.
2	One Day national Seminar on "Financial Literacy- Importance, Initiatives and challenges". (9th Dec 2016) Organized by Dept. of Business Management (PG)	1. Mr.Manas Ranjan Mohanty (General Manager, FIDD, RBI, AP & TS Region). 2. Mr.Sai Prasad, Sr.Manager, SBH, Hyderabad. 3. Mr.Adinarayana Rao (Addnl. Divisional Manager, LIC, Hyderabad) 4. Ms.Bhavana Ravi Kumar (DGM, SEBI). 5. Mr.Rajan (CEO, Stratadigm)	NABARD (for publication of proceeding) - 25000
3.	One Day State level workshop on" Preventing and managing Cardiovascular disease". (19th Dec 2013) Organized by Dept. of Clinical Nutrition and Dietetics	1. Dr. Malathi Sivaramakrishnan (Research Director, College of Home Sciences, Nirmala Niketan, Mumbai). 2. Dr. G.Surya Prakash (Director, CARE Hospitals, Hyderabad) 3. Dr.Manoj Gerela (Consultant Cardiologist, Asian Heart Institute, Mumbai). 4. Dr. Nitin Rao (Pediatric Consultant, STAR Hospitals, Hyderabad) 5. Dr. Nirmala Jesudason (NEC-IDA member and consultant Dietician, Mehta Hospital, Chennai).	UGC - 80000

3.7.5 **How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated-**

Three of the collaborations (Kansas State University, Nitza Biologicals, IGP) have actually resulted in formal MoUs for research and training programs and two (DTC, Biozeen) have resulted in collaboration agreements for conducting Add-on courses and a National Seminar.

a) Curriculum development/enrichment -

- The institution has made an agreement with Disha Training and Consultancy Services, Bangalore, for conducting Add-On courses in Personality Development and Employability Skills.

- Department of Biotechnology has signed an MoU with Nitza Biologicals Ltd, Hyderabad, to facilitate hands-on training in Industrial biotechnology, Immunology and Microbiology.

b) Internship/On-the-job training: We send our students to industrial establishments for organizational study, internships and block placement activities. Most of the students are attached to the managers in the company as part of concurrent fieldwork.

c) Summer placement : NIL

d) Faculty exchange and professional development:

- The Department of Clinical Nutrition and Dietetics has signed an MoU with Kansas State University, USA for faculty and student exchange program and to conduct collaborative research.

- The Department of English has entered into an MoU with the Department of English, St. Mary's College Yousufguda, Hyderabad, for faculty exchange.

e) Research:

- Department of Biotechnology has signed an MoU with Nitza Biologicals Ltd, Hyderabad for research assistance and sharing research facilities at Nitza.

- Collaboration with Industrial Guar Products Ltd, Neemrana, Rajasthan, facilitated knowledge sharing and financial support to conduct faculty and student research projects.

f) Consultancy: Department of Biotechnology has signed an agreement with Industrial Guar Products Ltd, Neemrana, Rajasthan, to offer consultancy service to establish microbiology lab and standardize protocols for microbial quality assessment of finished product-Galactomannan.

g) Extension: Department of Biotechnology established collaboration with Biozeen –Bangalore Biotech Labs Pvt. Ltd., Bangalore. Biozeen facilitated students' visit to their biopilot laboratory, Bangalore and conducted a one day workshop in the "Architecture of Bioprocess Engineering" for our students (2016). They also collaborated to organize a two day National Seminar on "Advances in Bioprocess Engineering-Practical approach for today's Bioprocess Challenges" (24th -25th 2017) and extended technical support in organizing the event.

h) Publication: The MoU with Kansas University, USA, facilitated publication and presentation of research findings in international journals as well as international conferences.

i) Student Placement: NIL

j) Twinning programs: NIL

k) Introduction of new courses: NIL

l) Student exchange: NIL

m) Any other: NIL

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.

Various departments plan their activities at the beginning of the academic year and take necessary steps towards establishing linkages with other institutions. These activities are coordinated by the Principal and IQAC. The college extends all assistance to the faculty for research, consultation and collaboration activities. Guidelines exist in specially laid down policies. There is proper documentation of all the processes and every activity is transparent.

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

➢ Begun as an institution offering value-based education to young women, the college has evolved into a major centre for women's higher education, offering skill-based education and facilities for research in many departments.

➢ The college actively collaborates with a large number of research centers, academic institutions and industries through linkages as well as research collaborations.

➢ The curriculum of the college extends beyond the classroom, helping the society at various levels.

<p align="center">**Criterion IV: Infrastructure and Learning Resources**</p>

4.1   Physical Facilities

4.1.1   What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The institution is located on a campus of 3.85 acres. There are fifty-one class rooms, two seminar halls and one auditorium, subject-wise laboratories, libraries, and digital class-rooms.

Utmost importance is given for providing, maintaining and enhancing the infrastructure facilities for effective teaching and learning.

4.1.2   Detail the facilities available for

a) **Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.**

Classrooms	51
Technology enabled learning spaces	11
Seminar halls	2
Auditorium	1
Tutorial spaces	Class rooms are also used for tutorial purposes
Laboratories	11
Botanical garden	2

b) **Extra–curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**

The college has well-maintained playgrounds and well-equipped Sports Department to facilitate both outdoor and indoor games:

Outdoor Games: Athletics, Kabaddi, Volleyball, Throwball, Softball, Badminton, Cricket, Handball, Basketball, Tennikoit, Kho-Kho.

Indoor Games: Table Tennis, Chess, Yoga, Carroms, Judo.

Gymnasium equipment: Twelve Station fitness centre, dumb-bells, Cross trainer, Cycles, Medicine balls, Tread-mills, Twister.

NSS: One unit with 100 volunteers who participate in events and also in many other social service activities.

NCC: One unit (Army wing) with 200 cadets who actively participate in National Camps, parades at State and National levels during important national celebrations, like Republic Day and Independence Day.

Cultural Activities: The College has a Cultural Club which takes care of inter-collegiate and intra-collegiate events. Our students actively participate in cultural events at regional, national and international levels. One of our NCC cadets who participated in Republic Day Parade was selected to represent India in a cultural event in Russia.

The Literary Club and the Social Sciences Club train students for Public Speaking.

Yoga training sessions and Communication skills are included in the Personality Development course for students.

4.1.3 **How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any). Refer Annexure V**

In order to keep pace with its growth, the institution develops and maintains infrastructure with funds provided by our parent body and UGC. We get development funds from our parent body every year depending on our requirement.

The college has a campus of 3.85 acres which accommodates separate buildings for UG and PG courses and a hostel block, open play grounds and greenery. The details of the infrastructure are as follows:

➢ Adequately furnished classrooms on the basis of strength of students.
➢ Well equipped laboratories and library, sports and audio-visual facilities which are used optimally.
➢ Staff rooms equipped with basic amenities as well as computers with internet access.
➢ Training facilities available for sports, Self Defense, NCC, NSS, cultural activities and other events.
➢ The Department of Physical Education has adequate facilities for indoor and outdoor games and a well- equipped gymnasium.

Expenditure incurred for construction and maintenance of infrastructure during the last four years

Year	Facility	Amount (Rs.)	Source
2012-13	Construction of Hostel Block	1,98,96,967	UGC & Development funds
	Construction of Toilets	1,55,000	Development funds
	Construction of Lift Room	3,06,615	
	Construction of Generator Room	1,11,000	
	Construction of CC Road near Canteen	3,12,350	
	Misc. Civil Works	1,36,429	
2013-14	Construction of Hostel Block	96,25,360	UGC & Development funds
	Construction of Toilets	2,00,200	Development funds
	Conversion of Green Room	2,40,508	
2014-15	Construction of Comp Wall	3,43,490	Development funds
	Construction of Hostel Building	7,41,052	
	Construction of Water Treatment Plan	1,37,978	
2015-16	Building Maintenance (Computer Lab Flooring)	1,38,040	Development funds
	Purchase of Lift	5,98,500	

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

Special care is taken for physically disabled students by providing class rooms on the ground floor, and the use of wheel chair and elevators. Special software like JAWS (Job Access with Speech) is installed for visually impaired students.

4.1.5 Give details on the residential facility and various provisions available within them:

– **Hostel Facility – Accommodation available**
– **Recreational facilities, gymnasium, yoga center, etc.**
– **Computer facility including access to internet in hostel**
– **Facilities for medical emergencies**

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- Library facility in the hostels
- Internet and Wi-Fi facility
- Recreational facility-common room with audio-visual equipments
- Available residential facility for the staff and occupancy
- Constant supply of safe drinking water
- Security

The construction of the Women's Hostel Building is completed but furnishing work is in progress. Once the Hostel starts functioning, provision will be made for all the above facilities.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?
- First-aid facility is provided on campus
- Doctor on call from Lion's Patny Hospital
- ESI facility is provided for staff

4.1.7 Give details of the Common Facilities available on the campus – spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

The IQAC unit was established in 2006. Members of the IQAC constantly work towards enhancement and enrichment of all aspects of the institution.

The Grievance Redressal unit comprises the Principal, Vice Principal, IQAC Coordinator and senior staff members. They take note of the problems faced by students and redress their issues, as and when required.

Placement Unit caters to student-recruitment into reputed companies. It also conducts various workshops to equip and train students in Employability Skills.

Health Centre First-aid facility is provided on the campus. The institution has a tie-up with Lion's Patny Hospital for emergency medical treatment. Facilities like wheel chair, stretcher and First Aid Kits are available on the campus.

Canteen A well-maintained canteen with hygienic, nutritious food caters to the needs of the students and staff. Junk food and aerated drinks are strictly prohibited.

Recreational spaces for staff and students Open spaces with abundant greenery and comfortable garden benches are provided. A student lounge with ample seating is also available. Staff and students are permitted to use the gymnasium.

Safe drinking water facility A mineral water plant is installed in the College to provide safe drinking water. The water purifying plant was sponsored by our bankers – Canara Bank.

Auditorium A decently furnished auditorium with a seating capacity of 500.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

The Library has an Advisory Committee comprising the Principal, Vice-Principal, IQAC Coordinator, Librarian and one member of the teaching staff and a student from each faculty: Arts, Science and Commerce.

Library Advisory Committee meets at the beginning of the year to plan the annual budget that is allocated for the library. Various aspects such as budget-allocation, book-selection procedures, approval of books, purchase procedure of books and other developmental activities in the library are discussed.

4.2.2 Provide details of the following:
Total area of the library (in Sq. Mts.)

8,088 Sft. (752.184 sq. mts)

UG + PG = 8712 sq. ft (810.216 sq. mt)

Total seating capacity   :   150

Working hours (on working days, on holidays, before examination days, during examination days, during vacation)

On working days	9.15 am – 5.00 pm
On holidays	On request
Before examination days	9.00 am – 5.00 pm
During examination days	9.30 am – 4.00 pm
During vacation	10.00 am – 3.00 pm

Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

The Library provides

➢ individual reading carrels
➢ lounge area for browsing and relaxed reading – reference/periodical section
➢ IT Zone for accessing e-resources – Information Resource Centre
➢ CCTV surveillance
➢ Fire Extinguisher

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Based on the requisition given by the lecturers, books and journals are procured within the allocated budget. Periodicals, Directories and Publishers' Catalogues are used for procurement of books. A

readership survey is conducted to identify the books which are frequently referred to, for deciding the number of copies to be purchased.

The Library is a member of DELNET (Developing Library Network) and NLIST (National Library and Information Services Infrastructure for Scholarly Content), NDL (National Digital Library). These comprise the main sources of on-line resources (e-books and e-journals). CAS (Current Awareness Service) is provided to ensure the use of current titles by circulating the contents' page of the new journals.

The library also stocks sets of University examination question papers of past exams. User orientation is given to the newly admitted students when they join the college. The e-Reference Collection of the library is communicated by organizing General and Thematic Book Exhibitions. Important news-paper clippings are displayed on a regular basis along with the new arrival books.

Year-wise expenditure on books and journal

Library holdings	2012-13		2013-14		2014-15		2015-16	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	562	2,08,958	20	3,336	646	1,97,802	208	85,060
Reference Books	140	52,239	05	833	161	49,450	52	21,264
Journals/ Periodicals	77	73,628	78	84,888	77	74,779	73	80,096
e-resources	54,628 e-books 3,936 e-journals		60,241 e-books 4,332 e-journals		80,409 e-books 5,902 e-journals		1,38,521 e-books 6,328 e-journals	
Any other (specify)	350 CD's and DVD's							

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

OPAC

➢ Two systems with OPAC (Online Public Access catalogue) are provided for staff and students.

Electronic Resource Management package for e-journals

Federated searching tools to search articles in multiple databases

Library Website

In-house/remote access to e-publications

➢ Through NLIST (National Library and Information Services Infrastructure for Scholarly content)

Library automation

NewGenLib Software is used for Library Circulation details (Check-in /Check-out); Technical Processing of Books, Barcode facility etc.

Total number of computers for public access   - 12

Total numbers of printers for public access   - 02

Internet band width/ speed - 100 MBPS

Institutional Repository - Back volumes of journals

Content management system for e-learning- Nil

Participation in Resource sharing networks/consortia (like Inflibnet)- DELNET, INFLIBNET - NLIST, NDL

4.2.5 Provide details on the following items:

➢ **Average number of walk-ins**   : 250 per day
➢ **Average number of books issued/returned**: 100-150 Books/day
➢ **Ratio of library books to students enrolled**: 15:1
➢ **Average number of books added during last three years**: 1,092
➢ **Average number of logins to OPAC**: 250 per month
➢ **Average number of logins to e-resources**: 100 per month
➢ **Average number of e-resources downloaded/printed**: 80 per month
➢ **Number of information literacy trainings organized:**
Yearly orientation programmes are organized for the newly admitted students section-wise, Library week is celebrated, and a Book Exhibition is held annually, during the Library week.
➢ **Details of "weeding out" of books and other materials**: News papers and magazines are weeded out on a regular basis.

4.2.6   Give details of the specialized services provided by the library

- ➢ **Manuscripts   :**   2 Volumes
- ➢ **Reference   :**   6,660 Books
- ➢ **Reprography   :**   One machine available
- ➢ **ILL (Inter Library Loan Service)** DELNET, Osmania University Library
- ➢ **Information deployment and notification (Information**
- ➢ **Deployment and Notification):** OPAC
- ➢ **Download :** Access is provided
- ➢ **Printing   :** Facility is provided
- ➢ **Reading list/ Bibliography compilation --**
- ➢ **In-house/remote access to e-resources** – NLIST, NDL
- ➢ **User Orientation and awareness** – Provided
- ➢ **Assistance in searching Databases** – DELNET/NLIST
- ➢ **INFLIBNET/IUC facilities:** NDL/NLIST/DELNET services such as ILL, Literature search, Database search.

4.2.7   Enumerate on the support provided by the Library staff to the students and teachers of the college.

User Orientation program is conducted in the form of a Library-tour and lecture method for new users. Book Jackets and list of New Arrivals are displayed on the library notice board and Book Exhibitions are organized on important and special days to create an awareness of the collection in the library. Assistance for searching e-resources, newspaper clippings for career improvement and student's projects are provided.

4.2.8   What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

Wheel Chair, Elevator, Comfortable seating arrangement, Special Attention provided

4.2.9   Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

Library collects feedback from users through Questionnaires and a Suggestion Box.   Analysis is made and required changes are implemented for further improvement in the facilities such as books/journals/ internet access etc.

4.3   IT Infrastructure

4.3.1.   Give details on the computing facility available (hardware and software) at the institution.

- ➢ **Number of computers with Configuration (provide actual number with exact configuration of each available system)**

    Total Number of Computers: 330 for UG course, PG course, Office, Departments, Internet Resource Center for UG and PG Library

Number of Printers: 30

Number of BSNL Broadband Internet Connections: 15 with 2MBPS Speed and 1 Beam Internet Connection with 100 MBPS speed exclusively for the placements.

Computer Labs and Office are connected with UPS facility

- ➢ **Computer-student ratio** : 1:1 for B.Sc ; 1: for B.Com
- ➢ **Stand alone facility** : 6 Labs
- ➢ **LAN facility** : 3 Labs and 1 Office
- ➢ **Wifi facility** : Available – 100 MBPS
- ➢ **Licensed software** : Available
- ➢ **Number of nodes/ computers with Internet facility** : 45
- ➢ **Any other --**

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

- ➢ Computer with Internet access is provided for all the departments of the staff.
- ➢ Internet Resource Centre is provided in the library for students and faculty
- ➢ A Computer Lab with internet facility is provided for computer classes, students' project work and placements.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The college deploys a buy-back policy for upgrading computers and associated facilities.

A Systems Administrator administrates and manages the IT infrastructure.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

Year	Purchase of Computer	AMC	Printers
2012-13	1412500.00	96000.00	--
2013-14	--	173650.00	--
2014-15	1689100.00	203650.00	16500.00
2015-16	59400.00	101098.00	11500.00

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

The college has e-classrooms to facilitate computer-aided teaching.

The college provides LCD projectors, software and internet facility for effective teaching and learning.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching).

Learning resources, independent learning, ICT-enabled classrooms/learning spaces etc. are provided by the institution. Faculty act as facilitators for the interactive learning in the student-centric learning process.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

The institution avails connectivity through NDL/NLIST /DELNET services such as ILL, Literature search and Database search. Students also have an access to the Open Access Database provided by IIT Kharagpur, which is started on a pilot basis.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

Keeping in view our long term plan, we ensure that sufficient budget is allocated for construction and the maintenance of the existing infrastructure for effective operations in the college.

Statement of Budget allocated from year 2012 to 2016

		2012-13	2013-14	2014-15	2015-16
a.	Building	77,05,190	50,00,000	23,00,000	25,00,000
b.	Furniture	75,000		1,50,000	4,00,000
c.	Equipment	16,87,500	6,62,609	18,91,860	1,50,000
d.	Computers	13,50,000	2,00,000	19,76,900	3,00,000
e.	Vehicles	--	--	--	--
f.	Any other	--	--	--	--

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

For the maintenance and upkeep of the infrastructure, facilities and equipment, the college has appointed a Caretaker, in-house electrician and a Technician, who are employed by the parent body.

Job descriptions are clearly defined to ensure accountability.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

An Annual Maintenance Contract exists for Reprography.

Equipment/Instruments are serviced on a regular basis by technicians who are called whenever required.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

There are five water harvesting pits in different locations in the college which ensures sufficient ground water supply to the bore wells. In addition the Municipal water is also available which facilitates continuous water supply.

The college is equipped with UPS wherever required, to ensure an uninterrupted supply of electricity. In-house electricians and caretakers are accountable for maintaining these sensitive equipment.

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

Our strength is good infrastructure as our parent body never compromises on the infrastructure quality. Establishment of Kasturba Integrated Research Center is a good source of learning for faculty and students who involve themselves in projects. This enabled staff and students to present research papers in seminars and conferences where they won best presentation awards.

Criterion V: Student Support and Progression

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, the institution publishes its updated prospectus every year. The prospectus provides the following information:

➢ The profile of the college, the sponsors and salient features.
➢ The courses offered in Commerce, Sciences & Arts streams, and Second Languages and Post Graduate courses.
➢ Details of the admission procedure and attendance requirements.
➢ The infrastructure facilities available for the students like laboratories, library and sports facilities.
➢ Rules and regulations of the College.
➢ Add-on Courses and coaching classes.
➢ Co-curricular and extracurricular activities and Clubs on campus.
➢ NCC & NSS Units.
➢ Achievements.
➢ Information about Kasturba Integrated Research Center.
➢ Placement Cell

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

The college provides financial aid to deserving students through scholarships instituted by the Government and donors. There is also a students' aid fund called CARE Group. The details are as given below:

Statement showing details of students funding from various sources for the academic years 2012-2016

Year	2012-2013	2013-2014	2014-2015	2015-2016
Govt. Scholarships	1483700	2287505	1347125	968875
Trust	131316	165830	82890	141190
Donors		32610	50000	46000
Care Group	70000	67000	72000	112000
Sports fee Concession	92103	82913	88575	92515
Foreign Students	122575	82500	51000	
TOTAL	1899694	2718358	1691590	1360580
Disbursed	1899694	2718358	1691590	1360580

*Amounts are in Rupees

5.1.3 **What percentage of students receive financial assistance from state government, central government and other national agencies?**

The students belonging to SC, ST, BC, Economically Backward and Minority categories are eligible to apply for State Government scholarships. The list of eligible students is then sent to the concerned Government departments and the scholarships are sanctioned.

Details of students who received Government scholarships over the last four years

Year	Strength	No of students who received scholarships	Percentage
2012-13	2004	820	40.91
2013-14	2245	931	41.46
2014-15	2370	790	33.30
2015-16	2495	927	37.15

5.1.4 **What are the specific support services/facilities available for**

Students from SC/ST, OBC and economically weaker sections

➢ Seats are available under the quota reserved for these categories. Various Government scholarships are also provided for these students and information about these schemes is displayed on the notice boards to create awareness. They have equal access to all support services and facilities in the college.

Students with physical disabilities

➢ Physically challenged students are given priority in terms of classroom location and seating arrangements. Extra care is taken to ensure that they are comfortable in the classrooms. Extra coaching is provided if needed and they are encouraged to participate in all activities of the college.

➢ JAWS (Job Access With Speech), which is a special software for visually impaired persons, is installed.

Overseas students

➢ Care is taken to ensure that students from abroad are properly inducted into the institution. Effort is made to make them comfortable in adapting to the culture in the college.

Students to participate in various competitions/National and International

➢ Students are encouraged to participate in various curricular, co-curricular and extracurricular activities. The requisite facilities are provided for these students. The members of the Cultural Club identify talented students and help hone their skills. They are helped with extra classes in academics that they miss for attending these events.

Medical assistance to students: health centre, health insurance etc.

➢ The College has a tie up with Lion's Hospital located close to the college for providing medical assistance whenever needed. In case of medical emergencies, the students are taken to Geetha Nursing Home which is adjacent to the college. First aid boxes are available

in the college.

Organizing coaching classes for competitive exams

➢ Coaching is available in the college for Bank and other competitive exams. ICMA conducts classes for the Foundation Course for Cost and Management Accounting.
➢ Faculty members of the Commerce department coach students for CPT (Common Proficiency Test) course.

Skill development (spoken English, computer literacy, etc.,) –

➢ Spoken English classes are available for students after class hours. A Resource Person has been appointed for tutorials in Spoken English and English Language Lab is used for training in language skills.
➢ Several Add-on courses are also provided for skill development as outlined below:
- Add on courses for First year students – Conducted by External Resource Persons
  - Personality Development
  - Communication Skills
  - Yoga and meditation
- Second year students
  - Flash course (Basics of Animation)
  - Biostatistics course (Practical statistical analysis)
- Third Year students
  - Employability Advantage - DISHA Training and consultancy services
- Students who excelled in Competitive exams
  - Ms. Gayathri (B.Sc Biotech) secured first rank in PGCET exam conducted by Osmania University; All India rank 641 in JAM IIT 2016 and Rank 241 in All India exam for Fellowship at PG Level conducted by ICAR, 220 rank in All India Level JNU Examination.
  - Ms. Aman Preet Kaur (B.Sc Bt.M.C) secured Rank 329 in JAM IIT- 2016 (Joint admission test to Master of Science at IITs, Indian Institute of Science and other institutes) and Rank 89 in OU-PGCET-2016 (Life Sciences).
  - Ms. Kiran Agarwal (B.Sc MBC) secured 16th rank in PGCET entrance exam conducted by Osmania University in 2015.

Support for "slow learners"

➢ The Faculty members of each department identify slow learners by conducting periodic tests. These students are given special attention and remedial classes are conducted for them. They are also advised to enroll in Spoken English classes.

Exposures of students to other institution of higher learning/ corporate/business house etc.

➢ The students of various departments are taken on field trips to organizations pertaining to their subjects. The visits organized over

the last four years are as mentioned below:

S. No	Department	Year	Place Visited
1.	Zoology	2012-13	ICRISAT , Hyderabad
		2013-14	Fish & Fisheries Dept. , Medak
		2014-15	Mrigavani National Deer Park, Chilkur, Hyderabad
2.	Microbiology	2012-13	AP Diary Farm, Lalapet, Secunderabad
		2014-15	Off Campus interaction of students with CCMB Director.
3.	Bio-Technology	2015-16	NCBS, IISC
			Science & Technology Museum
			Biozeen, Bangalore
4	Botany	2012-13	ICRISAT, Hyderabad
		2013-14	Botanical Garden , Madhapur, Hyderabad
		2014-15	Mrigavani National Deer Park, Chilkur, Hyderabad
5	Clinical Nutrition and Dietetics	2012-13	Apollo Hospitals
			Vanitha MahaVidyalaya College for Women
		2013-14	Yashoda Hospital, Secunderabad
			St.Ann's College for Women, Mehdipatnam, Hyderabad
			Asian Institute of Gastroenterology, Hyderabad.
			Bambino Agro Industries, Hyderabad
		2014-15	National Institute of Nutrition, Hyderabad
		2014-2017	ICDS Project Center, Secunderabad
		2016-2017	CARE Hospital, Nampally, Hyderabad
6	Physics & Electronics	2013-14	TIFR, Hyderabad
		2014-15	Open Day in NGRI, Hyderabad
7	Commerce	2015-16	Zinda Tilismath and PARLE-G Factory

Student's participation in seminars, exhibitions and workshops:

Year	Department	Details of Exhibition/ Workshop	Place held	Prizes won
2012-13	Physics/ Electronics	Workshop – The real time applications of electronics	Kasturba Gandhi College for Women (KGCW)	
		Science Exhibition	KGCW	
	Biotechnology	Poster presentation at "Biotechnology Vision 2020".	Loyola Degree College, Secunderabad	I Prize
2013-14	Clinical Nutrition and Dietetics	UGC sponsored state level workshop on Preventing & Managing Cardiovascular Disease - Poster Contest	KGCW	I & III prize
	Chemistry	'SADISHA' a 2 day Science Exhibition	S.N. Vanitha Maha Vidyalaya College for women, Hyderabad	
		Quiz Competition	St. Ann's College for Women, Hyderabad	III Prize
		Inter Collegiate Competition	Bhavan's Vivekananda College, Secunderabad	I prize
	Physics/ Electronics	Science exhibition – Security systems	S.N. Vanitha Maha Vidyalaya College for women, Hyderabad	II prize
	Botany	Science Exhibition – Demonstrated an experiment on Isolation of DNA from Banana Fruit	S.N. Vanitha Maha Vidyalaya College for women, Hyderabad	

	Zoology	**Science Exhibition**	**S.N. Vanitha Maha Vidyalaya College for women, Hyderabad**	
	Microbiology	**Poster presentation on Bifidobacterium**	**St. Anns Degree & P.G. College, Hyderabad**	
		Shadow Act on Virus Reproduction	**KGCW**	**I prize**
		Exhibition – Awareness on TB	**KGCW**	
	Biotechnology	**Workshop on "Molecular cloning and Bioinformatics".**	**KGCW**	
	Statistics	**Exhibition on Poster Presentation**	**St. Ann's Mehdipatnam**	**I prize**
2014- 15	**Physics/ Electronics**	**Science Exhibition**	**KGCW**	
		Science Exhibition	**R.B.V.R.R Women's College, Hyderabad**	**I prize**
	Botany	**Workshop on "Herbarium Techniques"**	**St. Pious Degree & PG college, Hyderabad**	
		Presentation on Bonsai Cultivation and Drug Adulteration	**KGCW**	
	Microbiology	**Skit on Probiotics**	**KGCW**	
	Biotechnology	**Workshop on "Hands on training in Enzymology and its impact on the industrial production."**	**KGCW**	

	Computer Science	**Workshop on "Robotics-PSYBIOTICS"**	**KGCW**	
	English	**Workshop on "Write it Right" by Indian Institute of Journalism and Management**	**KGCW**	
		Workshop on " How a multimedia approach can make a story better"	**KGCW**	
2015-16	**Commerce**	**Kick starting the entrepreneurial Campus (workshop)** **EFFECTIVE BUSINESS PLAN PRESENTATION (Workshop)** **Women & Law (workshop)**	**Vasavi Engineering College , Hyderabad** **KGCW** **Dr. Radhika Meenakshi** **KGCW** **Ms. Sujana Prabha**	
	Physics/ Electronics	**Poster presentation**	**Aurora College, Hyderabad**	**First Prize**
		Poster Presentation	**KGCW**	
	Botany	**Oral Presentation on Culturing of Algae**	**A.V College, Hyderabad**	**I prize**
		Presentation on Medicinal Plants	**KGCW**	
	Microbiology	**Poster presentation - Impact of Scientific Advances on society**	**St. Pious X Degree and P.G college for Women, Nacharam, Hyderabad**	
		Rangoli Competition on various microorganisms	**KGCW**	**I & II prize**

		causing diseases in humans		
		Presentation on Isolation, Identification and Characterization of coliform bacteria from Pushkaram Water	**KGCW**	**I prize**
	Statistics	**Exhibition on Agriculture and Farmers Welfare, Big Data Analytics and Certification of Standardization**	**KGCW**	
	Biotechnology	**Poster presentation at "SUDHEE-2015-A national Level Technical symposium**	**Chaitanya Bharati Institute of Technology, Hyderabad**	**Second prize**
		Workshop on "Architecture of Bioprocess Engineering"	**Biozeen, Bangalore**	
		Indo-German workshop on "Biochemical and molecular analysis of medicinal plants of India as a source of life saving drugs"	**Indian Institute of Chemical Technology, Hyderabad**	
	Chemistry	**Seminar on "Current trends and prospects at interface of chemistry and botany"**	**AV College, Hyderabad**	**I Prize (Paper presentation)**
2016-17	**Microbiology**	**Oral and Poster Presentation – A two day National Seminar on Advances in Bio Process Engineering sponsored by DBT**	**KGCW**	**Two first prizes**
	Biotechnology	**Workshop on "Nanotechnology"** **Poster presentation at "National seminar on Advances in Bioprocess Engineering".**	**Royal Life Sciences, Hyderabad** **KGCW**	**First prize**

Publication of student magazines

➢ Students are encouraged to write articles for Proceedings released when National/State level seminars and workshops are conducted.

➢ Students also contribute articles to the College magazine "Aalokana" released annually.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

➢ The Entrepreneur Club was inaugurated on 6th August, 2014. The objective of the club is to instill confidence among students to have their own startups rather than only seeking employment elsewhere. The aim of the club is to enhance entrepreneurial skills in students. To inculcate entrepreneur skills the student members of the club attend a one day Orientation program entitled "Orientation to Entrepreneurship", conducted by NEN (National Entrepreneurial Network).

➢ A workshop on "Business plan presentation" is conducted to help students to prepare their business plans. The Entrepreneur club conducts a 2 day fest called **"Creativity for a Cause"** annually, where students set up stalls and sell handmade articles and eatables that they prepare. They learn the practical aspects of commerce in terms of idea generation, marketing, pricing and promotion etc.

➢ The second year students of the department of Clinical Nutrition and Dietetics complete a course in "Quantity Food Production" during which they are taught to calculate the costing. They prepare and organize a sale of snacks on the campus. They also learn to cater to events like College Day.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

Participation in extracurricular activities is a key tool in personality development.

➢ The clubs in the college are a way of engaging in learning outside the classroom. For students who are interested in learning more about their subject, an academic club can offer mentoring, professional networking and exposure to special events that they do not find in a classroom. Student activities in each club are designed to provide opportunities for students to enhance their academic development. In the process they hone their leadership skills.

➢ With a view to make students of the college 'Industry-Ready' and to help sharpen their ability to communicate, clubs were introduced. With these clubs the environment has evolved into one where the knowledge imparted in the classroom is supplemented by inputs that improve students' creativity and hone their talents.

➢ Students who represent the college at various co-curricular and extracurricular events are guided by the faculty members of the Cultural Club and the Literary Club.

➢ The Cultural Club coordinators identify talented students and encourage these students to participate in intercollegiate competitions.

➢ The faculty members of the Literary Club guide and mentor students to participate at intercollegiate events like Elocution, Essay writing and Debate competitions.

➢ Students can opt for membership in one or more of the following clubs- Bio Club, Literary Club, Green Club (Environment Club), Consumer Club, Entrepreneur Club, SITEMAP Club (Physical Sciences Club), IT Club and Social Sciences Club. Friday afternoons are set aside for Club activity.

➢ Each club conducts its own programs like quiz competition, games, skit, display of models and diets in exhibitions, presentations, debates and topics pertaining to environmental and social issues. When students participate in these club activities they also get prepared for the inter-collegiate, state and national level competitions.

➢ The **NSS Unit and the Environmental club** play a major role in the orientation of the students towards community engagement and social inclusion. The NSS students are involved in various social projects like AIDS awareness, volunteering during emergencies like flood relief and when State Government programs are conducted and the Environmental club involves students in areas relating to environmental issues.

➢ The Youth Red Cross and Red Ribbon club conduct awareness programs in the surrounding slum areas on AIDS, Life-style diseases, Hygiene, Health Care etc.

➢ The college has a vibrant **NCC Unit** which provides a platform for self development and steers the youth towards Nation building. Some of our NCC cadets have been selected for Republic Day parades at State and National level and have represented the College at National and International events.

➢ Sports – The college has been consistently securing the second place in the Inter-Collegiate overall championship among the 400 affiliated colleges of Osmania University. Professional coaches train students in various sports. Prize winners are recognized and felicitated in the college.

Additional academic support, flexibility in examinations

➢ Students participating in extracurricular activities and student members of NCC and NSS are always encouraged. All possible support is provided including flexibility in attendance for classes when representing the college at meets and tournaments. However, as per the norms of Osmania University, there is no scope for rescheduling of University examinations. In-house examinations and class tests are re-conducted for their convenience.

Special dietary requirements, sports uniform and materials

➢ Track suits and sports kits are provided for students participating in sports tournaments at National and State/University level. Fee concession is also provided for students who excel in sports.

➢ Nutritional requirements of sport students and NCC cadets are taken care of. NCC Cadets selected for National level events are provided kits and track suits.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

Some of the faculty members guide the students for such exams when approached. The library is stocked with books prescribed for these exams and the librarian and library staff is very supportive and guide students in the library.

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

Counseling services are part of the faculty's responsibility towards students on the campus. The Principal and senior faculty members assist the students and counsel them when they face academic or personal problems.

Apart from this, trained counselors from "DARSHIKA", a voluntary organization, visit the campus twice a month to provide professional counseling for the students.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

There is a Placement Officer in the college to take care of placements of Under-Graduate and Post Graduate students. The Placement Officer orients the students about various career options available in different sectors and liaisons with recruiting organizations on a regular basis. Students interested in placements have to register and the Placement Officer assists the students in getting suitable placements by organizing campus interviews. The Employability Advantage course helps the students to face interviews confidently, which has resulted in many of our students being recruited by reputed companies. Year wise recruitment details are listed below.

Details of Placement of Undergraduate and PG students

Year	UG		PG	
	No. of registered students	No. of students placed	No. of registered students	No. of students placed
2012-2013	245	87	39	19
2013-2014	200	60	41	25
2014-2015	300	180	60	36
2015-2016	350	210	55	40
2016-2017	280	130 *	25	8 *

* Placements for 2016-2017 are still in progress

➢ DISHA corporate training services also provides career guidance for the students during the Employability Advantage course.

➢ A one-day Career guidance seminar "Exploring Career and Educational Resources in Biological Sciences" was organized for all the students of the Life Science departments on 18th December 2014. Scientists, teaching faculty and entrepreneurs were invited to make presentations and interact with the students to provide insights into the job opportunities available for each course.

➢ Ms. Roshini Krishnamurthy, an alumnus of the college, counseled the students on the prospects of Medical Transcription and Technical writing as career options for B.A students.

➢ Mr. Armaan Farid conducted a workshop on Creative Writing and explained how to make a career out of Short Story writing.

➢ The Public Relation Society of India conducted a workshop on 'Pursuing a Career in Public Relations'.

➢ Sqn. Ldr. Seema Rani Dahiya, also a Kasturba alumnus, spoke about career options in the Armed Forces.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes, the College has a Grievance Redressal Committee, which consists of teachers from different faculties and the Principal.

➢ Students can send suggestions or grievances to the Principal's office by email (kgcwsuggestions@gmail.com). The grievances are addressed immediately.

➢ Additionally, there are three suggestion drop-boxes at convenient locations accessible to all students. Students having grievances regarding any issue in the college, can drop a note in the drop box with detailed explanation of the issue. The drop box is opened once every two months and the grievances are read by the redressal team. The redressal team then addresses the problems and provides the most feasible solution to the students.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

➤ This being a women's college, where 95% of the staff and 100% of the students are women, there have not been any complaints of sexual harassment.

➤ However, the Head of the institution addresses the students and cautions them to approach her or the senior staff if there are any problems pertaining to sexual harassment on the campus. The students are also assured that complete confidentiality will be maintained.

➤ Counselors visit the college every fortnight as an MoU has been signed with DARSHIKA, (a voluntary organization), to provide counseling services.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Yes, the institution has an Anti-Ragging Committee consisting of one lecturer and one student from every faculty (B.Com, B. Sc and B.A).

➤ The Anti-Ragging Committee obtains signed undertakings from all students stating that they will not indulge in ragging on the campus. The parents also give signed statements stating that they will not allow their wards to indulge in ragging. The faculty members also give a signed statement stating that they will prevent ragging from occurring on the campus. The institution is proud to state that no instances of ragging have been reported during the last four years.

➤ An Anti-Ragging Day is observed every year and all the staff and students take an oath during the Assembly.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

Some of the facilities and schemes which are helpful for the progression of students are listed below:

➤ Annual prizes instituted by the College Management and donors for academic excellence and outstanding performance in sports and extracurricular activities

➤ Fee concession for students who excel in sports

Care Group Scholarships

The college has instituted a fund called "Care Group" to which the faculty and students contribute every year. The Management contributes a matching grant annually. The Care group fund is used to sponsor the fees of economically disadvantaged students. The co-coordinators of the Care Group receive applications from students who need financial support. Financial assistance is provided to the deserving applicants.

Details of the Care group fund over the last four years

Care Group Fund details 2012-16		
Year	**No. of Students who received financial support**	**Amount in Rupees**
2012-13	**44**	**1,28500**
2013-14	**54**	**1,10790**
2014-15	**52**	**1,47340**
2015-16	**42**	**1,27,000**

➢ Mahaveer International Educational Trust provides text books for Commerce students at a nominal rate of Rs 20 only.
➢ "Reminiscence", the Alumni Association of the college, also sponsors the fees for students in need of financial aid.
➢ Faculty and their friends also sponsor the fees of students

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

The institution has a registered Alumni Association "REMINISCENCE", with registration no: 1040 of 2008 registered on 16th December 2008.

➢ The association invites alumni who are well placed in established organizations for guest lectures and career guidance programs.
➢ 35 alumni members who are presently working as faculty in the college contribute annually to a Fund which is used to sponsor the tuition fees of students.
➢ Ms. Roshini Krishnamurthy, an alumnus of the college counseled the students on the career options.
➢ Sqn. Ldr. Seema Rani Dahiya, an alumnus, spoke of her journey from this institution to becoming a member of the Indian Air Force.

5.2   Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

From UG to PG: A large number of our students pursue further studies. Since the college offers various programmes, individual departments maintain the details of student progression.

From PG to M. Phil: As M.Phil is no more a requisite for doing Ph.D., students do not opt for this course.

From PG to PhD- 1-5%

Employment: Around 40 - 60% of the undergraduate final year students who registered for placement, get employed through the Placement Cell of the college. Most of our under graduate students opt

for higher studies and therefore do not opt for employment.

50 - 60% of post graduate students who register for placements are recruited through on-campus placement drives conducted by the Placement Cell.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Outstanding academic performance

➢ Ms. Ritu Bhandari of B Com. (General) secured University 1st rank in June 2014

➢ Ms. Uzma Tabassum (B Sc, MZC) secured University 4th rank in June 2014

➢ Ms. M Suvarna Rathnasri (B Sc, MBC) secured University 3rd rank in June 2014

➢ Ms. Taneru Dharani (B Sc, MBC) secured University 6th rank in June 2014

➢ Ms. Jyoti of BA (ESL) secured University 1st rank in June 2014

Program wise pass % for BA 2012-16

Kasturba Gandhi Degree & PG College For Women Result Analysis for B.A 2012-16										
Academic Year	Course	I Year			II Year			III Year		
		Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
2012-13	EPP	22	22	100	13	13	100	19	14	74
	ESL	--	--	--	13	13	100	8	4	50
	HPL	26	22	85	22	22	100	12	7	58
2013-14	EPP	25	25	100	20	20	100	11	8	73
	ESL	24	24	100	--	--	--	17	8	47
	HPL	21	21	100	21	19	90	22	16	72
2014-15	EPP	41	39	95	24	23	96	21	20	95
	ESL	11	11	100	24	22	92	--	--	--
	HPL	17	16	94	20	20	100	19	17	89

Academic Year	Course	I Year			II Year			III Year		
		Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
2015-16	EPP	20	20	100	38	38	100	22	12	54
	ESL	15	15	100	9	9	100	22	19	86
	HPL	24	24	100	14	14	100	18	11	61

Program wise pass % for B.Sc 2012-16

Kasturba Gandhi Degree & PG College For Women Result Analysis for B.Sc 2012-16										
Academic Year	Course	I Year			II Year			III Year		
		Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
2012-13	BZC	37	36	97	31	31	100	6	3	50
	MZC	17	17	100	7	7	100	--	--	--
	MBC	17	17	100	8	7	88	9	5	56
	MSCs	77	74	96	59	59	100	74	50	68
	MPCs	27	27	100	39	39	100	61	21	39
	MECs	25	24	96	30	30	100	--	--	--
	CND(B)	21	21	100	18	18	100	11	5	45
	BTMC	29	28	97	16	16	100	23	12	52
	CND(Z)	24	24	100	20	20	100	11	6	55
	MCCs	11	11	100	11	11	100	29	10	34
	MPC	--	--	--	6	6	100	--	--	--

Kasturba Gandhi Degree & PG College for Women

Academic Year	Course	I Year			II Year			III Year		
		Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
2013-14	BZC	50	46	92	31	31	100	30	19	63
	MZC	15	15	100	15	15	100	8	6	75
	MBC	20	18	90	15	15	100	8	8	100
	MSCs	83	83	100	73	73	100	59	37	63
	MPCs	39	37	95	29	24	83	38	17	45
	MECs	48	48	100	24	24	100	30	18	60
	CND(B)	27	27	100	18	18	100	18	9	50
	BTMC	29	29	100	27	27	100	16	6	38
	CND(Z)	27	27	100	27	27	100	18	16	89
	MCCs	8	7	88	11	11	100	11	6	54
	MPC	--	--	--	--	--	--	6	3	50
2014-15	BZC	32	31	97	44	43	98	32	15	47
	MZC	12	11	92	14	14	100	15	10	67
	MBC	16	16	100	16	16	100	15	6	40
	MSCs	77	75	97	80	80	100	71	38	54
	MPCs	39	37	95	37	37	100	24	7	29
	MECs	23	22	96	51	50	98	23	9	39
	CND(B)	25	24	96	24	24	100	18	16	89
	BTMC	26	26	100	28	28	100	26	21	81
	CND(Z)	25	24	96	27	27	100	21	15	71
	MCCs	--	--	--	6	6	100	11	8	73
	MPC	--	--	--	--	--	--	--	--	--

Academic Year	Course	I Year			II Year			III Year		
		Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
2015-16	BZC	51	49	96	32	32	100	44	17	39
	MZC	15	15	100	11	11	100	14	10	71
	MBC	36	36	100	15	15	100	16	8	50
	MSCs	77	77	100	73	73	100	76	33	43
	MPCs	58	58	100	39	39	100	37	13	35
	MECs	34	34	100	21	21	100	49	20	41
	CND(B)	29	29	100	25	25	100	22	11	50
	BTMC	34	34	100	24	24	100	28	20	71
	CND(Z)	30	30	100	25	25	100	27	15	56
	MCCs	--	--	--	--	--	--	--	--	--
	MPC	10	10	100	--	--	--	--	--	--

Program wise pass % for B.Com 2012-16

Kasturba Gandhi Degree & PG College For Women Result Analysis for B.Com 2012-16										
Academic Year	Course	I Year			II Year			III Year		
		Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
2012-13	Generals (E)	142	139	97	134	134	100	168	117	70
	Generals (T)	27	27	100	28	28	100	47	19	40
	Computers	165	162	98	162	162	100	124	105	85
	Vocationals	44	43	97	34	32	94	22	17	77

Academic Year	Course	I Year			II Year			III Year		
		Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
2013-14	Generals (E)	142	142	100	134	134	100	132	96	73
	Generals (T)	29	29	100	27	27	100	26	15	58
	Computers	210	208	99	157	157	100	163	131	80
	Vocationals	49	49	98	44	44	100	29	24	83
2014-15	Generals (E)	168	168	100	137	137	100	126	79	63
	Generals (T)	31	29	94	28	28	100	23	7	30
	Computers	212	212	100	207	203	98	151	132	87
	Vocationals	30	20	100	46	46	100	44	25	57
2015-16	Generals (E)	174	174	100	173	173	100	135	91	67
	Generals (T)	25	25	100	29	29	100	24	12	50
	Computers	210	210	100	211	211	100	200	154	78
	Vocationals	46	46	100	29	29	100	45	27	60

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

➢ A large proportion of the students go for higher studies in their chosen streams. The faculty members of all the departments guide the students for the post graduate entrance exams.

➢ A help desk in the college provides information relating to competitive exams, employment opportunities and all on-line services.

➢ Students are also given information at departmental level about the various institutes offering post graduate courses, web addresses of these institutes and other relevant information.

➢ The institution has a structured mechanism for career guidance and placement of its students. Seminars are conducted on career counseling by inviting resource persons from outside.

➢ The Placement Cell collaborates with recruiting organizations and conducts tests and job interviews for the students who register with the cell.

➢ Alumni and others who have made a name for themselves in the field, are also invited to guide and motivate the students.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

Students at risk of failure

➢ Remedial classes are conducted by the concerned faculty members for students who do not fare well in internal examinations and University exams. The teachers of all departments counsel these students, conduct parent-teacher meetings, provide notes and suggest ways to improve their performance.

Students at risk of drop out

➢ Counseling sessions are conducted for students who are at risk of dropping out of courses and programs. The parents of these students are also invited for parent-teacher meetings and the faculty members of the concerned departments offer advice and guidance so that the students can continue with the courses that they have enrolled for. If the potential drop out is for financial reasons, the college helps them in finding part-time jobs or provides financial assistance.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

➢ The College provides ample scope and opportunities for students to showcase their talents in various extracurricular activities. These include sports, cultural and literary activities such as debates, essay writing, elocution and participation in seminars and workshops. Our students regularly participate and win prizes in University, State, National and International sports tournaments.

➢ The Physical Director conducts an Orientation Program for students at entry level and students who have aptitude for sports are identified and enrolled for coaching/training by trained athletes and other Resource Persons.

➢ The cultural club organizes celebrations of certain festivals in the college.

➢ The faculty members of the Cultural Club conduct competitions in the college annually and selects students for participating in cultural competitions at University and State level.

➢ Cultural and Literary competitions are conducted annually as a two-day fest in December or January. The categories of competitions include Singing (Solo & Group), Skit, E Poster, Cookery, Painting, Flower Arrangement, Mehendi, Dance (Solo & Group), Rangoli, Power Point Presentation and Website Designing. Vanita TV sponsored the Rangoli competition and Nestle India Ltd. Sponsors the Cookery Competition.

➢ The talented students are identified during programmes like Teachers' Day and College Day and these students are encouraged to participate in Inter-collegiate events.

➢ In-house competitions like Essay Writing, Debate and Elocution are conducted and the prize winners are encouraged to participate at University and State level competitions.

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

➢ The College has secured second place in overall Sports championship of Osmania University consecutively every year since 2012 to 2016.

a) Sports Achievements

S. No	Year	Inter college events		Inter university events		National level events		International events		Prizes
		No. of Participants	Events	No. of Participants	Events	No. of Participants	Events	No. of Participants	Events	
1	2011-2012	160	16	45	15	20	8	2	1	Overall championship 1st place Gold(9) Silver(5) Others(8)
2	2012-2013	155	16	41	14	18	6	2	1	Overall Championship 2nd place gold(8) silver(5) others(2)

S. No	Year	Inter college events		Inter university events		National level events		International events		Prizes
		No. of Participants	Events	No. of Participants	Events	No. of Participants	Events	No. of Participants	Events	
3	2013-2014	108	12	24	10	10	6	2	2	Overall Championship 3rd place Gold(5) silver(2) Others(5)
4	2014-2015	113	13	16	9	9	6			Overall Championship 4th place Gold(9) Silver(5) Others(9)
5	2015-2016	103	12	17	8	8	7			Overall Championship 2nd place Gold(1)

- At the All-India Inter University Sports Meets held during the last four years, our students participated in various events including kho-kho, cricket, yoga, judo, lawn tennis, hockey, baseball, softball, netball, kabbadi, athletics, archery, weightlifting and rifle shooting.
- At the National level, our students participated in weightlifting, hockey, kabbadi, athletics, archery, carroms, softball, cricket and table tennis..
- Ms. Sai Bhavana represented the College at University, State and National level tournaments for athletics for 3 years from 2013 to 2016. She won many medals and cash awards amounting to Rs. 100,000/- and was awarded with the title of "Fastest Woman Runner."

b) **Cultural Achievements**
- The Cultural Club provides a platform for students to showcase their talents.
- The students and faculty members of this club organize events like Freshers Day, Teachers Day, Independence Day and College Day.

- ➢ The student members of the Cultural Club also participate in cultural competitions organized annually by the Exhibition Society at All India Industrial Exhibition, Nampally, Hyderabad, and we have been winning the Rolling Shield for securing the first place, for the last four years, consecutively.
- ➢ At the University level we win prizes regularly for cultural competitions. Ms. Sirisha, B Com (Comp), won the first prize in singing and represented Osmania University in Inter-varsity competitions held in Chattisgarh in 2016.
- ➢ Ms. A. Sai Harshitha, a B. Com student participated in Rangashala Camp representing Telangana Tableau in the Republic Day Parade in New Delhi in 2015. She was selected as part of a Cultural troupe for a 15 day tour to Russia and Georgia from 10th to 25th November 2015, sponsored by Indian Council for Cultural Relations (ICCR).

Performance of students at Cultural Events				
Year	**Regional level**	**District level**	**State level**	**TV programs**
2014-15				**6 TV Channel - Cultural form of the State of Telangana (AWAAZ)**
2015-16	**Ministry of Youth Affairs - Government of Telangana- bagged 5 prizes (Folk dance, Folk singing, Classical dance and classical singing)**	**Ministry of Youth Affairs - Government of Telangana- bagged 3 prizes for folk dance, folk song and classical dance**	**Ministry of Youth Affairs - Government of Telangana Participated in folk dance**	**Gemini TV - Yuva Express**

c) **Extracurricular Activities (Achievements)**
- ➢ Ms. Manisha Jain, a B.Com I year student, won a cash prize of Rs. 1,00,000 at the Essay Writing competition conducted by Shri Ramachandra Mission on 25th August 2014, on the topic "To be truthful, to be human".

5.3.3   How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The Placement Cell receives feedback from the recruiting organizations about the performance of our graduates. The Placement Officer has been receiving positive feedback about our students who have been placed. They are appreciated for the teamwork, good performance and their participation in extra-curricular activities in the organization. The students attribute their performance to the exposure to various activities they get at college.

The Placement Officer meets the Heads of the departments and informs them about the feedback. The feedback obtained from employers was used constructively and an Add-On course, "Employability Advantage", was introduced. This has had a positive impact on placements.

5.3.4   How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

The College publishes an annual magazine "Aalokana." The heads of the departments encourage students to contribute essays, articles, poems and illustrations. The prize winning entries of the literary competitions such as elocution, essay writing and debate and articles on subject related topics, general issues and information conveying messages on moral, ethical and social aspects are also published.

The MBA Department publishes a newsletter, "Imprint", consisting of a report of all the activities of the department.

5.3.5   Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

➢ Elections are banned at the under graduate level. However all sections have class representatives. The class representatives meet the Heads of the Departments, IQAC and the Principal to discuss academic matters before extracurricular activities are conducted. Information is thus communicated to all students on campus through these representatives.

➢ The clubs in the college have office bearers namely the President, Vice President and Secretary, who are nominated by the club coordinators.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

➢ The IQAC and Special Fee Committee have student representatives. The final year students who excel in curricular and extracurricular activities from each faculty are selected.

➢ Students are selected proportionately from each faculty (B.A -1, B.Sc. – 2 and B.Com – 2)

➢ The Editorial Board of the College magazine "Aalokana" also has student members. They collect articles from students and assist the faculty members of the Editorial Board in editing and proof reading.

➢ The Anti-Ragging Committee and Library Committee also have student members.

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

Well placed alumni are invited for career guidance workshops and Guest Lectures to guide and motivate the students. The alumni also contribute to the activities of the college, both in the form of financial support and mentoring.

Former faculty members are often invited as judges for in house cultural and literary competitions. Their advice is also sought by faculty members when national and state level seminars and workshops are conducted.

Any other relevant information regarding Student Support and Progression which the college would like to include.

In addition to the above, the college has instituted prizes for outstanding academic performance in University exams. The sports achievers, NSS volunteers and outstanding NCC cadets are felicitated on College day.
Beauty competitions have been banned in the college. Eventually the Madras High Court also banned beauty competitions.
We felicitate outstanding outgoing students based on their academic performance, involvement, commitment, talent and leadership skills. One of these all-rounders is selected by external judges on the basis of their presentations on College Day.

Criterion VI: Governance, Leadership And Management

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

VISION	**AN INSTITUTION CREATING WELL-INFORMED, CONSCIENTIOUS AND SELF-RELIANT AGENTS OF SOCIAL CHANGE**
MISSION	**EMPOWERMENT OF WOMEN THROUGH CONFIDENCE BUILDING AND PROGRESSIVE LEARNING**
GOALS	**VALUE BASED EDUCATION CAREER-ORIENTATION LIFE SKILLS COMMUNITY CONNECT**

➢ The Institution was started with an intention to cater to women's education. The focus is on empowering women to have a positive impact on society.

➢ The college has a large number of first generation learners and a sizeable proportion from low income groups. Education is provided at an affordable fee and also emphasis is laid on add-on courses, counseling etc., particularly required for first generation learners.

➢ Confidence building efforts like experiential learning, instilling leadership skills, encouraging team work and creativity through club activities all contribute towards shaping students into independent and capable individuals.

➢ Conducting assemblies, club activities, NCC and NSS programs provide the students a platform to showcase their talents and also overcome inhibitions and enable them to become self-reliant individuals.

➢ Our values get reinforced to the students as they are reflected in all our policies and activities eg: policy of not to sell aerated drinks in the cafeteria, replacing beauty competition with Kasturba Icon – where outstanding outgoing students are recognized. The Principal, along with the faculty, take lead in participating in the noteworthy governmental initiatives like Swachh Bharath Abhiyan, Haritha Haaram etc. When such commitment is displayed by the staff, it inculcates core values in the students who in turn will contribute to the society.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

➢ The Governing Body constituted every three years takes an active role in guiding the college in policy formulation. They scrutinize and approve the annual budget and provide the necessary finances for upgrading the infrastructure and monitor the policy implementation.

➢ The quality policy for better teaching and learning is framed by the Principal and the faculty. Regular meetings are conducted with senior faculty apart from the Heads of the Departments to formulate plans for achieving quality objectives with respect to students, faculty and administration. The budget is planned according to the needs of each department to maintain quality standards. This ensured attaining better performance in teaching and learning.

➢ The Plans also ensure quality standards in our cultural, extension activities and cafeteria.

6.1.3 What is the involvement of the leadership in ensuring:

➢ The policies are formulated in accordance with the vision, mission and goals of the institution. All major policy decisions are taken with the approval of the Governing Body. The Governing body has representatives from parent bodies (Osmania Graduates Association & Exhibition Society), Osmania University (affiliating university) and Commissionerate of Collegiate Education.

➢ Other routine matters are taken care of by the Principal with the approval of the office bearers – Chairman, Vice-Chairman, Hon. Secretary and Treasurer.

Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan

➢ Action plans for executing our policies are prepared after detailed discussions of practical issues involved in implementation in Staff meetings.

➢ Administrative plans are also in place. Meetings with administrative staff and office bearers, help in formulating and implementing these action plans.

➢ Detailed job descriptions are provided to the staff and an MIS is in place.

Interaction with stakeholders

➢ Parents approach faculty to discuss the performance of their children and if there are serious issues they approach the Principal. For issues relating to scholarships and fee, they approach the office. Companies approach the Placement Officer for on campus and off campus drives. When HR personnel visit college, they have at least one meeting with the Principal. Their feedback is taken on student performance which forms the basis for structuring

the add-on course syllabi and also teaching methods.

➢ When Institutions like NEN, ICMA etc. approach for collaborative programmes, they meet the faculty co-coordinators for detailed discussions and then approach the Principal to finalize the issues relating to MoUs etc.

➢ Members of IQAC, who are academicians, experts and people from industry, also advise the college on policy issues.

➢ The areas which require improvement are identified during the departmental meetings with the principal, feedback from students and other stake holders like parents, police etc. For e.g., based on the recommendations of the police, installation of CC cameras was initiated. A readership survey was conducted in the library to identify the journals and books frequently referred to by the students and based on it, sufficient copies of those books and journals were made available.

Reinforcing the culture of excellence

➢ Staff and students are counseled to understand the importance of putting in their best into any activity or event they are involved in. There are occasions when things were redone for improving quality, which in itself is a corrective factor for further activities. Good work, whether voluntary or entrusted is always recognized and appreciated in the institution.

Champion organizational change

➢ For effective achievement of the goals of the institution, necessary changes have been brought about in key areas of discipline, teaching-learning and research and instilling right values in the students for their development.

➢ When policies are made for improvement in the institution, change is inevitable. First step is to make the stakeholders understand the advantages of changes. Once they are co-opted into the process, transformation becomes relatively easy. The college communicates the changes through students and faculty who have credibility and can influence their peers and colleagues. Smooth conduct of the weekly assemblies and club activities is a result of this effort.

6.1.4 **What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

➢ The Principal is involved in all the activities of the college: academic, cultural, sports and extension activities. This extends to monitoring these activities, giving suggestions for improvement and inviting discussion on further plans.

➢ There is always a meeting after every important event in the college with the staff, which provides scope for improvement for the next event. Also, faculty who visit other institutions for seminars discuss the details of those events which are a source of learning.

➢ When annual competitions are conducted, there is delegation of work which facilitates a healthy and competitive conduct of all events in a novel way.

➢ Feedback from different stake holders also forms a basis for improvement.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

➢ The faculty is encouraged to attend orientation and refresher courses, seminars and workshops. Faculty Development Programmes on research methodology etc. for orientation towards research are conducted for staff. Faculty is counseled and encouraged to apply for Research Projects and Publish Papers.

➢ Monetary incentives in terms of increments are also given to staff for upgrading their qualifications. Principal meets the staff individually and counsels them to help them identify their strengths and work on overcoming their limitations if any.

6.1.6 How does the college groom leadership at various levels?

➢ At the faculty level, individual departments are given autonomy to conduct their own activities, seeking guidance when necessary. The heads of the departments entrust various responsibilities to the faculty depending on their capabilities. Teams are headed by senior faculty, assisted by juniors and students. This facilitates grooming of the junior faculty and students for handling responsibilities independently. Every member puts in their best as they are accountable for what is entrusted to them.

➢ For the activities at the college level, senior or interested faculty members take voluntary initiatives in various areas such as cultural, environmental issues, social service etc. and groom the junior faculty and students equipping them to take charge eventually.

➢ The elected class representatives take the responsibility of student activities like fresher's day, farewell day etc and play an important role in dissemination of information. They are trained and guided by faculty to develop their organizational skills.

➢ Clubs are another platform where student's leadership skills are developed. Students take the lead under the guidance of faculty to conduct the various club events which help them to develop their organizing and managing skills.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

➢ The broad policies are laid down by the college. The values, goals and quality policy are clearly communicated across the institution. The annual plan in general for the college is discussed in the staff meeting. Dates for internal exams and other events are decided in this meeting. Within this framework the departments can plan their academic schedules as well as other activities.

➢ Individual departments plan their time tables, work allotment and intimate the same to the principal. The Heads of Departments are authorized to organize their departmental affairs independently and are accountable for the outcomes.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

Yes. The college involves the faculty and students in framing policies related to academic enrichment, co-curricular activities and their implementation. Methodology to implement new ideas is collectively worked out in staff meetings.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

The college has a stated quality policy derived from the vision, mission and goals of the institution. The quality policy covers the areas of student learning outcomes, teaching-learning and administration.

Quality Policy

➢ **"A conscientious effort to raise standards in imparting value based education to equip students for employment or enabling their entry into reputed institutes for further learning and empowering them to be independent and socially responsible citizens, through continuous improvement of faculty competencies".**

➢ The purpose of the quality policy is to ensure that meaningful and relevant learning opportunities are provided to the students with the right values and skills. The policy was developed after due consultations with all the stakeholders. Adherence to the quality policy is reflected in all the activities undertaken by the college.

➢ A review of the implementation of the quality policy is done periodically using quantitative and qualitative measures.

➢ Measures include:

- Result analysis : subject-wise and overall result

- Structured student feedback

- Campus placements - placement pattern in terms of number of companies visiting , number of reputed and regular companies visiting, number of students hired and average salary offered

- Feedback from guest faculty and hiring managers.

- Increase in demand for admissions

- Department level discussions on improvement in subject content delivery

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

Perspective Plan 2013-2023 :

➢ The college developed and implemented a perspective plan in the year 2013. The focus areas of plan are faculty, academics and administration. Suggestions of the NAAC peer team have also been addressed in the plan.

➢ The objective of the plan is to enhance the reputation of the college and to be identified as a destination of affordable and quality education of higher learning.

"Brand Kasturba" will encompass the core values of

➢ Commitment to excellence

➢ Ethical behaviour

➢ Self-awareness

➢ Team work.

Faculty Excellence:

Emphasis was laid on faculty excellence as that will in turn lead to academic excellence and enhance student learning.

➢ Encourage and provide support for professional development.

➢ Encourage faculty to undertake research projects, apply for Minor Research Projects, publish papers, participation and presentation in seminars and workshops.

➢ Steps to enhance faculty remuneration and incentives.

➢ Providing appropriate infrastructure for facilitating new teaching methods.

➢ To build linkages and engage with external organizations for research and internships.

➢ Organize Faculty Development Programs for subject related as well as teaching pedagogies and values.

Academic Excellence:

➢ Ensuring necessary infrastructure is provided in the form of ICT enabled class-rooms, Library with E-learning resources, well equipped laboratories, seminar halls etc. to enable effective teaching-learning process.

➢ To strengthen the effectiveness of the existing courses by imparting soft skills and employability skills etc. through Add-on courses.

➢ Facilitate student enrichment programs like guest lectures, workshops, field trips and involvement of students in research projects.

➢ Assessment of learning outcomes through quizzes, group discussions, case study presentations, student seminars and projects.

➢ Provide research facilities at the undergraduate level.

➢ Facilitate experiential learning through subject related clubs.

➢ Strengthen the relevance of courses through extension programs to ingrain into students that the subject they learn should ultimately be applicable for societal benefits.

➢ Orientation programs and career guidance for entry into good institutions and courses for further learning.

➢ Institute regular counseling sessions for the mental well-being of students to equip them for better living.

➢ Conduct meditation and yoga classes for emotional well-being.

Administrative excellence:

➢ To remodel our administration by creating an effective Management Information System.

➢ Improve efficiency for expediting the delivery of services.

➢ To focus on connectivity between the administrative and academic departments by removing the bottlenecks in the system.

➢ Creating a system to expedite grievance redressal.

➢ Digitizing the administrative operations.

6.2.3 Describe the internal organizational structure and decision making processes.

Refer Annexure VI

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

Teaching & Learning, Research & Development, Community engagement, Human resource management, Industry interaction

Teaching and Learning: Quality improvement strategies include conducting Faculty Development Programmes, sponsoring participation in Seminar/Conferences/Workshops, Refresher Courses and Orientation Courses.

Research & Development :Establishment of Kasturba Integrated Research Centre (KIRC) to facilitate research, encouragement to apply for Minor and Major Research Projects, sponsorship for conducting Independent Studies, attending National Seminars.

Community Engagement: Apart from Outreach and Extension Programmes through NCC and NSS activities, Institutional Social Responsibility Programs such as bucket immersion of Ganesha, dietary recommendations for malnourished children in the neighbourhood slum etc are undertaken.

Human Resource Management: Increase in Salaries, Incentives, Rewards and Recognition, Equal Opportunities for Employee Development, Fair Performance Evaluation, Training programmes, installation of Human Resource Information System for better coordination between academic and administration etc.

Industry Interaction: Entering into MOUs with Industry and Institutions.

6.2.5 How does the Head of the institution ensure that adequate

information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

Head of the institution is in constant touch with the office bearers of the management. Management is informed about all the activities, events, and achievements of the college. Major activities are conducted after prior approval of the management.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

There is a staff representative on the Governing Body along with Principal and Director of PG Courses. All the proceedings are transparent and known to the staff representative. The faculty can put forth the issues they wish to discuss with management through the staff representative. Apart from this the office bearers have a meeting with staff to directly discuss issues and take their suggestions for improving the effectiveness of the institutional process.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

The Governing Body of the college resolved and implemented:

➢ Enhancement of salaries by 60% on an average

➢ Enhancement of the retirement age of unaided staff from 58 years to 60 years

➢ Implementation of ESI for unaided employees.

➢ Discontinuation of B.Sc MCCs, M.Sc Chemistry and MCA course (due to low demand, the courses were not viable).

➢ Revival of B.Sc MPC and M.Sc Comp. Sc. Courses.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

➢ Yes, there is a provision to grant the status of autonomy by Osmania University. The college wishes to continue with affiliation status because of the good reputation that Osmania University commands. The college will opt for autonomy after it is fully equipped for transition to autonomous status.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

➢ Grievances relating to infrastructure are taken care by the administrative office. Complaints are registered in the office and are promptly resolved by the administrative section after bringing it to the notice of the Head of the Institution. Minor jobs are taken up

instantly. But corrective measures which involve higher expenditure are put up to the Management for approval.

➢ Complaints related to academic and behavioural issues of students are dealt by faculty at departmental level and if unresolved, they are addressed by the Principal.

➢ Complaints can also be directly mailed to kgcwsuggestions@gmail.com which is directly accessed by the Principal's office.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

No such court case was filed against the institute.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

Yes, the institution collects student feedback on institutional performance.

➢ Teachers are individually called to discuss their performance presented by students. Based on student feedback, certain measures were taken, in subject allotment within departments.

➢ Students have responded positively regarding Extra-curricular activities, Facilities and Infrastructure. The students felt that assemblies and club activities facilitated knowledge sharing, practical application of concepts, skill development and improved academic performance. These outcomes have further led to strengthening and reinforcing the practices.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

➢ Conducting Faculty Development Programmes, and encouraging faculty to attend refresher courses and orientation programmes conducted by Universities and other institutions. The institution sponsors faculty for attending seminars in terms of registration fee and on-duty permissions for research work.

➢ In case of non-teaching staff, job descriptions are given for better accountability and also additional technical training is provided under the guidance of senior employees. Technical training is given to expedite service delivery.

➢ Promotions for non-teaching staff is based on qualification as well as performance.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

➢ Eminent people from different fields are invited for conducting FDPs on Life skills and motivational lectures emphasizing on the importance of values in their profession .

➢ Regular In house training is provided by senior staff.

➢ Faculty is encouraged to participate in subject related and motivational workshops conducted outside the college. Innovative teaching methods or programs organized by the faculty are always recognized by the institution.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

MIS helps in maintaining data of staff and departments. This data provides necessary inputs for one on one discussion, appraisal and counseling.

Staff performance is monitored and appraised on a set of indicators communicated to them at the beginning of every academic year. Data analyzed for the purpose of staff evaluation includes :

➢ Student feedback

➢ Student mentoring

➢ Course content completion and delivery methods

➢ Punctuality

➢ Leave pattern

➢ Willingness to accept additional work

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

After reviewing the performance of teaching and non-teaching staff, the management raised their salaries. The Principal conducts meetings to communicate the decisions to appropriate stakeholders.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

Following Welfare Schemes have been availed by all unaided Teaching and Non-teaching staff as per the Central Government norms:

Teaching	Non teaching
ESI, EPF, Festival Advance, sabbatical leave	ESI, EPF, Festival Advance, Education Loan

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

➢ Reputation of the college attracts talented faculty to seek employment in our institution and the work culture in the college retains them.

➢ Providing a conducive environment and opportunity for professional growth and development has always been a policy of the institution.

➢ Monetary benefits are nevertheless an important motivating factor, and our salaries, incentives are much higher when compared to the other educational institutions run by our parent bodies, Osmania Graduates' Association and Exhibition Society.

➢ However efforts are made to match salaries with other reputed colleges in the city. In that pursuit, enhancements were done twice in the last 3 years raising faculty salaries by about 60%.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

➢ The college has implemented zero-based budgeting prioritizing funding. Funds are allocated for infrastructural development with emphasis on environmental protection and on maintaining a green campus

➢ For efficient use of financial resources, cost cutting measures were implemented. For e.g., to minimize power wastage, old Air Conditioners which consumed lot of power were removed from computer labs. Energy efficient Air Conditioners were installed in the college.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

➢ An internal audit is conducted annually by qualified Chartered Accountant on the direction of the parent bodies - the OGA and Exhibition Society.

➢ External audit is carried by Government Auditors. Latest Government Audit was conducted in January 2017 for the academic year 2012-13. Oral recommendations were given for minor changes in writing notes, which was implemented immediately. There were no major audit objections.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

Refer Annexure VII

6.4.4 **Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).**

Donations from friends of faculty, parents of some students were utilized for fee of students from low economic backgrounds.

Funding from reputed institutions and private agencies were utilized for the conduct of two National Seminars without any financial assistance from college.

6.5 **Internal Quality Assurance System (IQAS)**

6.5.1 **Internal Quality Assurance Cell (IQAC)**

a) **Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

Internal Quality Assurance Cell was established in 2006. Our institutional goal is to empower women by imparting value oriented education and skill enhancement. To achieve this objective there is a policy in place. The mechanisms developed by IQAC are periodic in-house programs like seminars for faculty and students, FDPs for motivating faculty, various curricular and extra curricular events, extension lectures, education tours, field trips, enhancement of employability abilities through add on courses, earn while you learn programmes etc.

b) **How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?**

Our Governing Body encourages to upgrade and develop the institution. Implementation of activities and programs suggested by IQAC are always approved by the management.

c) **Does the IQAC have external members on its committee?**

If so, mention any significant contribution made by them.

A committee comprising External Quality Assurance members has been actively involved in improving the college in various aspects. The EQA members are from Academia, Industry and Banking sectors. Formal and informal meetings are organized by IQAC and their valuable suggestions are incorporated. Some of the suggestions made are:

➢ Student internships irrespective of course requirement

➢ Conducting more quizzes

➢ Providing on-line resources and uploading lecture notes

➢ Help students in setting their life and career goals

➢ Conducting group discussions regularly to improve subject knowledge and communication skills

d) How do students and alumni contribute to the effective functioning of the IQAC?

IQAC includes students from the three UG faculties- (B.A, B.Com & B.Sc). Advanced learners mentor academically disadvantaged students. (For eg. A visually impaired student in B.A is always supported by her classmates). Student feedback plays a vital role in ensuring quality education. Alumni deliver talks and share their work experiences and prepare students for employment.

How does the IQAC communicate and engage staff from different constituents of the institution?

IQAC facilitates academic excellence along with all round development of the institution engaging quality enhancement through collaborative work between the academic and administrative wings of the college. Various parameters for development are identified and recommended. It reviews activities of all the departments and extends support services as and when required, conducts seminars and workshops and encourages the staff and students in active participation. Research facilities are provided and a conducive atmosphere is created. Upgradation of library is given prime importance to facilitate academic growth. Monitors the effective functioning of placement cell, cafeteria etc. IQAC collects information from all the departments and administrative staff and submits the Annual Quality Assurance Report to NAAC.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

➢ The Management Information System and Human Resource Information System aid the administration in providing the necessary support for the smooth functioning of the primary activity of teaching learning. It is time and again emphasized to the support staff that their contribution should facilitate the teaching staff in their delivery system, benefiting the students. In the beginning of the academic year, the departments are intimated about the support staff attached to their department and the work allotted to other staff is also made known to the teaching staff for smooth functioning of the college.

The support staff is trained in advance for any changes in the present program and implementation of new programs.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

➢ Yes compliance with the quality policy is essential for the success of the quality assurance methods. The college strives to ensure that the suggestions of the IQAC are implemented. The academic as well as administrative functioning is made more effective by proper communication of the ways to implement the quality policy

to teaching as well as non-teaching staff. For Eg. Workshops were conducted in the college to acquaint the teaching faculty with the new CBCS semester pattern and online admission system.

➢ The various committees that have been constituted in the college consist of a judicious mix of senior & junior staff so that the quality policy of the institution is properly implemented. FDPs conducted by IQAC also contribute in enhancing quality orientation is given to teaching and non-teaching to prepare them for the academic audit.

➢ Teaching staff are encouraged to pursue research and upgrade their qualifications. Staff attend UGC orientation and Refresher courses besides participating and presenting papers in the State, National and International seminars and conferences. Non-teaching staff are also trained by external agencies to equip them to perform well.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

Academic audit is conducted by the Commissionerate of Collegiate Education as well as by the Osmania University (vigilance audit) annually. The suggestions and recommendation given are immediately implemented for ensuring quality assurance.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The affiliating University lays certain norms for conduct of academic activities in the college. The Commissionerate of Collegiate Education has a set of rules for aided institutions. UGC also makes recommendations for quality improvement in colleges. The college abides by the stipulations made by these agencies and makes a serious attempt to implement suggestions made by the NAAC peer team. Most of these are for maintaining standards in institutions. Both agencies come for an audit every year. The college also follows suggestions which come as mails from central and state governments relating to health, cleanliness, community programs etc. and the college takes up these programs actively.

On those issues which the auditors identify as strengths of the college, efforts are made to further strengthen them and suggestions made for improvement are accepted and implemented.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The university sets the annual academic calendar detailing the schedule of instruction, examinations and vacations. The college prepares its annual schedule of activities based on the almanac set by the university. Individual departments in turn prepare their respective annual action plans based on college schedule. Teaching plans and

diaries are maintained to record the day-to-day activities of individual teachers and are checked by the head of the departments and the principal regularly. The academic performance of students is continuously assessed through class tests and term examinations. Based on the outcome of these tests, remedial classes are arranged for academically disadvantaged students. The overall outcomes of the plans are measured through student feedback, subject-wise and overall result analysis and Campus placements.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders? Any other relevant information regarding Governance Leadership and Management which the college would like to include.

The quality policies of the college are communicated to the members of the Governing Body at the meetings and also through mails. For other stakeholders it is communicated through the prospectus, during interactions with parents during and after admissions. To the university officials when they come for inspection and also when our staff attends departmental meetings annually with their respective departments at the university.

It is communicated to the public at large through media mentions. Principal and Staff are invited by TV Channels to discuss some of these quality issues and at All India Industrial Exhibition conducted by our parent body.

Brand Kasturba strongly believes in team work and judicious division of work. This is an effort to involve faculty and students in decision making at appropriate levels. Participative management is encouraged as this enables smooth functioning and ease in bringing about change. Acceptance of policies and implementation is better facilitated when stake holders are involved in decision making.

Transparency and objectivity in governance, creates a healthy and congenial atmosphere. Creating a trust among the employees has reflected in innovation and rise in commitment levels, paving the way for reaching institutional goals.

<div align="center">**Criteria VII: Innovations and Best Practices**</div>

7.1   Environment Consciousness

7.1.1   Does the Institute conduct a Green Audit of its campus and facilities?

To address carbon emissions & maintain carbon neutrality, the college ensures plant diversity. An audit of the existing species is made each year and newer species are chosen for plantation each year.

Energy consumption of each block is monitored on monthly basis and measures to reduce energy consumption are initiated.

7.1.2   What are the initiatives taken by the college to make the campus eco-friendly?

The college is deeply committed to creating awareness about preserving the environment. Several activities are taken up to create awareness among students. The Monday weekly assemblies conducted by various departments, especially the Life Science Departments, create awareness among the students through skits and talks. The Green Club of the college takes up various activities such as the making of clay Ganeshas and pollution-check of vehicles etc. Environmental consciousness is vigorously propagated through posters and programs. A concerted effort is made to ensure that no permanent constructions are made in the open space, keeping the campus clean and green.

Energy conservation

➢ The old Air Conditioners, which were consuming a lot of power, were removed from computer labs where they were not necessary and in other locations, they were replaced with new energy-saving ones. Unnecessary electric points were removed and LED lights will be introduced phase- wise.

Use of renewable energy

➢ Bio-gas is used for conducting Practical Classes. The Microbiology Department produces alcohol from food waste collected from the Nutrition Department, for use in their laboratory.

➢ Installation of Solar panels for energy conservation is in the process.

Water harvesting

➢ There are five water- harvesting pits in different suitable locations in the college.

➢ The college has sufficient ground water and this is augmented by the bore wells. There is adequate water on the campus.

Check dam construction

NA

Efforts for Carbon neutrality

> ➢ The Green Club conducts free pollution- check of all the vehicles on the campus to create awareness on the importance of pollution-control. The Kasturba Integrated Research Centre is working on a project to treat effluents from the Pharmaceutical industry.

Plantation

> ➢ The Green Club, the Department of Botany and the NSS Unit take special interest in tree plantation. Care is taken in the selection of plants as well as in nurturing them. The State Government sponsored 'Haritha Haram' program focused on the audit of saplings planted during previous years as well as the importance of planting more green cover in our state.

Hazardous waste management

Solid/Hazardous waste management:

Solid waste:

> ➢ The institution has launched a major initiative for a comprehensive solid waste management system. This includes production of biogas and biodegradable waste processing for composting.
>
> ➢ Food waste from the Department of Nutrition and the Canteen is collected and segregated into wet and dry waste.
>
> ➢ Wet waste is processed to produce biogas.
>
> ➢ Dry waste, along with garden waste, is processed for composting.

Biohazardous waste:

> ➢ The Institution recommends that biological waste be managed as bio-hazardous waste. This will ensure that all the biological waste materials are de-activated or managed in a manner that minimises risk to the general public and the environment.
>
> ➢ Bio-hazardous waste is managed and disposed of by using appropriate collection methods (wrapped in plastic bags) and decontamination methods.
>
> ➢ Chemical disinfection: Treatment with bleach/ neutralizing agents for 30 minutes before pouring the solution down the drain with a 10- fold excess of water.
>
> ➢ Autoclaving: Solid bio-hazardous waste like microbial waste/cultures, contaminated glassware, micro-tips etc. are autoclaved for 60 min at 121oC and then disposed of as general waste.

Sharp items disposal:

> ➢ Needles, syringes, blades and lancets are disposed as general waste after incineration.

Hazardous chemical waste:

> ➢ Hazardous waste is treated with either neutralizers or Sodium meta-bisulphate and diluted with 10 fold excess of water, before pouring the solution down the drain.

Empty containers disposal:

➢ All empty chemical containers are dried and triple-rinsed before disposal. Containers that held acutely toxic hazardous wastes are managed as hazardous waste and pre- treated before disposal.

e-waste management

➢ The institution purchases its electrical and electronic items (Refrigerators, Mixer Grinders, Air Conditioners, and Computers) on exchange policy. Thus the question of disposal does not arise.

7.2   Innovations

7.2.1   Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

Establishment of Kasturba Integrated Research Centre (KIRC)

➢ Idea of starting the research center was to inculcate research oriented thinking among students at a young age. This becomes relevant in the context of R&D gaining prominence in all spheres in near future. This led to more involvement of staff and students in research projects which helped students to present papers in seminars in and outside college.

Weekly Assemblies

➢ Weekly assemblies are a family time for Kasturba where knowledge and information is shared. Every week one department conducts assembly proceedings where they talk about the latest in this subject, give highlights of the week's news and a thought for the day. It is an inter-disciplinary activity where students get the opportunity to learn beyond their core subjects.

Clubs

➢ Clubs were started with an intention of giving practical orientation and encourage creativity among students. These activities gained momentum and led to using innovative methods of teaching learning

Meditation and Life Skills sessions

➢ Meditation and life skills are now part of personality development course for students. This is for their mental and physical well being.

Office innovations

➢ Automation of the office procedures, upgraded systems and software, well defined roles and responsibilities for accountability led to efficient delivery of services.

Replacing Beauty competition with Kasturba Icon contest

➢ The annual beauty competitions were replaced by recognition of outstanding outgoing students for their identified talents during the three year term in the college. This is a testament of the institution's values that physical beauty is not the criterion, but it is the inner strength and hard work that would be recognized and rewarded. The step

was taken to instill values in the students which we want to reflect in our society.

➢ Later, a landmark judgment banning beauty competitions in educational institutions was given by the Madras High Court in February, 2015.

7.3   Best Practices

7.3.1   Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Best practice - I

1.   Title of the Practice: "Clubs for Creativity, Clarity and Collaboration".

Keywords: Clubs, Creative learning, experiential learning, Collaboration.

2.   Goal:

To enable student-centric learning through collaborative task-based approach and strengthen problem-solving skills by adopting creative and innovative methods.

Principles: Clubs were started with the intention of providing an opportunity for hands-on training to students on the subjects they learn in their classrooms.

Club activities help students in learning the application of the theory gathered in the classrooms. These activities enhance creativity and bring in improved clarity of the subject-matter through a sharing of knowledge in collaborative learning under this learning environment.

3.   The Context:

Challenging issues:

➢ **Time constraint:** Initially there were challenges in terms of time constraints as the activity had to be accommodated within the working hours of the college. As the involvement of the faculty and students grew, this was no longer a constraint and the activities continue beyond college hours.

➢ **Transition in teaching process:** The faculty faced a few hurdles in transiting from class room teaching to this new method. They had to devise a methodology for translating a concept into a practice as there was no curriculum to guide them. However the students adapted to this method of learning with ease and enthusiasm.

4. **The Practice**

   Practice & implementation:

   ➢ When the Principal proposed to set up clubs for experiential learning, it was unanimously agreed to do so, in the staff meeting. There was brain-storming on how to go about it and this resulted in the decision to allot half a day in a week for club activities, without disturbing the coursework.

   ➢ The broad guidelines were discussed, but the detailing in each club was left entirely to the discretion and creativity of individual departments.

   ➢ Apart from academic clubs, we also have non-academic clubs such as the Cultural club, Consumer club and Entrepreneurship club. It is mandatory for every student to be a member of at least one club.

   Relevance to higher education:

   ➢ It is a generally felt that lack of experiential learning and required skills for employability are major challenges in higher education, resulting in a large percentage of unemployable graduates. The club activities were introduced to address this problem. Clubs provide a platform for students to gain hands-on experience and hone their creative skills.

   ➢ This will boost their confidence to move comfortably into their chosen careers on account of collaborative approach and hands-on training.

   Constraints or Limitations:

   ➢ Ensuring participation of all students in these activities was a challenge and is still a limitation. If a student is interested in participating in more than one club, it was not possible because of the club activity schedule. Club activities were scheduled to enable students to be a member of more than one club.

5. **Evidence of Success**

   ➢ There was a marked difference in the performance, attitude and confidence levels of students who actively participated and took a lead in club activities. This is evident from their academic results, participation in Inter-collegiate, State, National as well as International events. Outgoing students secured admission into Post-Graduate courses in reputed institutes and there is a considerable increase in the percentage of students securing placement in reputed organizations.

   ➢ At the institutional level, the activities of the Bio-club led to the establishment of the Research Centre – KIRC – Kasturba Integrated Research Centre, which facilitates faculty and students to undertake research projects and present papers in seminars and conferences. KIRC has signed an MoU with Nitza Biologicals for training and research facilities.

➢ Three of our student's projects were selected for the National Ideathon - a Nobel Prize Series Competition.

6. Problems Encountered and Resources Required

➢ Although initially there were some road blocks because of lack of clarity and modalities, these were soon sorted out, in the course of organizing them.

➢ Conducting these activities does not require huge amounts of financial resources. However, an amount has been allocated from the Special Fee budget under the head - The Hobby Centre. For subject-related clubs, the departments are allowed to use their imprest amount.

7. Notes (Optional)

➢ These practices facilitated students to exhibit their creative skills and they are encouraged to take charge of organizing events and work in teams. This builds their confidence levels and prepares them to be independent proactive individuals working towards bringing about progressive social change.

➢ It improved students' communication skills and helped them in their careers.

Best practice - II

1. Title of the Practice: "Community Connect"

2. Goal:

Aim: Preparing students to contribute to build a better society.

Principles: Inculcating the value of giving back to society and becoming conscientious citizens.

3. The Context:

➢ With an intention to ingrain in students that what they learn in the class room will have relevance if the knowledge can be applied to real time situations and thus the emphasis on having a community connect for all our activities as well as teaching learning methods.

➢ As the students understand real time situations, they become better and socially conscious employees.

➢ It is important for every citizen to understand, and more so for the younger generation, that unless the society progresses, individual progress is difficult, and thus it becomes imperative for everyone to contribute for the betterment of society.

4. The Practice

➢ When the activities are developmental, we do not find many constraints. Our students teach in the government schools in the neighborhood, teams working in batches, by rotation. We take permission from the concerned authorities before we take up such programmes. Awareness programmes on AIDS etc. are taken up in the neighbouring slums. We don't force

anything on them so there is no resistance. Any such programme coming from academic institutes is generally received well because people do not suspect any ulterior motive.

5. **Evidence of Success**

   ➢ The Entrepreneurship club conducts an exhibition-cum-sale every year and the proceeds are donated to an orphanage.

   ➢ The Nutrition department annually conducts a survey of the nutritional pattern of school children and recommends a diet plan to overcome their nutritional deficiencies.

   ➢ The students of Statistics Department keep aside a rupee a day for a month and the amount so accrued is used to buy items as per the requirement of inmates of "SADHANA – an organization for mentally challenged children".

   ➢ The initiative to volunteer at banks during demonetization came from the students. They also willingly participated in the campaign to move towards a cashless society and promoted the "SBI Buddy App" in the neighbourhood.

   ➢ We also found a change in the performance and conduct of our students in curricular and co-curricular activities.

   ➢ Many students tell us that they joined the college after getting to know about the various activities in the college.

6. **Problems Encountered and Resources Required**

   ➢ Resources were never a constraint. Most of the programs do not require big budgets. And for some projects they generate their own funds.

7. **Notes (Optional)**

8. **Contact Details**

Name of the Principal	:	**Dr.A.Anita Reddy**
Name of the Institution	:	**Kasturba Gandhi Degree & PG College for Women**
City	:	**Secunderabad**
Pin Code	:	**500 026**
Accredited Status	:	**Twice Accredited with A Grade (2005, 2012)**
Work Phone	:	**040-27710864**
Website	:	**www.kasturbagandhicollege.com**
E-mail	:	**kasturbaprincipal@gmail.com**
Mobile	:	**9849808454**

Evaluative Report

of the

Departments

1	2	3	4	5	6	7	8
Department	**Year of Estb.**	**Names of Courses offered**	**Names of Interdisciplinary courses**	**Annual/ semester credit system**	**Participation in other department**	**Courses in collaboration with other universities**	**Details of courses/ programmes discontinued (if any) with reasons**
English	1973	UG – 3	NIL	I Yr. Semester, II & III Yr. Annual	NIL	NIL	NIL
Hindi	1973	UG – 3		I Yr. Semester, II & III Yr. Annual			
Telugu	1973	UG – 3		I Yr. Semester, II & III Yr. Annual			
Sanskrit	1973	UG – 3		I Yr. Semester, II & III Yr. Annual			
French	1978	UG – 3		I Yr. Semester, II & III Yr. Annual			
Economics	1973	UG – 2		I Yr. Semester, II & III Yr. Annual			
Political Science	1973	UG – 2		I Yr. Semester, II & III Yr. Annual			
Public Administration	1973	UG – 1		I Yr. Semester, II & III Yr. Annual			
Sociology	1973	UG – 1		I Yr. Semester, II & III Yr. Annual			
History	1973	UG – 1		I Yr. Semester, II & III Yr. Annual			
Modern Language	1973	UG – 1		I Yr. Semester, II & III Yr. Annual			

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1	2	3	4	5	6	7	8
Department	**Year of Estb.**	**Names of Courses offered**	**Names of Interdiscipli nary courses**	**Annual/ semester credit system**	**Participation in other department**	**Courses in collaboratio n with other universities**	**Details of courses/ programmes discontinued (if any) with reasons**
Commerce	1973 1991	UG – 4 PG – 1	NIL	UG I Yr. Semester, II & III Yr. Annual PG Semester	CND		
Botany	1973	UG – 3	NIL	I Yr. Semester, II & III Yr. Annual	NIL		
Zoology	1973	UG – 3	NIL	I Yr. Semester, II & III Yr. Annual	NIL	NIL	NIL
Microbiology	1997	UG – 3		I Yr. Semester, II & III Yr. Annual			
Biotechnology	2003	UG – 1		I Yr. Semester, II & III Yr. Annual			
Clinical Nutrition and Dietetics	1995	UG – 1	NIL	I Yr. Semester, II & III Yr. Annual	English		
Chemistry	1973 2011	UG – 1 PG – 1		I Yr. Semester, II & III Yr. Annual	NIL	NIL	PG
Mathematics	1986 2012	UG – 4 PG – 1	NIL	I Yr. Semester, II & III Yr. Annual PG Semester	NIL	NIL	NIL

Kasturba Gandhi Degree & PG College for Women

1	2	3	4	5	6	7	8
Department	Year of Estb.	Names of Courses offered	Names of Interdisciplinary courses	Annual/ semester credit system	Participation in other department	Courses in collaboration with other universities	Details of courses/ programmes discontinued (if any) with reasons
Physics	1998	UG – 2		I Yr. Semester, II & III Yr. Annual			
Electronics	2011	UG – 1		I Yr. Semester, II & III Yr. Annual			
Computer Science	1988 1993	UG – 3 PG – 1		UG I Yr. Semester, II & III Yr. Annual PG Semester			
Statistics	2000	UG – 1		I Yr. Semester, II & III Yr. Annual	NIL	MoU with Sigma India	
Business Management	1997	PG – 1	NIL	Semester	NIL	NIL	

		9		10				
		Number of Teaching Posts		**Faculty Profile**				
		Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
ENGLISH & MODERN LANGUAGE	**Professor**	NIL	NIL	Dr..Angela Moorjani	Ph.D	HOD, Vice-Principal	Common Wealth Literature	35
	Associate Professor	2	2	Dr..A.Dayamayi	Ph.D	Associate Professor	American Literature	32
	Assistant Professor	3	NIL	Dr.Alka Chaturvedi	Ph.D	Assistant Professor	American Literature	24
				Ms.D.Karunamai	M.A, B.Ed	Assistant Professor		06
				Ms.Padmaja	M.A, B.Ed	Assistant Professor		05
				Ms.R.Gayathri	M.A, B.Ed	Assistant Professor		04
		9		10				
		Number of Teaching Posts		**Faculty Profile**				
		Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
HINDI	**Professor**	NIL	NIL	Ms.A.Sunita	M.A., SLET, PG DISH	Assistant Professor	Poetry	17
	Associate Professor	NIL	NIL					
	Assistant Professor	1	NIL					

		9		10				
		Number of Teaching Posts		**Faculty Profile**				
		Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
TELUGU	**Professor**	NIL	NIL	Ms.Y.Vijayalalitha	M.A (Litt)	Assistant Professor	Modern Literature	16
	Associate Professor	NIL	NIL					
	Assistant Professor	1	1 (Deputation)					
		9		10				
		Number of Teaching Posts		**Faculty Profile**				
		Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
SANSKRIT	**Professor**	NIL	NIL	Ms.M.Sushma	M.A Sanskrit	Assistant Professor		1
	Associate Professor	NIL	NIL					
	Assistant Professor	1	NIL					

		Number of Teaching Posts		Faculty Profile				
		Sanctioned	Filled	Name	Qualification	Designation	Specialization	Experience
FRENCH	Professor	NIL	NIL	Ms.Vibha Porwal	M.A. French	Assistant Professor		4
	Associate Professor	NIL	NIL					
	Assistant Professor	1	NIL					
		9				10		
		Number of Teaching Posts		Faculty Profile				
		Sanctioned	Filled	Name	Qualification	Designation	Specialization	Experience
ECONOMICS	Professor	NIL	NIL	Ms.A.Dhanalakshmi	M.A, SLET	Assistant Professor		8
	Associate Professor	NIL	NIL					
	Assistant Professor	1	NIL					
		9				10		
		Number of Teaching Posts		Faculty Profile				
		Sanctioned	Filled	Name	Qualification	Designation	Specialization	Experience
POLITICAL SCIENCE	Professor	NIL	NIL	Ms.Tejaswini	M.A	Assistant Professor		3
	Associate Professor	NIL	NIL					
	Assistant Professor	2	NIL					

PUBLIC ADMINISTRATION	9			10				
	Number of Teaching Posts			**Faculty Profile**				
		Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
	Professor	NIL	NIL	Ms.M.Haritha	M.A ; M.Phil	Assistant Professor		3
	Associate Professor	NIL	NIL					
	Assistant Professor	1	NIL					
SOCIOLOGY	9			10				
	Number of Teaching Posts			**Faculty Profile**				
		Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
	Professor	NIL	NIL	Ms.Tinni Banerjee	M.A ; NET	Assistant Professor		8
	Associate Professor	NIL	NIL	Ms.Shalini.P.	B.Tech;M.A Sociology	Assistant Professor		2
	Assistant Professor	1	NIL					
HISTORY	**Number of Teaching Posts**			**Faculty Profile**				
		Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
	Professor	NIL	NIL	Ms.Saraswathi	M.A. M.Phil in History	Assistant Professor		35
	Associate Professor	NIL	NIL					
	Assistant Professor	1	NIL					

		Number of Teaching Posts			Faculty Profile				
		Sanctioned		Filled	Name UG Faculty	Qualification	Designation	Specialization	Experience
		UG	PG						
COMMERCE	**Professor**	NIL	NIL	NIL	Dr.R.Rajshree	M.Com, LLB, Ph.D	HOD	Marketing	19
	Associate Professor	NIL	NIL	NIL	Ms.V.Shivalaxmi	M.Com, PGDSA	Assistant Professor		18
	Assistant Professor	18	3	NIL	Ms.T.Sushma	M.Com, M.Phil, PDNCC	Assistant Professor	Finance	16
					Ms.A.Nagamani	M.Com , SET	Assistant Professor		12
					Ms.T.Syamala Devi	M.Com, M.Phil, PGDHE	Assistant Professor		11
					Ms.T.Varalaxmi	M.Com, M.Phil	Assistant Professor		9
					Ms.A.Jaishree	M.Com, SET	Assistant Professor		6
					Ms.K.Jayalaxmi	M.Com	Assistant Professor		6
					Ms.E.Mamatha	M.Com	Assistant Professor		5
					Ms.D.Kavitha	M.Com	Assistant Professor		5

				Ms.B.Kavitha	**M.Com**	**Assistant Professor**		**4**
				Ms.Sajida Khatoon	**M.Com**	**Assistant Professor**		**2**
				Ms.Sneha Singh	**M.Com**	**Assistant Professor**		**2**
				Ms.Pramila	**M.Com**	**Assistant Professor**		**2**
				Ms.Radha Badrinath (2014-16)	**M.Com, M.Phil**	**Assistant Professor**		**2**
				Ms.K.Suguna	**M.Com**	**Assistant Professor**		**1**
				Ms.P.Sharda	**M.Com**	**Assistant Professor**		**1**
				Ms.Deepika	**M.Com**	**Assistant Professor**		**1**
				Ms.Sravani	**M.Com,M.sc (Psychology) PGDM (finance)**	**Assistant Professor**		**1**
		PG FACULTY		**Ms.G.Manisha**	**MCom, MBA**	**Assistant Professor**	**Accounts& HR**	**8**
				MsD.Prasanna	**M.Com ICWA- Inter**	**Assistant Professor**	**Accounts**	**7**
				Ms.G.Geetha	**M.Com, MBA**	**Assistant Professor**	**Finance, HR**	**7**

	9			10				
	Number of Teaching Posts			**Faculty Profile**				
		Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
BOTANY	**Professor**	NIL	NIL	Dr.B.Rama Devi	M.Sc, B.Ed, Ph.D	HOD	Plant Biotechnology	13
	Associate Professor	NIL	NIL	Ms.Padmasri	M.Sc, B.Ed, (Ph.D)	Assistant Professor	Plant Physiology	10
	Assistant Professor	3	1 (Deputation)	Dr.Beena Selvaraj (2014-16)	M.Sc, B.Ed, Ph.D	Assistant Professor	Plant Physiology	25
				Ms.Sandhya Kumari Gupta	M.Sc, B.Ed,	Assistant Professor	Plant Physiology	1
ZOOLOGY		9			10			
	Number of Teaching Posts			**Faculty Profile**				
		Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
	Professor	NIL	NIL	Ms.D.Jyothi	M.Sc	HOD	Fisheries	12
	Associate Professor	NIL	NIL	Ms.Suseela Sundari	M.Sc	Assistant Professor	Sericulture	11
	Assistant Professor	3	NIL	Dr.R.K.Devi	M.Sc , PhD M.Sc , DMLT	Assistant Professor	Physiology Medical Microbiology	26

MICROBIOLOGY	9			10				
	Number of Teaching Posts			**Faculty Profile**				
		Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
	Professor	NIL	NIL	Ms.Shakuntala Tiwari	M.Sc	HOD		14
	Associate Professor	NIL	NIL	Ms.Nahida Fathima	M.Sc	Assistant Professor		9
	Assistant Professor	3	NIL	Ms.Kusuma Dorcas	M.Sc ., M.Phil Registered for PhD	Assistant Professor		15
BIOTECHNOLOGY	9			10				
	Number of Teaching Posts			**Faculty Profile**				
		Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
	Professor	NIL	NIL	Dr.Annapurna Bhavani	Ph.D	HOD	Human Genetics	22
	Associate Professor	NIL	NIL	Dr.Ashwini	Ph.D	Assistant Professor	Biotechnology	1
	Assistant Professor	2	NIL					

	9			10			
	Number of Teaching Posts			**Faculty Profile**			
	Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
Professor	NIL	NIL	Dr. Uma Chitra	M. Sc. Ph D	HOD	Foods and Nutrition	22
Associate Professor	NIL	NIL	Ms. Moumita Paul Chowdhary	M Sc PG Diploma	Lecturer Lecturer	Applied Nutrition Nutrition and Dietetics	1
Assistant Professor	3	NIL	Dr.R.K.Devi	M.Sc , PhD M.Sc , DMLT	Assistant Professor	Physiology Medical Microbiology	26

(Left vertical label: CLINICAL NUTRITION AND DITETICS)

	9			10			
	Number of Teaching Posts			**Faculty Profile**			
	Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
Professor	NIL	NIL	Dr.G.Vijayacharan	M.Sc, B.Ed, Ph.D	HOD	Inorganic Chemistry	15
Associate Professor	NIL	NIL	Ms.K.Sarala	M.Sc	Assistant Professor	Inorganic Chemistry	23
Assistant Professor	1	1 (Deputation)	Ms.S.Saritha	M.Sc	Assistant Professor	Organic Chemistry	15
			Ms.P.S.Krishnaveni	M.Sc	Assistant Professor	Organic Chemistry	14
			Ms.N.V.Swathi	M.Sc	Assistant Professor	Organic Chemistry	10

(Left vertical label: CHEMISTRY)

	9			10				
	Number of Teaching Posts			**Faculty Profile**				
	Sanctioned		**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
	UG	**PG**		**UG Faculty**				
MATHEMATICS **Professor**	NIL	NIL	NIL	Ms.Vidya Jairaj	M.Sc Maths, B.Ed.	HOD		10
Associate Professor	NIL	NIL	NIL	Ms.S.Shilpa	M.Sc Maths	Assistant Professor		9
Assistant Professor	3	3	NIL	Ms.K.Annapurna	M.Sc Maths	Assistant Professor		10
PG FACULTY				S.Radha Pyari	M.Sc Maths	Assistant Professor		8
				V.N.V. Lalitha	M.Sc Maths	Assistant Professor		6
				Y.Rupa Rani	M.Sc Maths	Assistant Professor		8
	9			10				
	Number of Teaching Posts			**Faculty Profile**				
	Sanctioned		**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
PHYSICS **Professor**	NIL		NIL	Ms.Madhavi Reddy	M.Sc., B.Ed	Assistant Professor	Microwaves	12
Associate Professor	NIL		NIL	Ms.Shabda Swaroop	M.Sc., M.Phil, B.Ed	Assistant Professor	Neural Networks	4
Assistant Professor	2		NIL					

	9				10			
	Number of Teaching Posts				**Faculty Profile**			
	Sanctioned		**Filled**		**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**

ELECTRONICS

	Sanctioned	Filled	Name	Qualification	Designation	Specialization	Experience
Professor	NIL	NIL	B. Divya Bharathi	M.Sc	Assistant Professor	Electronics	3
Associate Professor	NIL	NIL					
Assistant Professor	1	NIL					

COMPUTER SCIENCE

	9				10			
	Number of Teaching Posts				**Faculty Profile**			
	Sanctioned		**Filled**		**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
	UG	**PG**	**UG**	**PG**					
Professor	NIL	NIL	Nil	Nil	**UG Faculty**				
Associate Professor	NIL	3	Nil	3	Ms.M.Shalini	MCA, M.Phil, (Ph.D)	HOD	Neural Networks	20
Assistant Professor	6	Nil	Nil	Nil	Ms.R.Mangavani	MCA, M.Phil	Assistant Professor		17
					Ms.V.L.Chandrakala	MCA	Assistant Professor		10
					Ms.G.Sunanda	MCA, APSET	Assistant Professor		11
					Ms.R.Priyamvada	M.Sc(IS)	Assistant Professor		12
					Ms.K.Vidyalakshmi	MCA	Assistant Professor		8

COMPUTER SCIENCE	9			10				
				Ms.D.Vanisree (2006 to 2014)	MCA	Assistant Professor		5
	PG Faculty			Dr. K. Sunitha	M.Sc, M.C.A, M.Phil, Ph.D	Head, Associate Professor	Image Processing	22
				Ms. K. Lakshmi Rajyam	M.C.A, M.Tech	Associate Professor	Grid Computing	20
				Dr. B. Indira	M.C.A Ph.D	Associate Professor	Neural Networks	20

ELECTRONICS	9			10				
	Number of Teaching Posts			**Faculty Profile**				
		Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**
	Professor	NIL	NIL	Dr.Lalitha Devi	M.Sc, Ph.D	HOD	Applied Statistics	20
	Associate Professor	NIL	NIL	Ms.K.Sangeetha		Assistant Professor		10
	Assistant Professor	2	NIL					

		9				10			
		Number of Teaching Posts				**Faculty Profile**			
		Sanctioned	**Filled**	**Name**	**Qualification**	**Designation**	**Specialization**	**Experience**	
BUSINESS MANAGEMENT	**Professor**	2	1	Prof. Neela Kameswari	MBA. Ph.D	**Professor**	**Marketing**	23	
	Associate Professor	4	6	Dr.P.Maheswari	MBA. Ph.D	**Associate Professor**	**Finance**	18	
	Assistant Professor	8	6	Dr.Rama Saraswathi	MBA. Ph.D	**Associate Professor**	**Finance**	18	
				B.Shoba Rani	B.E., MBA. (Ph.D)	**Associate Professor**	**Marketing**	20	
				Dr.Asha Binu Raj	MBA. Ph.D	**Associate Professor**	**Human Resources**	14	
				Madhavi Gutha	MBA	**Associate Professor**	**Human Resources**	8	
				Nousheen Sultana	MBA (Ph.D)	**Associate Professor**	**Human Resources**	10	
				Parmeshwari Babani	MBA	**Assistant Professor**	**Finance**	9	
				Ch. Aruna	MBA	**Assistant Professor**	**Finance**	9	
				Dr. Bhakti Pawar	MBA, Ph.D	**Assistant Professor**	**Marketing**	8	
				M.Sandhya Rani	MBA	**Assistant Professor**	**Human Resources**	7	
				N.K.Kiranmai	B.Tech, MBA	**Assistant Professor**	**Human Resources**	4	
				K.V.Spoorthy	MBA	**Assistant**	**Human**	4	

				Professor	Resources	
	11	**12**	**13**	**14**	**15**	**16**
Department	**List of Senior Visiting Faculty**	**% of lectures delivered and practical classes handled by temporary faculty**	**Student-Teacher Ratio**	**Number of academic support staff (technical) and administrative staff; sanctioned and filled**	**Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG**	**Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**
English	NIL	NIL	80:1	B*, C*		NIL
Hindi	NIL	NIL	95:1			NIL
Telugu	NIL	NIL	120:1			NIL
Sanskrit	NIL	NIL	160:1			NIL
French	NIL	NIL	15:1			NIL
Economics	NIL	NIL	50:1			NIL
Political Science	NIL	NIL	50:1			NIL
Public Administration	NIL	NIL	45:1		Same as point 10	NIL
Sociology	NIL	NIL	20:1			NIL
History	NIL	NIL	30:1			NIL
Modern Language	NIL	NIL	30:1			NIL
Commerce	NIL	NIL	85:1	B*, C*		NIL
Botany	NIL	NIL	60:1	B*, C*		NIL
Zoology	NIL	NIL	60:1	B*, C*		NIL
Microbiology	NIL	NIL	67:1	B*, C*		NIL
Biotechnology	NIL	NIL	25:1	B*, C*		NIL

	11	12	13	14	15	16
Clinical Nutrition and Dietetics	NIL	NIL	50:1	B*, C*		NIL
Chemistry	NIL	NIL	60:1	B*, C*		NIL
Mathematics	NIL	NIL	60:1	B*		NIL
Physics	NIL	NIL	60:1	B*, C*		NIL
Electronics	NIL	NIL	35:1	B*, C*	**Same as point 10**	NIL
Computer Science	NIL	NIL	60:1	B*, C*		NIL
Statistics	NIL	NIL	70:1	B*, C*		NIL
Business Management (PG)	NIL	NIL	15:1	B*		NIL
M.Com (PG)	NIL	NIL	24:1	B*		NIL
Mathematics (PG)	NIL	NIL	24:1	B*		NIL

Note: Common Administrative Staff, System Administrator and Placement Officer, B*- Attender, C*-Lab Technician

Department	17 Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	18 Research Centre /facility recognized by the University	19 Publications a) National b) International	20 Areas of consultancy and income generated	21 Faculty as members in a)National committees b) International Committees c) Editorial Board	22 Student projects: a)Percentage of students who have done in-house projects including inter departmental/programme b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies
English	NIL	NIL	NIL	NIL	01	a) 30-40%, b) NIL
Hindi	NIL	NIL	NIL	NIL	NIL	a) 20%, b) NIL
Telugu	NIL	NIL	NIL	NIL	NIL	a) 10%, b) NIL
Sanskrit	NIL	NIL	NIL	NIL	NIL	a) 20%, b) NIL
French	NIL	NIL	NIL	NIL	NIL	NIL
Economics	NIL	NIL	3	NIL	NIL	NIL
Political Science	NIL	NIL	NIL	NIL	NIL	a) 60%, b) NIL
Public Administration	NIL	NIL	NIL	NIL	NIL	a) 35%, b) NIL
Sociology	NIL	NIL	NIL	NIL	NIL	a) 30%, b) NIL
History	NIL	NIL	a) 3, b) 1	NIL	a) 3. b) 1	a) 30%, b) 20%
Modern Language	NIL	NIL	NIL	NIL	01	a) 30-40%, b) NIL
Commerce	NIL	NIL	a) 11	NIL	NIL	NIL
Botany	NIL	NIL	a) 4, b) 3	NIL	NIL	NIL

	17	18	19	20	21	22
Zoology	NIL	NIL	NIL	NIL	NIL	NIL
Microbiology	NIL	NIL	a) 2	NIL	NIL	a)15%, b)NIL
Biotechnology	UGC-1 Fund-4.10 lakhs	NIL	NIL	Rs 60,000 was generated through bilateral consultancy	NIL	a)10%, b)NIL
Clinical Nutrition and Dietetics	Kansas University-1 Fund -70,000/- , College-50,000/-	NIL	a) 7, b) NIL	NIL	Vice President of the Indian Dietetic Association	NIL
Chemistry	NIL	NIL	a) 8, b) NIL	NIL	NIL	NIL
Mathematics	NIL	NIL	NIL	NIL	NIL	NIL
Physics	NIL	NIL	NIL	NIL	NIL	a) 60%, b) NIL
Electronics	NIL	NIL	NIL	NIL	NIL	a) 70%, b) NIL
Computer Science	NIL	NIL	a) 8, b) NIL	NIL	NIL	NIL
Statistics	MRP by UGC-1	NIL	a) NIL, b) 2	NIL	NIL	a)NIL, b)2%
Business Management (PG)	MRP by UGC-1	NIL	NIL	NIL	NIL	100%
M.Com (PG)	NIL	NIL	a)6, b)NIL	NIL	NIL	NIL
Mathematics (PG)	NIL	NIL	NIL	NIL	NIL	NIL

Department	23 **Awards / Recognitions received by faculty and students**	24 **List of eminent academicians and scientists / visitors to the department**	25 **Seminars/ Conferences / Workshops organized & the source of funding a) National b) International**
English	NIL	**Prof. Sumita Roy Prof. Rachel Sauer Mr. Armaan Farid Prof. Vijay Kumar Dr. V. Sreenath Chary Dr. Venugopal Reddy Ms. Lalitha Kumari**	**Workshop-2 funded by Institution Workshop-1 funded by WE Business School Conference-1 funded by Institution**
Hindi	NIL	NIL	NIL
Telugu	NIL	**Dr.V.Jyothirmayee**	NIL
Sanskrit	NIL	**Dr. Bhavanarayana Khandala**	NIL
French	NIL	NIL	NIL
Economics	NIL	NIL	NIL
Political Science	NIL	**Prof. G. Ram Reddy, Prof. Y. Jyostna Prof Kauser**	NIL
Public Administration	NIL	**Prof. Amarender Prof. Ram Reddy Dr. CV Narsimha Reddy**	NIL
Sociology	NIL	**Sri. P.R. Ganesh**	**Workshop-1 funded by NGO Workshop-1 funded by Institution**

	23	24	25
History	Ms.S.Saraswati for presenting a paper on Holistic Learning and Quality Enhancement at St. Francis College, Secunderabad	Dr.Scott Kugle Dr.T.A. V Murthy Prof. Laxman Satya	NIL
Modern Language	NIL	NIL	NIL
Commerce	Ms.Manisha Jain - cash prize of Rs.100,000 - Essay writing competition Ms.Sharmil - 4th place - at the Public Speaker contest	Dr.Radhika Meenakshi Mr. Sumeet Naik Mr. Badrinath	NIL
Botany	NIL	NIL	NIL
Zoology	NIL	NIL	NIL
Microbiology	Kiran Agarwal(MBC) Secured 16 th rank in PG.Entrance Exam	Dr.Sandeepta Burgula Prof. Vidya Rajesh Dr.C.Revathi Dr. K. Arvind Kumar Dr. Chandana Pal	National Seminar - collaboration with Biozeen - Funded by: DBT, TSCHE and TSCOST.
Biotechnology	Faculty: 2 Students Awards: 10 Recognition: 2	Dr.B.Bikshapati Dr. Aravind Bhattacharya Dr.Prasad Dr.Hari Tamanna Dr.Vidya Rajesh	Seminar:1 Funding: DBT, Govt. of India, TSCOST, Hyderabad. & TSCHE, Hyderabad
Clinical Nutrition and Dietetics	Faculty: 3 Students Awards: 5	Dr. G. Surya Prakash Dr. Manoj Gerela Dr. Nitin Rao Dr. Nirmala Jesudason Dr. Malathi Sivaramakrishnan	State Level Workshop - Sponsored UGC, Seminar: Dept hosted academic meet of The Indian Dietetic Association, AP Chapter

	23	24	25
Chemistry	**Faculty: 2** **Students Awards: 10** **Recognition: 2**	**Prof. Sarala Devi** **Dr. G. Narahari Sastri**	NIL
Mathematics **(PG)**	NIL **Student - 1**	**Sri N.Krishnamurthy** **Dr. N. Balakrishnan**	NIL **Workshop – Funded by Institution**
Physics	NIL	NIL	NIL
Electronics	NIL	NIL	NIL
Computer Science	NIL	**Dr. N. Balakrishnan**	NIL
Statistics	NIL	**Prof. K.Visweswara Rao** **Prof. Murali Rao** **Prof.U.V.Somayajulu** **Dr.Debarshi**	NIL
Business Management (PG)	**Faculty Award : 1 Faculty** **Recognition: 2**	**Mr.Manas Ranjan Mohanty** **Mr.Sai Prasad** **Prof. A.Veena Rani** **Mr.Adinarayana Rao** **Mr.Prabhakar** **Ms.Bhavana Ravi Kumar** **Dr.Sudha Vepa** **Mr.Rajan** **Dr. Mahendra Ramadasi** **Ms.Satya Nagesh Ayyagari**	**National Seminar - Funding for** **Proceedings - NABARD –** **Rs. 25,000**
M.Com (PG)	**Student -2**	**Prof. Satyanarayana** **Prof. Patrick** **Prof. Usha Kiran** **Dr. Sri Prabha**	NIL

Department	26 Student profile programme/course wise	27 Diversity of Students	28 How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?	29 Student progression % a) UG to PG b) PG to M.Phil. c) PG to Ph.D. d) Ph.D. to Post-Doctoral Employed e) Campus selection f) Other than campus recruitment g) Entrepreneurship/Self-employment	30 Details of Infrastructural facilities a) Library b) Internet facilities for Staff & Student c) Class rooms with ICT facility d) Laboratories
					Note: a), b), c) are common
English				a)40 b)10 e)20 f)30 g)10	d) - 1
Hindi				a)2 e)25	
Telugu				a)15 b)10	
Sanskrit	**Refer Criteria 2.16 and 5.2.2**	**There are one NRI and two foreign students in the college for 2016-17**	**NIL**	a)17 b)10	
French					
Economics				a)2 e)2 f)30	**NIL**
Political Science				e)10	
Public Administration				a)20 e)20 f)10 g)5	
Sociology				a)20 b)15 e)10	
History			4	a)50 b)20 c)20 d)10 e)20	

	26	27	28	29	30
Modern Language	**Refer Criteria 2.16 and 5.2.2**		**NIL**	a)40 b)10 e)20 f)30 g)10	d) - 1
Commerce				a)50 e)75 f)10	
Botany				a)40 e)15	d) - 1
Zoology					d) - 1
Microbiology	**Refer Criteria 2.16 and 5.2.2**	**There are one NRI and two foreign students in the college for 2016-17**	**NIL**	a)14 e)38	d) - 2
Biotechnology			**National Examinations: 10 State Examinations: 3 70 % of the students cleared OU PG-CET**	a)75 e)50 f)10	d) - 1
Clinical Nutrition and Dietetics			**NIL**	a)40 e)27 f)10	d) - 1
Chemistry		**NIL**		a)40 e)20	d) - 2
Mathematics				a)40 e)30 f)10	
Physics				a)10 e)20	d) - 1
Electronics				a)20 e)20 f)15	d) – 1
Computer Science				a)50 e)20	d) - 5
Statistics				a)10 e)25	d) - 1
Business Management				e)60	d) - 1

Department	31 **Number of students receiving financial assistance from college, university, government or other agencies**	32 **Details on student enrichment programmes (special lectures / workshops / seminar) with external experts**	33 **Teaching methods adopted to improve student learning**	34 **Participation in Institutional Social Responsibility (ISR) and Extension activities**
English		Workshop – 3 Conference -1		
Hindi				
Telugu		Telugu Day Celebration		
Sanskrit		Seminar - 1		
French		Seminar -1		
Economics		NIL		
Political Science		Guest Lecture - 1		
Public Administration	Refer Criteria – V 5.1.2	Guest Lecture - 1	Refer Criteria – II 2.3.1	All the staff and students are involved in the ISR activities such as Haritha Haram, Swachh Bharat and volunteering during demonetization. Some departments have their specific community connect programmes
Sociology		Workshops-2 Exhibitions:02 Outreach programmes:01		
History		Workshops-2 Orientation Lecture-2 Seminars-1 Field Trips-3 Exhibition-2		
Modern Language		Workshop – 3 Conference -1		

	31	32	33	34
Commerce	**Refer Criteria – V 5.1.2**	**Workshop - 1** **Quiz - 1** **Outreach Program - 1** **Seminar -2** **Exhibition - 2**	**Refer Criteria – II 2.3.1**	**All the staff and students are involved in the ISR activities such as Haritha Haram, Swachh Bharat and volunteering during demonetization. Some departments have their specific community connect programmes**
Botany		**Extension Lectures - 1** **Special Lectures - 2** **Field Trips - 3** **Bio-Club activities - 2**		
Zoology		**Extension Lectures - 2** **Special Lectures - 2** **Field Trips - 3** **Bio-Club activities - 2**		
Microbiology		**National Seminar - 1** **Guest Lecture - 1**		
Biotechnology		**Workshops - 3** **Special Lectures - 2** **Seminars - 2** **Field Trips - 1**		
Clinical Nutrition and Dietetics	**Refer Criteria – V 5.1.2**	**Workshops - 1** **Special Lectures - 5** **Seminars - 1** **Field Trips - 5**	**Refer Criteria – II 2.3.1**	**Same as above**
Chemistry		**NIL**		
Mathematics		**Guest Lecture – 3** **Workshop - 1**		

	31	32	33	34
Physics		Workshops - 3 Special Lectures - 3 Out Reach Prog -3 Field Trips – 1 Poster/PPT-2/1 Exhibition - 4		
Electronics		Workshops - 3 Special Lectures - 3 Out Reach Prog -3 Field Trips – 1 Poster/PPT-2/1 Exhibition - 4		
Computer Science	**Refer Criteria – V 5.1.2**	Workshops - 3 Quiz - 1 Seminar - 2 Field Trips – 1 Poster/PPT-2/5	**Refer Criteria – II 2.3.1**	**All the staff and students are involved in the ISR activities such as Haritha Haram, Swachh Bharat and volunteering during demonetization. Some departments have their specific community connect programmes**
Statistics		Field Trips -2 Workshop – 2 Field – 2 Seminar – 1		
Business Management		National Seminar - 1 Workshops - 5 Special Lectures - 3 Guest Lectures – 6 FDP – 2 Seminar – 1		

35.   SWOC analysis of the department and Future plans

Department of English	
Strengths	A generally changing perception of the importance of English and communication skills in securing gainful employment. Well-planned syllabus, covering Listening, Speaking, Reading and Writing skills. English Laboratory that provides opportunity to practice correct pronunciation Co-operation coordination between staff
Weakness	Lack of time for focusing more on functional communication.
Opportunities	Technology supports learning through audio-visual (videos, charts etc.) and interactive sessions.
Challenges	Students from Telugu medium background are disadvantaged more than others. Large class-strength limits opportunities for personal attention. Student focus on core subjects. Most students are first generation literates and have limited exposure to English outside the classroom.
Future Plans	Organizing more plays and theatre presentations. Conducting Spoken English Programmes which can be run in the existing Language Lab. Organizing book-reading sessions Organizing workshops to develop Listening-Speaking-Reading-Writing (LSRW) skills.
Department of Hindi	
Strength	Being a National language, it has its importance. Being in proximity to Cantonment area , many students from Defence Background and from Kendriya Vidyalayas, who already have a good foundation in Hindi take Hindi as second language. Knowledge of good Hindi is beneficial when students join Armed forces and Central government services.
Weakness	Comparatively, there has not been much emphasis on creative writing.
Opportunities	Conducting sessions to make students aware of the scope of Hindi in seeking jobs as: Hindi Officers, Translators, Lecturers, News – Reporters, Journalists and Anchors.
Challenges	Hindi has become the second priority as option due to emphasis on the regional language. Large strength in class-rooms makes it difficult to pay individual attention.
Future Plans	Organizing Seminar/workshops at national level. Organizing 'Kavisammelan' for encouraging creativity among students

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Department of Telugu	
Strength	Being a State language and maximum number of people in the State speaking this language a large number of students opt for Telugu as their Second Language. Mother Tongue of majority of students joining the college is Telugu. After English, it is the most spoken language in the college.
Weakness	Did not have many guest lectures in the department relating to the subject as well as career opportunities.
Opportunities	Indian Administrative Service offers Telugu as a language in Mains and maximum number of candidates who choose Telugu are selected. Plenty of Job opportunities are available in Government offices and Educational Institutions.
Challenges	The fundamentals in written language are poor, so there is a need to improve basics.
Future Plans	To conduct seminars and workshops for students regularly To explain importance of mother tongue and its need. To improve the written and spoken skills.
Department of Sanskrit	
Strength	It is a mother of all Indo-European languages. It is a very logical language and compatible with computers and its applications. Large number of students opting for Sanskrit. Importance of Sanskrit is now growing with Central government making it a compulsory language in schools. Spoken Sanskrit as a part of classroom teaching.
Weakness	There is not much opportunity to use the language in daily life.
Opportunities	Scope for conducting workshops on career options in Sanskrit.
Challenges	Presence of large number of students in each class as it is the most opted second language. Not one of the spoken languages.
Future Plans	Programs to encourage the usage of Sanskrit. Using innovative teaching methods to emphasize the importance of Sanskrit.
Department of French	
Strength	Useful language in all the five continents. Great demand specially with "Make in India" projects.
Weakness	Students not much aware of its benefits.
Opportunities	Many "Multi National Companies" employing people with knowledge of French

Challenges	To inspire and motivate students to take up the language and learn a new language without making it seem like an additional burden
Future Plans	Motivate them to join the course at the University , where after two years of French in undergraduation they are given admission directly to Senior Diploma Course. The present syllabus is equivalent to A2 level of DELF Motivate them to pursue a career as a translator as France is the third largest investor in India, hence there is a great demand for French speaking people. Show French movies and documentaries so that their oral comprehension is improved and their knowledge of French culture is deepened.

Department of Economics	
Strength	Student – teacher ratio is 50:1, which enables teachers to pay extra attention to average and below average students. The Bridge courses offered to students from science background enable them to grasp the scientific concepts of economics easily.
Weakness	Need more emphasis on student involvement and participation in the subject oriented activities.
Opportunities	Economics is a universal subject and good economists have scope for good career advancement and higher education as well trained Economists are required in Government sectors, public, private, MNC's, BPO's, teaching, banks, research etc.
Challenges	Lack of interest in the course in certain section of students.
Future Plans	Conducting guest lectures/seminars/orientation programmes by inviting experts in the field. Conducting special classes for students appearing for PG entrance exams.

Department of Political Science	
Strength	Political Science is a very important subject in civil services and is the most sought after option in Humanities.
Weakness	Students can be provided more practical and on-the-field experience. Not many guest lectures were arranged
Opportunities	Students can be involved in research projects in various areas of Political Science, both in national and global context, for e.g., United Nations, International Relations and comparative government studies etc. Scope for appearing for Civil services, and Group I and II exams.
Challenges	Students coming from other streams/core areas find it difficult to comprehend the subject.
Future Plans	Conducting awareness programmes on election process for first- time voters. Encouraging membership in the student bodies, youth forums and government initiatives thus enabling students to become

	responsible citizens of the nation. Organizing Mock United Nations (MUN), Mock Elections and Mock Parliament etc.
Department of Public Administration	
Strength	Students are interested in Public Administration as it is one of the oldest branches of Social Sciences, dealing with the administration of the government and framing and implementation of policies.
Weakness	There is difficulty in seeing the transparency of the administrative affairs.
Opportunities	There are plenty of opportunities in the Civil Services and Group I and Group II.
Challenges	Students coming from rural background may find the subject difficult due to lack of communication.
Future Plans	The future plan of the department is to guide students for research on Urban Planning and Urban Development, Human Resource Management etc.
Department of Sociology	
Strength	Relevant and interesting subject which students can easily relate to Small classroom strength lends itself to good student-teacher interaction Subject easily lends itself to sensitization towards gender, racial and socio-economic issues
Weakness	Students refrain from putting in much effort as they see the subject as easy, being related to real life
Opportunities	Opening in Civil Services and Group I and II as officers and in NGOs Potential to take up counseling
Challenges	As students are girls, they need to break free from old perceptions themselves, first.
Future Plans	To take students for village visits In-depth interaction with NGOs Invite IAS Officers and Social workers to give a talk on the nature of opportunities in these fields
Department of History	
Strength	More students are attracted towards History due to the increased demand of Environmental History and other streams like Archaeology, Art, History, Museology, Archival Studies and Library Networking. The students are taken to field trips, museums and galleries
Weakness	The students are not aware of emerging areas like Marginalized History and Women Studies etc. Tools for historical research are limited.
Opportunities	Students are encouraged to develop their own cultural tourism website.

	Scope for research projects, Radio talks, and Heritage and Culture series, Media studies, Documentaries, Archeological Surveys and Cultural tourism.
	History being the major Elective, students can appear for Civil Services
Challenges	Inconsistency in students' interest for field trips as it involves travel to remote areas.
Future Plans	Basic course in Public Relations and special B.Ed for intellectually challenged students.
	Training students for radio talks (Yuvavani) and programs such as Youth Peace Fest and Youth for Smart India, Vision 2020 and Citizens Journalism.
Department of Modern Language	
Strength	Smaller strength of classes enables greater student-teacher interaction and knowledge of students who require extra attention.
	Teacher –student ratio of 1:30 is more conducive to higher learning outcomes.
	Well-structured syllabus engages student interest.
	Better mentoring because of small strength
Weakness	First generation literate students with limited exposure to English and insular culture, challenges comprehension of Western cultural concepts .These need to be explained in greater detail.
Opportunities	Studying Modern language is seen as a stepping stone to becoming a Lecturer or Teacher of English –a large number of students express this as a highly desirable goal.
	Studying Modern Language (Literature) is perceived as a means to improving English skills and Life skills.
Challenges	Student background is a major challenge. Their lack of exposure to English in general and British and western culture could lend some level of difficulty in comprehension, requiring more efforts from teachers.
Future Plans	Increase student-centric learning.
	Ex: pair-work, group discussion, paper presentations
	Expose students to more plays and theatre presentations
	Procure Spoken English Programmes which can be run in the existing Language Lab
	Organize book-reading sessions
	Organize workshops to develop LSRW skills
Department of Commerce	
Strength	Demand for Commerce education.
	Committed faculty.

	Coordination and team work among faculty.
Weakness	Large class strength limits the scope for personal attention
Opportunities	Students of Commerce have immense job opportunities.
	Practical exposure through club activities given.
	Experts from industry address the students periodically.
	Regular counseling done for students.
Challenges	Most students are of first generation and from diverse background. They need personalized attention.
	To channelize energies of these students into the right direction.
	Lack of communication skills.
Future Plans	MOU's with many more organizations
	To conduct a National Seminar
	Plan to facilitate internships in reputed organizations for final year students.
	Enable learning using practical/ real life approach than text books.
	To contribute more towards community through club activities.
Department of Botany	
Strength	Well equipped laboratory
	Two botanical gardens with their nomenclature give practical exposure
Weakness	Lack of Minor Research projects
Opportunities	Increasing demand for herbal products and orientation towards practical aspects of these in the bio-club
Challenges	To continue to attract students to basic sciences
Future Plans	To conduct workshops
	To motivate students towards research
Department of Zoology	
Strength	Well Equipped laboratories
Weakness	Lack of Minor Research projects
Opportunities	Involvement in practical aspects of the subject in the Bio-club activities.
	Maintenance of Vermicompost.
Challenges	Motivating students to take up basic sciences

Future Plans	Involving students in research projects Conducting seminars and workshops.
**Department of Microbiology**
Strength	Well equipped labs, Hands on practical experience, Students projects, Inter-departmental activities
Weakness	
Opportunities	Research Projects, Visits to Industries, Community connect
Challenges	Greater involvement of students in research
Future Plans	Minor research projects by faculty MoU's with industry
**Department of Biotechnology**
Strength	Interdisciplinary nature of subject and faculty, Applied nature of the Programme, Basic infrastructure facility like labs, Tissue culture facility, In-house research centre, Funding from UGC, Linkages with industries, academic and research institutes and MoU with Industry.
Weakness	Faculty attrition rate is high and there are issues to deal with because of frequent change in faculty
Opportunities	Collaborative research projects with other institutes and industries. Use laboratory for promoting science among younger generation in the specific area.
Challenges	Creation of more academic space and job orientation with practical skills Creation of high tech laboratory for Biotech research. Fund generation for self sustainability.
Future Plans	Strengthening the Infrastructure, faculty position and creating a high-tech laboratory facility in a common thrust area. Generate more funding through national funding agencies, Industries and consultancy projects.
**Department of Clinical Nutrition and Dietetics**
Strength	Well-equipped lab, Qualified faculty with international exposure Innovative teaching methods HoD, as a member of the Board of Studies of Osmania University was instrumental in framing the syllabus.
Weakness	The need for more research projects involving students.
Opportunities	Collaborations with industry for student projects and placement.

	Rising health consciousness among the public
	Nutritional advice to sports persons, celebrities, employees of multinational companies and gymnasiums
Challenges	Hospitals setting up colleges with courses in clinical nutrition pose a challenge in attracting students
Future Plans	To start a certificate course in sports nutrition.
	UGC funded research project to study the snacking patterns of school children.
	Inter college poster contests.
Best Practices	**Earn while you learn** Program to teach entrepreneurship skills.
	Conduct nutrition education programs in the neighbourhood.
	Department of Chemistry
Strength	Qualified and Experienced Staff, Well Established Laboratories, Application Orientation.
	Innovative teaching practices like reaction mechanism explained through Skit, magic shows and Flash Mobs.
	By using models to visualize molecules and their geometry and reaction mechanism
Weakness	Lack of industrial orientation in the curriculum
Opportunities	More opportunities for alternative courses like drug designing, quality control analysis, research and development
Challenges	Teaching Chemistry to large number of students effectively.
	Preparing the students to meet industrial requirements.
	Establishing industrial collaborations
Future Plans	To enhance research aptitude in students.
	To organize seminars for students on recent trends.
	Trying to establish collaborations with Industries.
	Department of Mathematics
Strength	Core Subject, Dedicated Staff, Focus on weak students.
Weakness	Less Frequency of conducting seminars and lectures.
Opportunities	To engage active and enterprising students in real-life projects
Challenges	Motivating students for higher education and competitive exams.
Future Plans	Encourage students for higher education
	Preparation for competitive exams
	Introduction of MATLAB for practicals

	Increased reference work
	Department of Physics
Strength	The department has excellent lab facilities. Hand-on-training during club activities
Weakness	The department faces a huge challenge in maintaining good results.
Opportunities	Students opting the course have opportunities in the IT sector, research and teaching.
Challenges	The faculty conducts extra classes to finish the syllabus.
Future Plans	Increase student involvement in teaching-learning process by conducting more exhibitions, student presentations and field trips. To encourage peer interaction between students, by encouraging student participation in inter-college debates and quiz Research activity is to be taken up by staff and students.
	Department of Electronics
Strength	The department has excellent lab facilities. Hand-on-training during club activities.
Weakness	The department faces a huge challenge in maintaining good results.
Opportunities	Students opting the course have opportunities in the IT sector, research and teaching.
Challenges	The faculty conducts extra classes to finish the syllabus.
Future Plans	Increase student involvement in teaching-learning process by conducting more exhibitions, student presentations and field trips. To encourage peer interaction between students, by encouraging student participation in inter-college debates and quiz Research activity is to be taken up by staff and students.
	Department of Computer Science
Strength	Spacious Labs with latest systems, with required software, ICT, Internet and UPS facilities.
Weakness	Student Internships
Opportunities	For Higher Education and recruitments, students learn 2-D Animation course to help in employment.
Challenges	To motivate students to work on projects To maintain good results.
Future Plans	To explore consultancy options. To collaborate with companies for student Internships. To encourage students for higher education and competitive exams.

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	To introduce App Development Programs.
Department of Statistics	
Strength	Application oriented subject Course in demand Going beyond the curriculum-project works
Weakness	Able to motivate only few students in projects
Opportunities	To work on live projects. Learning the latest statistical software
Challenges	The intake of students is highly skewed, making it a challenge in addressing the needs of different levels of students.
Future Plans	To motivate students for higher education and further job oriented training. Conducting orientation programs for using various statistical software.
Department of Business Management	
Strength	Well qualified faculty Good infrastructure
Weakness	Socio-economic background of students Lack of academic autonomy
Opportunities	Diverse employment opportunities in manufacturing and services sectors Scope for social entrepreneurship Increased employment opportunities in logistics and e-commerce
Challenges	Latest Specializations in MBA courses, where there is more scope for learning and employability
Future Plans	To start specialized diploma courses To have an entrepreneurial cell- A start up enabler To conduct financial literacy workshops on regular basis in association with RBI

POST ACCREDITATION INITIATIVES

The institution made a conscientious effort in the last four years towards quality enhancement in all spheres, particularly in the areas of teaching learning and research and extension, as recommended by the NAAC peer team in the previous cycle. The recommendations of the team and suggestions made by the eminent and experienced members of the IQAC were used to guide the post accreditation initiatives. Prominent among the initiatives are:

➢ Developing a realistic future plan

➢ A stated quality policy

➢ Increase in staff salaries by an average of 60%

➢ Enhancement of retirement age for unaided staff to 60 years

➢ Starting a Research Centre – Kasturba Integrated Research Centre

➢ Online modules for collection of feedback

➢ Starting subject related clubs as well as general clubs.

➢ Emphasis on Minor Research Projects, Paper Publications, Seminars and Workshops funded by UGC, DBT, NABARD, LIC etc.

➢ Setting up of Consumer club and also an Entrepreneurship club in collaboration with National Entrepreneurship Network (NEN)

➢ Counseling cell : MoU with 'Darshika' for professional counseling.

➢ Weekly assemblies conducted by each department on rotation to improve public speaking skills of students.

➢ Strengthening our Institutional Social Responsibility: replacing beauty competitions with felicitation of outstanding outgoing students.

Our Action plan is focused on the following :

To build a brand for the college which imparts value based education empowering women towards Nation Building. The institution directs its effort towards the following key areas:

Faculty Excellence:

➢ A number of Faculty Development Programmes were conducted for skill enhancement in respect of teaching-learning methods and personality development. This helped in improved performance of faculty in terms of involvement with institutional activities apart from adopting innovative methods of teaching. This is reflected in increased number of paper publications, participations in seminars and paper presentations, innovative

methods of teaching through club activities and conduct of assembly proceedings.

➢ To motivate faculty towards professional growth, they are compensated monetarily for improved qualifications and achievements apart from recognition and appreciation. A good brand image helps in attracting and hiring good faculty and internal brand building helps to retain them. Participative management, recognition of their contribution to the institution has helped in strengthening internal branding. It would have been difficult to retain good faculty based on monetary compensation alone. Staff attrition is insignificant, manifesting our efforts towards staff retention. The Human Resource Information System (HRIS) in the college facilitates the Head of the Institution to get information relating to human resources in the college, which facilitates immediate recognition of their achievements, compensation etc. This plays an important role in internal brand building.

Academic Excellence:

A constant effort is made for all-round development of students to contribute productively to the society.

➢ An innovative practice which had a significant impact on the learning of students was starting clubs in the college. There is no formal teaching on Friday afternoons in the college and this time is allocated for club activity. It is mandatory for students to be a member of at least one club. There are subject related clubs as well as general clubs. Students get hands-on training in the clubs on various subjects they learn in their class rooms. For eg. An Electronics student who makes an LED Light or security system will never forget what she has learnt. Performance of students who participated seriously in club activities is reflected in the results and entry into good institutes for further learning and good placements.

➢ All the developmental initiatives of the governments like Swachh Bharat or Haritha Haaram are taken up by our environment club earnestly and internalized in the institution. Local residents, police etc involve in these activities.

➢ To build a strong community connect we involve in a lot of social activity in collaboration with NGOs, local residents and other institutions. During demonetization our students took the initiative to volunteer at the banks in the neighbourhood and on a request from the Chief Manager of SBI, promoted the "SBI Buddy" app – mobile e-wallet.

Administrative Excellence:

➢ There is a Management Information System in the college for faster effective dissemination of information. The computer department was very helpful in the development of an effective Management Information System.

➢ A conscious attempt was made to strengthen the support system for faculty to perform better. Job descriptions were given and importance of timely help and support was explained to them.

➢ Time frames were fixed for tasks to be handled in the office, thereby increasing the efficiency and expediting the office work. For addressing any complaints pertaining to infrastructure there is a complaint book in the office. Once a complaint is lodged with the superintendent redressal process starts the same day. Minor issues are resolved immediately but major issues which need management attention go through the approval process before being addressed.

➢ Students and other stakeholders are intimated about the e-mail id to provide for any suggestions and complaints to them : kgcwsuggestions@gmail.com

➢ With a change in policy of aided colleges, and a steep decrease in aided staff, there was a need to rationalize and close down unviable courses. New courses which are in demand were started for financial stability to raise the remuneration of the unaided staff. This was inevitable, particularly to retain experienced and good faculty. This exercise resulted in closure of M.Sc Chemistry and MCA Courses and starting M.Sc Mathematics, M.Sc Computer Science at the PG level and at the degree level closure of B.Sc MCCs and reintroducing B.Sc MPC. Salaries of unaided teaching and non-teaching staff were substantially increased by 60%.

➢ Installing a Management Information System (MIS) is helping in taking timely decisions and formulating policies.

➢ The Human Resource Information System supports in effective decision making related to various Human Resource Management functions and also provides quick information on staff achievements in terms of professional progress as well as achievements of their departments. Recognition by the institution positively motivates the faculty.

➢ Providing an exclusive email address, kgcwsuggestions@gmail.com, for the stakeholders to communicate their complaints and suggestions speeds up the corrective measures to be taken and also acts as a source of information.

➢ Establishing the "Kasturba Integrated Research Centre", an initiative of the faculty involved in the Bio-club, is a first step towards strengthening consultancy services. The research center provides a platform for students and faculty to engage in research actively by involving them in the projects at the research centre. Students involved in research projects are encouraged to present their research findings in seminars and conferences. The on-going projects in Kasturba Integrated Research Centre (KIRC) funded by UGC and Industry has led to collaborations and signing MoUs with Industries for sharing research facilities and to explore mutual consultation services.

➢ Students are encouraged to propose innovative ideas for research and extension activities, and as a consequence 8 students submitted their innovative research ideas at Ideathon competition which is part of Nobel prize series 2017 organized by the Department of Biotechnology, Government of India and Government of Gujarat, out of which, 3 projects were selected. The college sponsored the travel and other expenses for these students.

➢ The academic and general clubs provide an opportunity for students to showcase their creativity and innovation. Incentives in the form of recognition and awards are given to them.

➢ Meetings are conducted specially to encourage and counsel the teachers to apply for research projects and seminars. This resulted in significant increase in papers presented and published, approval of 4 Minor Research Projects from UGC, conducting of National seminars -on Bioprocess Engineering sponsored by DBT, TSCOST and TSCHE, on Financial Literacy sponsored by various agencies including NABARD and LIC and a State Level Workshop on "Preventing and Managing Cardiovascular disease" sponsored by UGC.

➢ Class teachers are identified for each class and apart from that, mentoring takes place during club activities where there is proximity between the teacher and students. It has been observed that the teaching process has become more informal due to interactions between the teachers and students in club activities. This has facilitated better mentoring.

➢ The first Consumer Club in Telangana was inaugurated by the Commissioner of Consumer Affairs Mr.Parthasarathy, IAS., in the college and an exhibition for creating consumer awareness was part of the programme. Every year the consumer club focuses on one specific issue, and the process of registering complaints with the Consumer Forum is also explained.

➢ The Entrepreneurship club consistently conducts a 'Fair' of hand made things every year, where students learn planning, organizing, marketing, accounting, costing etc and the returns are given to an orphanage. They have collaborated with National Entrepreneurship Network(NEN) and conducted Seminar on Business Plan Presentations. Experts from Bombay Stock Exchange(BSE) and Karvy Stock Broking are also invited to conduct workshops and lectures.

➢ Gender sensitization course has been included in the formal curriculum for Degree I Year students in their second semester. However, experts and social workers in the area are invited to conduct sessions for students periodically.

➢ A counseling cell is active in the college which has been constituted in collaboration with 'Darshika' an NGO which has qualified counselors who visit the college once a fortnight. The students register for counseling with the faculty who are members of counseling cell. Apart from this, the

Principal and Senior faculty counsel students where necessary, particularly when parents approach us with some behavioral issues of their wards.

➢ The College started a basic course in Public Relations with the Association of Public Relations Society of India and a course in Entrepreneurship in collaboration with National Entrepreneurship Network. UGC will be approached for funding these programmes.

➢ The college facilitates conduct of coaching class for bank exams and other competitive exams in the college premises. We also have Spoken English classes for students.

➢ Placements have shown an upward trend in the last four years not only in terms of increase in numbers, but also in terms of more companies approaching us for recruitments.

➢ Our efforts are reflected in improved performance of the students. Some of our students got entry into good national level institutes for further learning and topped the O.U PG entrance exam in Science stream. In the year 2014, our B.Com and B.A (ESL) students were the University toppers in their respective streams.

➢ Involvement of students in projects and presentations boosts their confidence levels and this resulted in selection of three of our student projects for the Nobel Prize Series which was conducted in India for the first time.

➢ Values instilled and insistence on quality also reflected in the up gradation of our cultural activities. Our students win prizes not only in intercollegiate competitions, but also in competitions conducted by the Cultural Department of the Government, Municipal Corporation of Hyderabad and the Police Departments. One of our students represented O.U in the Intervarsity singing competition held in Madhya Pradesh. One of them performed at the Republic Day parade, where she was selected to represent India in a cultural meet held at Russia.

➢ Our efforts have resulted in improved performance as mentioned above, yet we see scope for improvement in consultancy, internships and starting new courses.

KASTURBA GANDHI DEGREE & P.G. COLLEGE FOR WOMEN

(Estd. 1973)

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

WHERE SEEDS OF LEARNING GROW
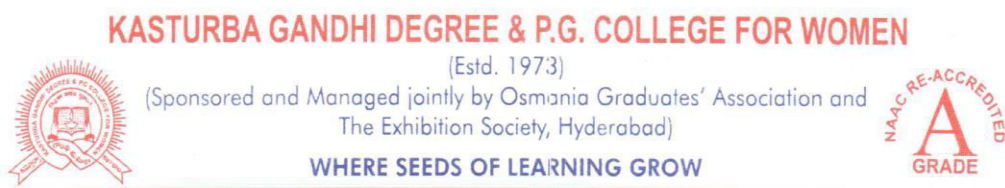
Date : 22·3·2017

Declaration by the Head of the Institution

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Signature of the Head of the institution with seal

PRINCIPAL
Kasturba Gandhi Degree & P.G. Colleg.
For Women, Marredpally,
SECUNDERABAD,

Place: Secunderabad

Date: 22·3·2017

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Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that Kasturba Gandhi Degree & PG College for Women fulfils all norms

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.] and
3. The affiliation and recognition [if applicable] is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date : 24.02.2017

Place : Secunderabad

Principal/Head of the Institution
(Name and Signature with Office seal)

3rd Cycle of Accreditation – NAAC, Re-Accreditation Report - 2017

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M Gmail

Kasturba Principal Anita <kasturbaprincipal@gmail.com>

Fwd: Your DCF has been uploaded on AISHE portal
1 message

shalu_praveenkumar@yahoo.co.in <shalu_praveenkumar@yahoo.co.in>   Wed, Mar 22, 2017 at 12:28 PM
To: kasturbaprincipal@gmail.com

---------- Forwarded message ----------
From: helpdesk-aishe@nic.in
Date: 16 Mar 2017 1:35 p.m.
Subject: Your DCF has been uploaded on AISHE portal
To: shalu_praveenkumar@yahoo.co.in
Cc:

Dear User,

DCF for **Kasturba Gandhi Degree College for Women** has been uploaded successfully on AISHE portal. To refer to
this form please use DCF reference number **C-26105-2016**.
We appreciate your sincere efforts in compiling and providing the information.
Kindly update your Account details on the AISHE portal under the link Remuneration Management so that
Remuneration may be transferred.

(This is an auto generated email, kindly do not reply back)

Thanks,
AISHE Team

ANNEXURES

23236351, 23232701, 23237721, 23234116
23235733, 23232317, 23236735, 23239437

विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली-110 002
UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

ज्ञान-विज्ञान विमुक्तये

F. 1-2/2004 (CPP-I)

2nd May, 2005

The Principal,
Kastruba Gandhi Degree & PG College for Women,
Marredpally,
Secunderabad-500 026.

Sub:- Certificate of Recognition under Section 2 (f) & 12 (B) of the UGC Act, 1956.

Sir,

With reference to your letter No. KGCW/18773/04-05 dated 22.04.2005 on the above subject, I am directed to say that the name of Kasturba Gandhi Degree & PG College for Women, Marredpally, Secunderabad is included in the list of Colleges maintained under Section 2 (f) of the UGC Act, 1956 under the head Non-Government Colleges teaching upto Bachelor's Degree. The College is also eligible to receive Central Assistance under Section 12 (B) of the UGC Act.

Yours faithfully,

(Mrs. Urmil Gulati)
Under Secretary

SCR1 2 8 1 3 6 5 8 2 3 1 APPROVAL . 1

Annexure 2

September 23, 1997

The Principal Secretary
to Govt.(Higher Education)
Education (EC.2) Department,
Andhra Pradesh Secretariat,
Hyderabad - 500 022.

Sub: Approval to conduct Master in Business Administration (MBA) 2 years (Full Time) programme with an annual intake of 30 (Thirty) seats only for 1997-98.

Ref: Your proposal received on December, 1995.

Sir,

I am directed to invite your attention to the above proposal and to convey that the Council is pleased to accord provisional approval to Kasturba Gandhi College for Women, Secunderabad for conducting MBA (Full Time) programme with an annual intake of 30. This approval shall entitle the Institute to admit a batch of students not exceeding 30, during the academic year 1997-98 for the two years duration MBA course. The approval is valid upto June 1998 only unless extended further by a separate communication.
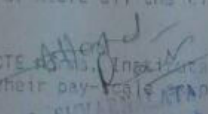
NAME & LOCATION OF THE INSTITUTE

Kasturba Gandhi College for Women,
West Marredpally,,
Secunderabad - 500 026.

NAME OF THE SOCIETY/TRUST

Osmania Graduates Association,
West Marredpally,
Secunderabad - 500 026.
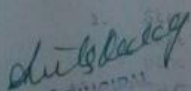
COURSE	MAXIMUM ANNUAL INTAKE	PERIOD OF APPROVAL
Master in Business Administration (MBA) 2 yrs (Full Time)	Not exceeding 30 (Thirty)	For the batch admitted during 1997-98

This provisional approval for admitting the first batch has been given on the condition that the Council in order to ensure the maintenance of Norms & Standards, shall review the performance of the College through a compliance report and if necessary, by visit of an expert committee constituted for this purpose. The approval for admission of next and subsequent batches shall only be given after satisfactory compliance of conditions.

The above approval is further subject to the following specific directions.

1. In the interest of qualitative growth of the institute, it will be an endeavor to strengthen the facilities to a level proportionate to the requirement of the programme for which approval has been given and at any stage it should not be below the specified norms and standards of AICTE all the time. The institute should take specific care for :

1. Strengthening of faculty as per AICTE norms. Inputs will attract and retained good faculty, will ensure their pay-scales as per AICTE norms and facilities to the faculty.

S C R I 2 8 1 3 6 5 8 2 3 1 A P P R O V A L . 2

- 2 -

b. The institute will endeavor to strengthen the library facilities, experimental and teaching aids, industry institute inter-linkage, placement services and exposure of the student to the nearby industry for better understanding, arrange seminars, workshops on the course programmes and take measures to ensure case studies and real problem solving systems.

c. Infrastructural facilities with additional accommodation proportionate to requirement not only for academic purposes but also for Hostel, residential and other facilities as per necessity of the students, faculty and supporting staff.

d. Institute should endeavor to standardise system of admission and examination to maintain good and reasonable accreditation of the institute.

e. The institute should appoint a Dean of students' welfare to interact with students for their day-to-day problems.

f. Institute should also endeavor to take special care for women candidates and candidates belonging to weaker sections of the society enrolled along with general category for academic and other problems to bring them at par with general category students in the pursuit of academic studies.

2. Specific conditions to be complied with before making admissions.

   i. The number of computers should be raised as per AICTE norms.

3. The approval is further subjected to fulfillment of the conditions as per Annexure - 1 (enclosed).

3. Not withstanding of the above conditions inter-alea it is implied that the institute shall follow AICTE norms and standards all the time failing which the approval given vide this letter stands automatically withdrawn and the status of the institute deemed to be unapproved automatically for which the responsibility wholly solely lies with the society/ institution.

   The institute shall comply to fulfill the specific conditions and general conditions before admissions. Failing to fulfill these conditions will automatically result in withdrawal of the approval and no communication in this regard will be addressed to the Institute & Society.

NOTE:- The programmes requested for approval other than those mentioned above (if any) have not been recommended by the All India Board and hence not approved by the Council.

Yours faithfully,

PRINCIPAL
Kasturba Gandhi Degree & PG College
For Women, University
SECUNDERABAD.

(Dr. J.L. Juneja)
Adviser

SCRI 2 8 1 3 6 5 8 2 3 1 APPROVAL . 3

F.No. 431/AP-24/HCP-APR(M)/96

Copy to:-

1. The Special Commissioner of Technical Education, 5th & 6th Floors, D Block, B.R.K.R. Govt. Officers Complex, Tankbund Road, Hyderabad - 500 063.

2. The Secretary, Andhra Pradesh State Council of Higher Education, P.B. No. 34, Saifabad, Hyderabad - 500 004.

3. The Regional Officer, Southern Regional Office, 26, Haddows Road, Madras - 600 006.

4. The Director, Kasturba Gandhi College for Women, West Marredpally, Secunderabad - 500 026.

5. The Vice Chancellor, Osmania University, Hyderabad - 500 007.

6. Dr. S.D. Awale JEA(T), Dept. of Education, Dr. Rajendra Prasad Marg, Shatri Bhavan, New Delhi - 110 001.

7. Guard File.

(Dr. J.L. Juneja)
Adviser

PRINCIPAL
Kasturba Gandhi Degree & P.G. College
For Women, Marredpally
SECUNDERABAD.

B. SUVARNALATA

Annexure-3

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
Kasturba Gandhi Degree and P. G. College for Women
arredpally, Secunderabad, affiliated to Osmania University, Andhra Pradesh as
Accredited
with CGPA of 3.20 on four point scale
at A grade
valid up to April 20, 2017

Date : April 21, 2012

Director

PEER TEAM REPORT

ON

INSTITUTIONAL ASSESSMENT AND

RE-ACCREDITATION
OF

**Kasturba Gandhi Degree & PG College for Women,
Secundrabad,
Andhra Pradesh**

17 – 19, March, 2012

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bangalore - 560 072, INDIA

Kasturba Gandhi Degree & PG College for Women
Secunderabad-500 026, Andhra Pradesh

Section I: GENERAL	Information
1.1 Name & Address of the Institution:	Kasturba Gandhi Degree & PG College for Women, West Marredpally, Secunderabad - 500 026, Andhra Pradesh.
1.2 Year of Establishment:	07. 09. 1973
1.3 Current Academic Activities at the Institution (Numbers)	
• Faculties/Schools:	Faculties: 03 - Arts, Science, Commerce
• Departments/Centres	27 : Science-14, Arts-10, Commerce-02, Business Management-01
• Programmes/Courses offered	17 : UG-06, PG-05, Certificate- 05, PG Diploma-01
• Permanent Faculty	65
• Permanent Support Staff	78
• Students (2011-12)	2337
1.4 Three Major features in the institutional Context (As perceived by the Peer Team):	• A grant-in-aid college for women affiliated to Osmania University, Hyderabad, was established in 1973, sponsored and managed jointly by Osmania Graduates' Association (OGA) and The Exhibition Society. • Impressive sports performance, good extension and community centered outreach programmes. • College enjoys reputation.
1.5 Dates of Visit of the Peer Team (The visit schedule is attached)	17-19 March 2012
1.6 Composition of the Peer Team which undertook the on-site visit:	
Chairperson	Prof. Mulimani. B.G.
Member-Coordinator	Dr.(Mrs.) Mamata Satapathy
Member	Dr (Mrs.) M. Thavamani
NAAC Officer:	Dr.(Mrs) K. Rama

1

Section II : CRITERION WISE ANALYSIS

2.1 Curricular Aspects:

2.1.1 Curricular Design & Development:	• Limited freedom for curricular design and development under University affiliating system. • 13 teachers as members of University Board of Studies (BoS) and Syllabus Restructuring Committee, contribute to curricular design. • Six academic programmes have in-built ICT component. • A course on Fundamentals in Information Technology (IT) is compulsory for all UG students.
2.1.2 Academic Flexibility:	• College offers UG programmes with multiple subject combinations, PG, Certificate and PG Diploma. All PG and some UG programmes are offered on self–financing basis. • During post accreditation period the college has introduced 04 new subject combinations at UG, one PG, one PG diploma course on Nutrition and Dietetics and 05 short term courses of which 03 are out sourced. • All UG courses follow annual pattern and all PG and PG diploma courses follow semester pattern, with Continuous Internal Assessment. • College is a centre for IGNOU convergence scheme. • Students enroll for certificate courses along with regular UG programmes.
2.1.3 Feedback on Curriculum:	• Students' feedback on course curriculum, academic programmes is collected in a questionnaire format. • Informal feedback from other stake holders is obtained.

B.lulimani
19/3/12

2

2.1.4	Curriculum Update:	• Syllabus revision carried out periodically by University BoS following UGC model curricula. • All the UG and PG curricula were revised and restructured in 2007-2008. • Some of the certificate courses and PG Diploma are internally designed for employability by the faculty members.
2.1.5	Best Practices:	• Inter collegiate workshop on curriculum revision, developing question bank and lab work are organized in some departments.

2.2 Teaching-Learning and Evaluation:

2.2.1	Admission Process and Student Profile:	• Publicity of admission through college prospectus, print & electronic media and college website. • Transparent admission process following Government reservation policy. • UG admission is on the basis of merit. PG admission on the basis of rank secured in the Common Entrance Test (CET) conducted by the University. • Admission processes is computerized
2.2.2	Catering to Diverse Needs:	• Bridge courses are offered in many departments • Remedial classes conducted for socially, economically disadvantaged students and slow learners. • Tutorial system is not in place, • Class teachers act as mentors for academic and personal guidance.
2.2.3	Teaching-Learning Process:	• College academic calendar prepared annually on the basis of University calendar. • All the teachers prepare teaching plan and maintain teaching diary. • Predominantly lecture method of teaching- learning process, supplemented by more interactive learning through seminars, group discussions, projects, field trips, industrial visit, assignments, etc. • ICT and library resources are used for class room instructions.

2.2.4 Teacher Quality:	• About 24% of teachers are Ph.D holders, 06% are M.Phil.and 3.2 % have passed UGC NET and SLET examinations. • In last five years 04 teachers visited foreign institutions. During last 03 years faculty members have presented 08 papers in international and 32 papers in national seminars. • During post accreditation period the college has organized 02 international and 03 national seminars sponsored by College Management, ICSSR, UGC, NAAC and DESIDOL. • A few teachers have received award and recognition: State Best Teacher, Best paper award, one teacher received Fulbright Nehru Scholarship and international travel award etc. • Two teachers prepared audio visual study material for Education Multimedia Resource Centre (EMRC) having national audience.
2.2.5 Evaluation Process and Reforms:	• University evaluation methodology followed. Evaluation methods and Examination schedule are communicated to the students at the beginning of the academic year. • Students are assessed through class tests, term examinations, pre-final examinations, assignments etc. • Evaluation reform by the University is inclusion of laboratory project work carrying 20%-30% weightage in the departments of Mathematics, English, Commerce, Economics and Sociology. • Grievances relating to college examinations are redressed by teachers.
2.2.6 Best Practices in Teaching-Learning Evaluation	• Organization of special lectures by eminent persons from different fields. • Beyond curriculum student project work in many UG departments.

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2.3 Research, Consultancy and Extension:

2.3.1 Promotion of Research:	• Research Committee is constituted to promote research. • During last five years 02 teachers were granted leave under UGC FIP scheme. • Management has made provision of Rs.50,000/- in the budget annually for short term research projects. • Management encourages teachers to participate in national / international seminars / workshops / conferences. • Research infrastructure and library facility has improved since the previous assessment.
2.3.2 Research and Publication Output:	• One recognized research guide who has produced three Ph.Ds. • During last five years the faculty members have published 05 papers in international, 08 in national refereed journals, with impact factor ranging from 1.00 to 6.9 and 14 books. • At present there is one ongoing research project with Kansas State University, USA and one with National Institute of Nutrition funded by DBT. During the last five years 03 UGC minor projects and 10 collaborative research projects completed • UG and PG students in some departments are involved in research projects. One student has published a paper in international journal.
2.3.3 Consultancy:	• Two departments - Clinical Nutrition and Dietetics (CND) and Biotechnology offer consultancy and generate revenue. • Yet to develop expertise in providing consultancy to industries and commercial sector.
2.3.4 Extension Activities:	• Impressive extension activities and outreach programmes through NSS, NCC, Youth Red Cross, various clubs, departments etc.

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	• Workshops / training / awareness programmes/ extension lectures, field camps, exhibitions and survey are conducted.
	• Apart from usual extension activities, College provides nutrition education to school children, slum dwellers, and differently-abled children.
	• Some volunteers represented India in Asia-Pacific youth Exchange Programme in 2008 and International year of Planet Earth at UNESCO headquarters in Paris in 2008.
	• One NSS programme Officer received Mother Theresa award and a NCC officer received Chief Minister's award.
	• Youth Red Cross wing was adjudged the best contingency at the 60th Independence Day Parade.
2.3.5 Collaboration:	• College has established linkages with other institutions, hospitals, GO, NGOs etc for student internship, projects and extension works.
	• College has collaboration with College of Human Ecology, Kansas State University, USA for mutual research interest with exchange of scholars and scientists.
	• College has academic tie up with ICAR and ICRISAT.
2.3.6 Best Practices in Research, Consultancy & Extension (if any):	• Motivation to students for research activity and participation in seminars and conferences.
	• Conduct of extension activities with international sponsorship.
2.4 Infrastructure and Learning Resources:	
2.4.1 Physical Facilities for Learning:	• College campus spread over an area of 3.85 acres of land with 6712 Sqm built up area has central UG and PG libraries, 43 class rooms, 18 well equipped labs, 07 computer labs, language lab, 02 seminar halls, 01 conference hall, 10 E-class rooms.

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	• Sports facilities with play grounds, courts, multi-gym, yoga hall and indoor games etc. are available.
	• During post accreditation period college has augmented its infrastructure by spending about Rs. 2.96 crores.
	• The infrastructure is optimally used by running the regular college programmes, IGNOU programmes and making it available to outside agencies for conducting competitive examinations and other academic programmes.
	• Two Lifts and wheel chair are available for differently abled students.
2.4.2 Maintenance of Infrastructure:	• Well maintained campus with gardens. Sufficient funds allocated in the annual budget for maintenance.
	• Day to day maintenance is taken care of by the support staff in individual departments, under the supervision of a caretaker.
	• Computer and its accessories are maintained by the System Administrator.
	• Annual maintenance of laboratories, library, and equipments is outsourced.
2.4.3 Library as Learning Resources:	• Open accessed, fully automated Central UG and PG libraries have 45625 volumes, 67 national and International journals, 2154 E-journals and 51746 E-books.
	• Library has OPAC, Information Resource Centre with 16 systems with LAN and broad band internet connection.
	• College is a member of DELNET and UGC INFLIBNET. UG Library has spacious Reading Room and PG Library needs expansion.
2.4.4 ICT as Learning Resources:	• College has a total of 354 computers, with 100 standalone system, and LAN internet facility, spread over laboratories, departments, office, library etc.

	• Most of the departments are provided with computers with internet connectivity. • Free internet access to students and faculty through Internet Information Centre in both UG and PG libraries and on all working days
2.4.5 Other Facilities:	• At present no hostel facility is available for students. However, the UGC has sanctioned Rs.1 crore for the construction of the hostel. • There is a small health centre with first aid boxes, wheel chair, stretcher and medicines for common ailment. • Other facilities include a staff room, common lounge for students, rest rooms, canteen, intercom facilities, drinking water, vehicle parking shed, Yoga and fitness centre.
2.4.6 Best Practices in the development of Infrastructure and Learning Resources (if any):	• Free internet access to students. • Computer training to non-teaching staff by the computer centre • Language lab for improving communication skill of the students.

2.5 Student Support and Progression:

2.5.1 Student Progression	• Pass percentage is always higher than University average. Few university ranks at UG and PG levels. • The average drop out rate for last two batches of students is 6.5 % for UG and 6 % for PG. • There is no formal mechanism for tracking of students going for higher studies. However a few of them got admission in foreign universities / institutions. • On an average about 40% of students get employment through Placement Centre.

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	• During last five years 05 students passed CAT examination, 10 GRE, 12 TOEFL, 05 Defense Entrance and 01 civil service examinations.
2.5.2 Students Support:	• Annually updated prospectus containing relevant information. • Govt. scholarships, freeships and financial support to economically weaker students through Kasturba CARE GROUP, alumni and other donors are available. • Accident insurance policy for all students. • A Placement Cell with a full time Placement Officer and Anti-raging Cell exist. • There is a Gender Desk which counsels the students regularly.
2.5.3 Student Activities:	• Students participate in sports, literary, cultural activities and youth festivals at state, university, inter-collegiate, international and national level and won laurels. • During last five years the college has to its credit a great number of achievements in sports and other extracurricular activities: three students represented India in international youth exchange programmes at Bangok, Seoul and Paris and received award and recognition. • Eight students participated in international sports events and bagged prizes, trophies and medals. • The College sports team won runners up trophy at Inter Collegiate competitions. Students secured first, second and third positions in All India Inter University Athletics. • College organized inter-collegiate cultural and sports events. • College magazine Deepika is brought-out annually.

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2.5.4	Best Practices in Student Support and Progression (if any)	• Publication of news letter and news bulletin by some departments. • Incentives to students excelling in academics, sports and NCC. • Presentation of papers by the students in conferences.
2.6 Governance and Leadership:		
2.6.1	Institutional Vision and Leadership:	• Vision and mission of the college is to empower women with quality education and make them dynamic, well informed, self-reliant and socially responsive citizens. • Management's commitment and concern for imparting value added quality education are evident. • Harmonious and cooperative work culture.
2.6.2	Organizational Arrangements:	• Institution is sponsored and managed jointly by Osmania Garaduates' Association and the Exhibition Society, • Organizational hierarchy is clearly defined. • Governing Body meets the staff once a year. • Principal coordinates and monitors all the academic and administrative activities with the help of IQAC, staff representative, HODs and various committees. • Grievances are redressed at three levels - Departmental, Principal and Management level.
2.6.3	Strategy Development and Deployment:	• Decentralized set up with scope for active participation of teachers, staff and students in decision making process in various bodies and working committees. • Short term plan proposals are formulated, initiated and many of them implemented.

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	• Minimal perspective plan, strategic action plan and schedule for future growth and development. • Management Information System is to be initiated.
2.6.4 Human Resource Management:	• Vacant aided posts are temporarily filled up by Management. • Regular full-time faculties are placed on a pay-scale with contributory provident fund. • Self-Appraisal of teachers and evaluation of faculty by the students is in practice. • Welfare schemes for the staff include interest free loans, festival advance and Group Personal Accident Policy.
2.6.5 Financial Management and Resource Mobilization:	• Receives grant from UGC, State Govt., self-financing course fee and Management. • Transparent financial transactions with regular internal and external audit. • Adequate funds are sanctioned by Management to meet regular day-to-day expenses. • Finance system is partially computerized.
2.6.6 Best Practices:	• Decentralized and participatory administration. • Periodic in-house faculty development programmes Equip to Excel for teachers and Develop to deliver for non-teaching staff. • Appreciation by the college for achievers with incentives.
2.7 Innovative Practices:	
2.7.1 Internal Quality Assurance Systems:	• Internal Quality Assurance Cell (IQAC) established in 2006 for ensuring quality education. It reviews the activities of all departments.

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	• Students' participation in quality assurance is visible from their feedback, their representation in IQAC and other committees.
	• Certificate courses initiated by IQAC: compulsory for all UG students.
	• Periodic in-house programmes Equip to Excel for teachers and Develop to Delivery for administrative staff.
	• College is yet to conduct academic and administrative audit by external experts.
2.7.2 Inclusive Practices:	• About 58% of students, 30% of teaching staff and 64% of non-teaching staff belong to SC/ST/OBC category.
	• Students from underprivileged and backward community are provided with Govt. welfare scholarship, remedial coaching, and book bank facility.
	• Since all the faculty are women, Gender audit exercise is taken up only in case of non-teaching staff
2.7.3 Stakeholder Relationship:	• Ambience, accessibility, academic programmes, students' performance, infrastructure, discipline, security etc are to the satisfaction of all the stakeholders.
	• Stakeholders are directly/ indirectly involved in college activities, planning and implementation of various programmes.
	• Alumni are involved in college programmes and contribute to Kasturba CARE Group.
	• College has developed a number of programmes for promoting societal and citizenship responsibilities.
	• Harmonious relationship and good coordination among management, teachers, staff and students.

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Section III: OVERALL ANALYSIS	
3.1 Institutional Strengths:	• Locational advantage. • Good infrastructure in terms of layout and ambience. • Consistently good academic performance of students in university examination. • Impressive extension activities and outreach programmes with societal relevance. • Good performance at national. international sports and cultural activities • Proactive Management, committed teachers and efficient staff.
3.2 Institutional Weakness:	• Limited scope for curricular design and development. • Limited research activities confined to few departments. • Lack of formal institutionalized consultancy services. • Limited academic linkage with other institutions and universities for teaching and research. • Absence of a long term realistic future plan. • Limited course option at PG level.
3.3 Institutional Opportunities:	• Programme diversification with new ICT enabled courses in emerging areas with interdisciplinary approach. • Wide scope for research and teaching collaboration with institutes and universities, • Scope for more on-the-job training and placement opportunity through institution-industry interaction.

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	• Opportunity in tapping the well placed and experienced alumni for institution's development, students' placement etc. • To apply for autonomous status. • Being located in urban industrial region gives good scope for consultancy services.
3.4 Institutional Challenges:	• Ensuring quality intensive knowledge flow with modern methods of information science. • Promotion of professional excellence and competitive competence among teachers and students to face global challenges. • To motivate and activate the teachers for more involvement in research activities. • Developing competent human resources. • Developing interdisciplinary research.

Section IV: Recommendations for Quality Enhancement of the Institution

- A perspective future plan for growth and development in the form of an action plan for coming decade is to be prepared.

- College may introduce few more PG courses in emerging areas like Biotechnology, Microbiology, Clinical Nutrition & Dietetics, etc.

- Introduce Management Information System for more effective governance.

- On-line modules may be developed for collection, analysis and implementation of feedback from different stake holders.

- Strengthening the consultancy services.

- Emphasis be given for creativity and innovation both for students and teachers with appropriate incentives

- Individual teachers may apply for minor and major research projects from external agencies like UGC, DST, CSIR, DBT and DAE.

- Mentor-ward system to be introduced.

- Consumer club may be formed and Entrepreneurship development programmes may be introduced.

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- College may apply for UGC funded add-on courses.
- College may establish a Centre for Women Studies.
- Counseling Cell may be formally constituted.
- Management may make efforts to reduce the disparity in pay-scales by approaching appropriate authorities.
- Need for college transport for students and staff.
- Coaching/training for various competitive and NET/SLET examinations.

I agree with the observations of the Peer Team as mentioned in this report.

Signature of the Head Of the Institution

PRINCIPAL
Kasturba Gandhi Degree & PG College
for Women, Marredpally,
SECUNDERABAD

Seal of the Institution

Signatures of the Peer Team Members:

Name and Designation		Signature with Date
Prof. Mulimani (Former Vice-Chancellor Gulbarga University), Vice-Chancellor, BLDE University, Bijapur - 586 103, Karnataka.	Chairperson	B.Mulimani 19/3/12
Prof.(Mrs.) Mamata Satapathy (Former Head & Professor Dept. of Physics, Utkal University), 1/13, Kanchanjanga Enclaves, Chandrashekarpur Bhubaneswar 751016, Odisha.	Member-Coordinator	Mamata Satap 19.03.2012
Dr.(Mrs.) M. Thavamani (Former Principal, Ehiraj College for Women [A]). 1B, Annamma Naicker Street, Kuniamuthur, Coimbatore, 641008, Tamilnadu	Member	Roomani 19.3.2012
Dr (Mrs.) K. Rama Deputy Adviser	NAAC Officer	

Place: Secunderabad
Date: 19 March 2012

B.Mulimani 19/3/12

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राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

The Executive Committee of the

National Assessment and Accreditation Council

on the recommendation of the duly appointed

Peer Team is pleased to declare the

Kasturba Gandhi Degree &

P. G. College for Women

Marredpally, Secunderabad

affiliated to Osmania University, Andhra Pradesh as

Accredited

at the A level.

Date : September 21, 2005

Director

- This certification is valid for a period of *Five* years with effect from September 21, 2005
- An institutional score (%) in the range of 55-60 denotes C grade, 60-65-C⁺ grade, 65-70-C⁺⁺ grade, 70-75- B grade, 75-80- B⁺ grade, 80-85-B⁺⁺ grade, 85-90- A grade, 90-95-A⁺ grade, 95-100-A⁺⁺ grade (upper limits exclusive)

KASTURBA GANDHI DEGREE & PG COLLEGE FOR WOMEN, West Marredpally, Secunderabad

REPORT OF THE PEER TEAM
ON
INSTITUTIONAL ACCREDITATION
OF
KASTURBA GANDHI DEGREE & P.G. COLLEGE FOR WOMEN, WEST MARREDPALLY, SECUNDERABAD, A.P.

DATED:22nd JULY, 2005

Submitted to the

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL,

BANGALORE

Kasturba Gandhi Degree & PG College for Women

Section:1 Preamble:

The Kasturba Gandhi College for Women – Secunderabad was instituted in 1973 with a vision of Women Empowerment through active role of women students in the socio economic and political development. The College is named after Kasturba Gandhi to symbolize the virtues of women empowerment, social work and dignity of labour. To start with, it offered UG Courses and since 1988, P.G.Courses have also been introduced.

This College is a joint venture of the Osmania Graduates' Association and Exhibition Society. In Nov. 2003 the College has been renamed Kasturba Gandhi Degree & P.G. College for Women.

The campus area of the college is 3.85 acres. Originally it was a lease land converted into a free hold land by the Government of Andhra Pradesh in July, 2002. The College started with 175 students and at present the strength has increased to 2572 (UG 2195 PG 377) for the year 2004-2005.

The institution was recognized by the U.G.C. under 2(f) & 12 (B) in May, 1981. Since then the institution has been receiving UGC assistance. The college is affiliated to Osmania University. The College was established with an objective to provide high quality education, create social awareness among students, and to promote career oriented skills and personality development.

The College is presently offering 19 U.G. Programmes (5 aided + 14 self-financed) 4 P.G. Courses and one certificate course (called Self-financed). There are 74 UG faculty, 22 PG faculty members making the total of 96. Out of the total 96 faculty

3rd Cycle of Accreditation – NAAC, Re-Accreditation Report - 2017

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KASTURBA GANDHI DEGREE & PG COLLEGE FOR WOMEN, West Marredpally, Secunderabad
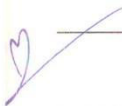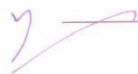
96 faculty members 24 hold Ph.D degree, 8 M.Phil, and 18 teachers are pursuing Ph.D.. The administration of the college is taken care of by 72 non-teaching staff (38 administrative + 34 technical). The College offers B.A., B.Sc., B.Com, M.Com, M.C.A., M.Sc.(Computer Science) and M.B.A. Programmes. The College has 3 faculties representing science, arts and commerce. In all there are 24 departments in the College offering 23 courses (19 UG and 4 PG Courses). The Faculty of Science has 11 undergraduate departments i.e., Botany, Zoology, Chemistry, Microbiology, Genetics, Bio-technology, Clinical Nutrition & Dietetics, Mathematics, Physics, Statistics, Computer Science and one post-graduate department of Computer Science, while the Faculty of Arts has 5 Social Sciences Departments History, Economics, Sociology, Political Science and Public Administration and 5 Language Departments (English, Telugu, Sanskrit, Hindi and French). The Faculty of Commerce has two departments viz., the Department of Commerce UG and PG as well as the Department of Business Management.

The institution has developed good infra-structural facilities normally required to run the College. The college has a well equipped library with 22114 books and 26 periodicals at UG Library and 9460 books and 33 journals at PG Library. The percentage of the successful students in the University Examinations 2005 is 83, 72 and 81 in Arts, Science and Commerce respectively and the percent dropout rates including failures are 20, 22 and 24 for Arts, Science and Commerce respectively. The College works for 6 days in a week. The institution has taken progressive steps for starting restructured programmes with adequate weightage given to vocational components along with strengthening the social science discipline.

The Kasturba Gandhi Degree & P.G.College, Secunderabad for Women volunteered to be assessed by National Assessment and Accreditation Council (NAAC) and conducted preliminary self-study in 2005. The self-study report was submitted to NAAC by the institution in May, 2005. A Peer Team consisting of Dr.K.K.N.Kurup, the Former Vice-Chancellor of Calicut University, Calicut as the Chairmann, Dr. Y.M.Jayaraj,

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Professor of Micro-Biology, Gulbarga University and Special Officer, Quality Assurance Cell, Commissionerate of Collegiate Education, Bangalore as Member Convener and Dr.Sumithra, Principal of SDNBV College for Women, Chromepet, Chennai as Member, visited the institution for two days from 21st July to 22nd July, 2005.

The Peer Team carefully perused and analysed the self-study report submitted by the institution. During the institutional visit the team went through all the relevant documents, visited the departments and facilities and interacted with various constituents of the institutions. The academic, co-curricular and extra-curricular, sports and extension facilities of the institutions were visited. The Peer Team also interacted at length with the Governing Body, Principal, Teaching Faculty, Non-teaching Staff, Students, Parents and alumni of the institution. Based on the above exercise and keeping in mind the criteria identified by NAAC, the Peer Team has taken value judgment. The assessment of the institution under various criterian commendable features of the institutions as well as the issues of concern are given in the following pages.

SECTION:2 CRITERION WISE ANALYSIS:

Criterion I – Curricular Aspects:

The College is affiliated to Osmania University, Hyderabad. Hence it follows the regulations and syllabus prescribed by the University for the Humanities including the Social Sciences, Science and Commerce faculties both at the undergraduate and post-graduate levels. The college offers 19 undergraduate programs and 4 post-graduate programs. The College had withdrawn one UG program (BCA) and one PG program (MSc I.S) due to lack of admission and demand. The students have a range of course options. The students of BA have three program options among the humanities subjects (one language and 5 social sciences). The students of B.Sc., have 13 program options offered by the 11 departments. As per the regulations of the University a student studies

English as the first language and any one of the other languages i.e., Telugu, Hindi, Sanskrit and French as second language. Apart from the two languages the student has to study three subjects chosen from the program options available. Of the 13 program options of sciences, one is vocational subject sponsored by UGC viz., Clinical Nutrition and Dietetics. The Faculty of Commerce offers B.Com regular, B.Com. Computer and B.Com vocational courses (Tax procedure and practice). B.Com regular is taught both in English as well as in Telugu Mediums while all other under graduate courses are taught in English Medium. Annual system is followed for undergraduate courses while semister system is followed for post graduate courses.

It is stated that the B.A. syllabus has around 65 to 70 per cent of knowledge component and 30 per cent skill component, while that of B.Sc. has $2/3^{rd}$ knowledge component and $1/3^{rd}$ of skill component. On the other hand the Faculty of Commerce has equal proportion of knowledge and skill components. It is stated that University up-dates curricular for a subject normally once in five years. It takes a minimum of one academic year to introduce a new course or program option. The college has started the Department of Bio-technology in 2003 and offers Bio-technology as one of the three subjects of equal importance for undergraduate courses. About 5 Senior Faculty of the college (1 from Arts and 4 from Sciences) have participated in the curriculum design during the last three years. A Teacher of English has worked as editor for the text book prescribed for undergraduate students. The Principal of the College has served as a Member of the Academic Council of the Osmania University. The Head of the Department of Chemistry is a Member of Executive Council and Academic Senate of the University. As per the directions of the UGC the college proposes to introduce a compulsory course on environmental studies from next year alongwith the Courses on Indian Heritage and Culture. Thus the college has tried to provide relevant curricular course option in the emerging areas of science. The Management of the College has encouraged staff members to attend work-shops on curriculum development and design. The teachers were also encouraged to develop net-working with industrial

neighborhood. Seven College level work-shops have been conducted on the up-dating of curriculum design. Thus the academic programs, program options and the curriculum design are generally in conformity with the vision of the institution.

The college offers a certificate course on "basic computers" for I year B.A. & B.Com students. In the existing curriculum, the science (B.Sc., MCA & M.Sc Computer Science) syllabus includes theory, lab sessions and experimental projects and commerce syllabus includes Accounting, Finance & Quantitative Techniques, which constitute the skill component of the curriculum.

To suit the current requirements the institution has introduced new subjects like Microbiology, Bio-Technology, Genetics, Clinical Nutrition, Dietetics, Computer Application in Science Stream and Computer and Tax Procedures for Commerce stream at the UG level. It has introduced M.B.A. and M.C.A. at P.G. level. Osmania University conducts academic audit once in a year for P.G.Courses and once in three years for under graduate courses. Bridge course is conducted by the college at the entry level and remedial classes for the under performers during the academic year.

CRITERION II: TEACHING, LEARNING & EVALUATION:

The selection of students are based on merit-cum-reservations as per the guidelines of Government of Andhra Pradesh and Osmania University. For certain courses the college conducts special entrance tests along with verification of academic records and personal interviews. For the Post Graduate courses like M.Com & M.Sc (Computer Science) the entrance test is conducted by the University and students are allotted through centralized counseling. For professional courses like MBA & MCA common entrance tests are conducted by the State government and the students are allotted based on central counseling.

The academic planning is done systematically. Periodical review and mid course corrections are being done. Lesson plan diaries are prepared by the teachers and they

are verified by the concerned heads of departments. The above mentioned measures help the institution to unitize the syllabus to a teaching schedule. The College works for 213 days in a year, of which 180 days are teaching days. The ratio of permanent to temporary teachers is 64:36, while the ratio of teaching to non-teaching is 96:72

Lecture method is supplemented by seminars, discussions, projects, models, charts, maps, audio-visual method of teaching, institutional interaction, role plays and debates. The college has got an Audio visual room.

Bridge courses are conducted for the I year students and remedial coaching classes for under privileged and academically weak students. To motivate the advanced learners, varied incentives are offered like encouraging them to refer to the latest advanced books and journals, to browse the internet appointing the group leaders to train the slow learners, offering substantial chances to take part in tests, seminars and workshops, quiz competitions, poster presentations etc., at the inter collegiate level apart from honouring them with medals and prizes on the appropriate occasions.

There is transparency in evaluation methods. The method of internal and external evaluation is intimated to the students through prospectus and the staff. Principal, Vice-Principal and the academic coordinator address the students at the beginning of the year apprise them of the required performance. Apart from interacting with the students, tests and terminal examinations are conducted by the concerned departments to assess the knowledge and skill potentials of the students.

The recruitment of staff both for aided and un-aided is done by the staff selection committee constituted as per the guidelines of the Osmania University and the Government of Andhra Pradesh. The remuneration of the self-finance courses are paid by the Management out of the budget allotted for the self-finance courses.

Faculty members are encouraged to participate in seminars, workshops and conferences. During the last 3 years 52 teachers have participated in the seminars and

KASTURBA GANDHI DEGREE & PG COLLEGE FOR WOMEN, West Marredpally, Secunderabad

conferences at the national level, 12 teachers have participated at international level conferences. Two teachers have presented papers at the international conferences. Twelve teachers have acted as resource persons

The performance of the teachers is evaluated on 3-tier basis - (a) students evaluation (b) Self Appraisal by the teacher and (c) Evaluation by the Principal. For any specific complaints and suggestions the students can use the suggestion boxes.

The faculty members are involved in curricular, co-curricular and extra-curricular activities of the institution through various committees. To provide the students with the latest information, every department is invites a good number of eminent academicians periodically for guest lectures. Subject-oriented exhibitions are organized.

To enhance the personality of the faculty members four special workshops have been organized by the college in the last four years, out of four, two were on computer training for staff (teaching and non-teaching).

Academic performance of the students is above the average of the university results with an overall result of 75% to 80%. Eleven faculty members have received Andhra Pradesh State Best Teacher Award (1995-2004). In 2004, the Physical Directress of the college also received the Best Lecturer in Physical Education Award, from the Andhra Pradesh Physical Education Directors Association. Over the period, the institution could establish informal linkages with recognized academic institutions and research centers. Remedial coaching classes in English are undertaken to enhance the communication skills of the students in an informal way.

CRITERION III: RESEARCH CONSULTANCY AND EXTENSION:

The Teaching and Learning Programmes get strengthened when integrated with research activities. Though not a recognized research centre, efforts are initiated by the

college to develop research culture through students projects and by motivating the teachers to pursue their projects under FIP of U.G.C. / part time research. The staff members are encouraged to submit the project proposals to the external funding agencies. Apart from this, the management of the college also offers seed money to the staff of self-financing courses to pursue their research projects, without affecting the teaching schedule the staff members are advised to take up their research projects. Simultaneously the college is adjusts the classes suiting the convenience of the staff and students.

Out of 63 permanent teachers 21 have Ph.D Degree and 8 are holding M.Phil degrees and out of 26 part time teachers 3 are holding Ph.D Degrees. About 5 teachers are Research Guides of Osmania University and four teachers are operating on the ongoing projects and 26 members have got research publications in national and international journals, apart from publishing text books and creative books. Three staff members have been awarded Gold Medals for their doctoral theses.

There are 3 on-going minor research projects, one funded by U.G.C.(Rs.70,000/-) and two by the Management (Rs.40,000/- each). The institution has also submitted 2 proposals, one major research for Rs.10,00,000/- with U.G.C. and another proposal is with V.V.Giri institute of labour studies. A few staff members hold membership with their concerned professional institutions and they contribute their articles in journals.

EXTENSION ACTIVITIES:

The college has NSS, NCC (3 wings) and a RED CROSS Unit to carry out the extension and community development activities.

To look after the extension activities, the college has nominated a NSS Programme Officer, a NCC Officer and a Red Cross-in-Charge Officer and these activities are managed by these staff apart from the academic responsibilities.

Kasturba Gandhi Degree & PG College for Women

Towards community development and social work, the NSS Unit adopts a slum every year and organizes 10 days camp to upgrade the social fabric of every slum nearby, so that a serious social awareness is created in the minds of all students. The institution has also organized, various Medical Camps, Adult Education and Literacy Camps, Blood Donation Camps, Aids Awareness Programmes, Environmental Awareness Programmes, Pulse Polio Programmes etc. NSS & NCC students have participated in various cultural festivals, youth leadership and exchange programmes, pre Republic Day Camps, Republic Day Parade in Delhi, National Integration Camps etc.

Some of the teachers are the members of NGOs and also a staff member is on the editorial board of a women's journal. One of the staff members was appointed as District Coordinator for Hyderabad on "College Talk Aids Programme" conducted by Andhra Pradesh State Aids Control Society and another staff participated in a study session on "Human Rights" at Bangkok, Thailand. One of the students was selected by the Andhra Pradesh Red Cross, to represent India in the Youth Exchange programme held at South Korea in 2002. She has also visited Russia under Youth Exchange Programme as a NCC candet in 2003. The college has got the credit of participating in the organization of first Afro-Asian Games conducted by the Government of Andhra Pradesh during 2003. The College received appreciation from the Government for having provided maximum number of students as volunteers for the said games.

The institution has conducted 10 days Janma Bhoomi Micro-Planning programme as per the guidelines of the A.P. Government by adopting the Secunderabad Cantonment in the year 1997 and in the year 2000. In the year 2000, 1100 students participated in the programme. The College was honoured with shields of appreciation from the Chief Minister of the specified periods for the involvement and the maximum number of students participation in the projects.

The students and staff have contributed generously to the tune of Rs.1,00,000/- to the Chief Minister's Fund for the tsunami victims.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES:

The campus area of the college is 3.85 acres with required number of class rooms and laboratories. Towards support services the college has got a Central Library, a P.G. Library, Computer Center, Sports facilities, Canteen, Grievance Redressal Cell, NCC Office, NSS Office, Seminar Halls, Students Lounge, Audio Visual Room, Students counselling, BCCS Office, Guest Room, Vehicle parking, Play Ground and a Botanical Garden. The institution is housed in 4 blocks, 2 for under graduate and one for the post graduate departments and the remaining one for all the supporting services.

The management makes efforts in fulfilling the demands of the academic co-curricular and extra-curricular activities of the college which is reflected in the form of adequate building facilities. The infrastructure facilities are made available to external agencies for conducting the recruitments and examinations at a nominal fee. The campus has got a pleasing, green and eco-friendly atmosphere.

The UG Library has a collection of 22,114 Books, 26 Journals and 35 Periodicals. Other facilities include Reprography, Computers and Internet facilities. The Library proposes to have inter connection with other Libraries for library loan facility. The Library is managed by a qualified Librarian assisted by staff under the guidance of the advisory committee.

The Library processing, search and lending is automated. Books are classified as per DDC method and cataloguing has been done as per APCR-2. It has an open access system. It has a reading room and a reference section. The students are entitled to borrow two books at a time.

The P.G. Library is mainly meant for M.C.A. & M.B.A. students, although all the students have access to it. It has 9460 Books, 33 Journals and 25 periodicals. The automation process is on while the classification is based on DDC. It has a reading room and a reference section.

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Both the Libraries provide information through news paper clippings on current events, career guidance and new arrivals. There is a mechanism for Book Exhibition.

The college has got an excellent computer facility consisting of 208 systems. In all the college has 5 computer laboratories with a total of 175 systems. About 17 computers have been provided to the departments and libraries. The computer laboratories also consist of four servers, latest systems and licensed softwares as per the requirements of the curriculum. The internet centre with its 7 systems offers free browsing facilities for the staff and students. The office is provided with 5 systems. The faculty members are encouraged to design software packages for office automation and library automation.

Periodically health check up camps are conducted by the college. First Aid Facilities are available for students and staff. Two members of the staff are entrusted with the duty of offering immediate medical assistance to the students.

Adequate facilities are available for sports and physical education. And all sports activities are monitored by a sports committee. College is making use of trained efficient coaches to upgrade the sports caliber of the students through Yoga and Martial arts. Out-standing sports girls are given incentives and distinctions. Students are encouraged to participate in their collegiate, State, National and International Level sports activities. The College has well maintained and hygienic canteen for the benefit of the staff and the students. The college has also provided a student lounge, medical room and proposes to construct a new auditorium.

The Campus is green with well developed landscapes. The Botanical garden maintained by the department of Botany is note-worthy.

The Campus culture, well furnished class rooms and well maintained garden has not only helped the students with its academic eco-friendly ambience but also acts as a centre for external agencies to conduct their programs and examinations. The college

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that open study centre of Dr.B.R.Ambedkar Open University and Center for Distance Education of Osmania Universtity. The A.P.State Public Service Commission, Banking Recruitment Services Board, IIT Screening Test and Company Secretary, UGC and other Boards conduct their exams regularly on this campus.

At present there is no hostel facility for the students of the college. Hence it is suggested that the College may utilize the assistance of UGC to construct womens hostel at the campus. The college management proposes to automate the library and other office work.

Criterion V: Students Support and Progression:

During the year 2004-2005, the College has a student strength of 2589 (2212 for UG and 377 for PG). For the current year, the strength is2212 for UG Courses (292 for B.A.; 1002 for B.Com and 918 for B.Sc.). Among the 2212 UG students,359, 37 and 799 belong to SC, ST and OBC category respectively. Thus, the college is catering mainly to the needs of weaker sections of the Society. The number of PG students is 377 while the admission is still on for first year.

On an average 80% of the admitted students complete the degree programme with 20% dropouts. With reference to P.G. there are only 1% dropouts. The College publishes the updated prospectus annually which includes rules and regulations, courses details & infrastructure. Information is also made available through the website.

Financial facility is available to the students in the form of 16 different types of scholarships. During 2003-04, 697 students were benefited. For U.G. students, the teachers shoulder the additional responsibility of guiding the available career options and for P.G. students there is an exclusive placement cell operating in the college and

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There is a separate placement officer looking after the functioning of the cell. The placement cell brings out a brochure in this regard. The Employment cell gives career guidance, motivate the students for self-employment. Approximately 20 students were self-employed during 2003-2004. Teachers offer academic and personal counseling to the students.

The Alumni include some of the prominent Administrators, Lecturers, Bank Officers, Lawyers, Executives in the corporate fields etc. The college Alumni Association is actively functioning. Apart from periodical meeting, the subjects with reference to general interest are getting discussed. The college alumni have contributed a wheel chair and a stretcher-on-wheels and financial support for 3 poor students in the degree college. They organizs Medical Camps, Awareness Camps and also help the college officer in designing the pay rolls, felicitated the Best Teacher Awardees of the College on Teachers day in 2004. The old students are invited to share their experiences with the students. 21 Alumni's are working as teachers and 5 members are non-teaching staff in the institution.

Students have facilities for Indoor games, Nature Clubs, Audio Visual facilities, Outdoor games, Debate clubs and Cultural programmes. Students lounge is available for the students.

College organizes educational tours for the students, Mock Aptitude tests and group discussions are conducted to prepare students for recruitment and the college offers financial assistance to the deserving students to pay their fees. The institution is taking initiative in publishing college magazine called Deepika and news letter called Kaleidoscope. All the departments encourage the students to exhibit news paper clips on current events and is preserved as scrap book.

The financial assistance of the Management to a student to represent India in an international competition at Seol, South Korea is commendable. Incidentally this candidate won Gold Medal in Power Lifting Championship. It is a matter of pride that the students of the college represented India at an International Youth Exchange Workshop at Seol, South Korea in 2002 and that a student participated in NCC Air Wing Youth Exchange program in 2003 in Russia. The students have adequate outdoor and indoor sports facilities as well as training in gymnasium, yoga and martial arts. The expert coaches are made available for specialized training.

The achievements of students in the field of sports during the last 25 years are commendable. The college is able to produce international and national level players in the fields of Tennis, Tenni-koit, Power Lifting and so on. The role and motivational force of the Physical Directress is commendable. The students have brought several gold medals from their achievement at national and international levels.

The NCC/NSS students of the College have participated in Republic Day Functions in New Delhi and National Integration camps. About 3 students of the College have cleared UGC CSR Exams while around 11 students have got through GRE Exams. About 11 students have cleared Toefel and 3 students GRE. About 15 to 20 percent of the students progress towards higher education.

CRITERION VI: ORGANISATION & MANAGEMENT:

Kasturba Gandhi Degree & P.G. College for Women, Secunderabad is jointly managed by the Osmania Graduates' Association and Exhibition Society. The management meets periodically and reviews the functioning of the institution and evaluates the performance of the staff and students. The management is adhering to the goals and objectives for which the institution was established.

The organization chart of the college is smoothly functioning and there is harmonious relationship prevailing between the management, staff and the students. The academic

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activities are well coordinated by the Heads of the Departments and there are various sub-committees assisting the Principal and Coordinators. The Principal monitors the performance informally and periodically.

To improve the quality of administration the non-teaching staff are given computer education, training in office correspondence, spoken English and communication skills.

With reference to the internal audit mechanism, apart from the Superintendent and Principal's verification there is periodic audit by the Office Bearers. The office Superintendent has attended a 10 days U.G.C. Workshop on "Office Management". To motivate the staff, the institution is offering interest free loans for treatment of critical illness, fee waiver for the children of the staff, marriage loans and festival advances to non-teaching staff, staff welfare through Employees Cooperative Credit Society, and advancement of salaries by the management are made when they are delayed. To offer safety measures the management has provided fire extinguishers and acid resistance gloves and masks in the laboratories. There is Grievance Redressal Cell functioning in the college to sort out the problems of the staff.

The Management encourages the teachers whenever they receive the awards or complete 25 years of service or for obtaining higher degree. The College accounts have been audited for the last three years. The management obtains an informal feed back from the students about the campus, courses, program options, teachers and other facilities and accordingly has tried to improve the academic and administrative facilities for the benefit of the students and the staff. The management has spent around Rs.2.5 crores for the development of infrastructural facilities of the college. As a non-profit apolitical organization, the management also runs 19 institutions in Andhra Pradesh. The commitment, accountability, transparency, social responsibility and moral values of the Governing Body needs commendation.

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CRITERION VII: HEALTHY PRACTICES:

The Peer Team has identified certain healthy practices in the college reflecting the vision and mission of the college. Some of the notable healthy practices are summarized below:

- Vision and mission of the management and college.
- Good programme options at affordable cost; Vocational and career oriented programmes at UG & PG level in all the three faculties.
- Introduction of parallel stream of market friendly courses with facilities for, on job training and skill development on self-financing basis.
- Introduction of computer education to select the students.
- Harmonious relationship, team spirit healthy cordiality and cooperation among the various components in the institution.
- Adoption of good teaching learning methods
- Efforts initiated by the college to organize community oriented extension activities.
- Good number of best teachers awards from the Andhra Pradesh Government and the recognition and felicitation by college and even by Alumni Association.
- Good financial support by management to the deserving poor students, to promote research projects and different modes of financial support to the staff to take care of personal needs.
- Good support and guidance to promote Sports, NCC and NSS activities.
- Steps towards Library and Office automation.
- Efficient Management of Credit Co-operative Society.
- The NCC, NSS, Red Cross and other activities to help the students in personality development.
- The M.O.U. between Department of Clinical Nutrition and the National Institutes of Nutrition and six hospitals at Hyderabad.

- The linkages of Commerce Department with the Chartered Accountant firms and local consultants and agents.
- The Regular special and guest lectures of eminent personalities on human rights, moral values, patriotism and so on.
- The involvement of students in the management of clean and green campus and co-curricular activities which brings a sense of identity with the institution to the students.
- Informal and formal training on essentials of soft skills and Information technology.
- Science Exhibition entitled as Science Fest-2004 in order to propagate scientific temper and innovations in science and technology.
- Rewarding achievers with Gold Medals, Prizes and Certificates.
- Involvement of staff in NGO organization and their activity.
- Moderate affordable fee structure, even for self-financing courses.
- Achievements in sports and cultural activities at national and international levels.
- Yoga and Martial Art training to students.

SECTION 3: OVERALL ANALYSIS:

Kasturba Gandhi College for Women, Secunderabad which is an aided institution started in 1973 offering B.A., B.Sc. and B.Com, is jointly managed by Osmania Graduates' Association and the Exhibition Society. To keep pace with present day needs it has introduced several UG & PG Career oriented courses on self-financing basis. In Nov. 2003 it was renamed as Kasturba Gandhi Degree & P.G. College for Women, Secunderabad. The vision, mission and goals of the college is "women empowerment", creating a dynamic self reliant women force through social awareness, quality education and personality development. The college has volunteered itself to be assessed and accredited by NAAC and accordingly the Peer Team, after a thorough consideration and validation of the SSR during its visit, has arrived at the following commendations and suggestions.

Commendations:

- Vision and mission of college with a stress on women empowerment.
- Conventional as well as career oriented courses.
- Around 50% of the students belong to weaker sections of society.
- Self-financial courses at moderate cost.
- Continuation of B.A. Degree programme as a social need.
- Committed faculty and open to adaptability and change.
- Existence of internal audit practice and internal quality check mechanism in the form of maintaining proper records like attendance registers, mark and Assignment registers, question bank and project reports etc.
- 3 tier basis feed back mechanism practiced in the college.
- Excellent understanding and rapport visible among all the components in the college (from the management level to the student level).
- Motivation and guidance from the management.
- Management initiative as well as the faculty involvement in encouraging research projects among staff and students through financial support.
- Enthusiastic good number of participation of faculty members in all levels of seminars and workshops National level and in International level.
- Staff and students are active and display enthusiastic participation in the academic programmes as well as in all the progressive activities of the college.
- Encouragement, motivation and financial assistance by the management to staff to take part in the national conferences and seminars, and financial assistance offered for the students to participate in international sports.
- To fulfill the goals and vision of the college the management fixes minimum fee structure even in the self-financing courses mainly to benefit the economically under-privileged.
- The achievements and the involvement of the staff and students in the field of sports, NCC, NSS, Youth Red Cross and cultural activities deserves special compliments.

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- 11 Faculty members and the Physical Directres have received best teachers award from the A.P.State Government and 3 Ph.D. Gold Medals awardees brought laurels to the college.
- Teachers as Ph.D Research Guides.
- The college students have secured ranks and gold medals at the University examinations. During the last 10 years, the college has bagged 16 ranks at the University UG & PG Examinations, all of them belonging to either the department of Commerce or Computer Science. Similarly 13 students have secured gold medals of the University during the last 15 years.
- The college has encouraged sportswomen to participate in international sports events. During the last 5 years, 4 students have participated in International events, of whom one has won three gold medals in 2002 at South Korea.
- The college has the credit of producing national players in the field of Tennis, Tenni-koit, Power Lifting, Net Ball and Korfball.
- The college students have been a part of Osmania University teams of cricket, Tennis, Tenni-koit and so on and represented it at All India Inter-University level and State level as well as national level.
- The participation of college students in student exchange programme to foreign countries is commendable. During the last 5 years, 4 students have gone abroad (Russia, Canada and Singapore) on such programme.
- The achievements of students in the national and international competitions, quiz competitions is note-worthy.
- Celebration of "Tyagaraja Day" through musical concerts is commendable.
- India Today, a leading national periodical has rated this college on its own criteria as second best in 2000 & 2003 and third best in 2001 for Arts stream in twin cities.

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- It is a college for women having only women as their teachers.

Recommendations for the enhancement and further progress of the college:

- College may explore the possibility of improving the percentage of overall results with reference to social sciences. The dropout rate can be minimized by identifying the reasons and remedial measures.
- Basic Computer training programmes can be offered to all the students.
- The library which is the knowledge base of any institution is to be strengthened further more, with more number of Books and Journals and reading room space and enhanced internet accessing.
- Consultancy services are to be initiated to extend the benefit of the expertise and the infrastructure to the immediate society.
- To educate the students towards career focus, the Placement Cell facility may be extended to all the U.G. & P.G. students.
- The institution can go in for M.O.U. for academic and extension activities with the industries/institutions nearby, so that the students can be prepared for the market requirement.
- An entrepreneur Development cell can be introduced to offer skill based programmes to improve the self reliance of the students.
- Co-Curricular and extension activities of all departments may be improved by introducing innovative programmes suitable to the current needs.
- The college may offer the hostel facilities, transport facilities, and create a poor fund for the deserving needy students during their academic career at college.
- Restructurisation of the B.A. degree subjects and course option may improve the quality of the students. Introducing subjects like Travel and Tourism for history students, statistics, quantitative techniques and econometrics for the students of B.A. Economics, functional English, Translation, Script Writing, social work, woman studies and so on may be considered.

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- Job oriented value add on new courses like Visual Communication, Electronic Media, Fashion Designing, Interior Decoration, Woman Studies, Human Rights, Journalism and Mass Communication and social work can be introduced.
- College may study the feasibility of introducing community colleges to help the rural students.
- Teachers and students of the college having talent in Fine Arts, Languages, Interior Decoration, Dietetics and so on may introduce short term courses for students and housewives.
- Coaching classes for I.A.S., I.P.S., I.F.S., Banking Examinations may be started.
- C.A. and I.C.W.A. foundation courses – for B.Com and other students may be introduced.
- Provision of transport facility may be considered.
- To spread the good ideals and rich virtues of the Great Mother Kasturba Gandhi the management can distribute small pamphlets or booklets to all the students and the nearby people.
- The use of mobile phones can be restricted to avoid the distractions of the students by introducing few P.C.O. coin box phones on the Campus.
- Professional personal and medical counseling may be offered to the students.
- Wall magazines may be introduced to give an opportunity for creativity.
- Guardian – Mentor system may be followed.
- Teachers may be motivated to seek minor and major research projects.
- College may organize sponsored National Seminars and Workshops

The team is of the view that the college has got abundant potential for scaling greater heights, which can be achieved by integrating all positive imports.

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The Team appreciates the institution for its meaningful growth, inbuilt reputation and goodwill it enjoys in the society and functioning smoothly under the able leadership of Management and the Principal. The team, records their appreciation and thanks for the service and cooperation given by the Principal, Co-ordinator, faculty, staff and students as well as the Members of the Governing Body in facilitating the assessment exercise and make it a success.

1. Dr. K.K.N. Kurup

2. Dr. Y.M.Jayaraj

3. Dr. Sumithra

I have read the report and accept the same.

Dr. T. SULOCHANA

Principal

Date: 22- 7- 2005

Seal:

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ANNEXURE-4

Papers Published in Peer Reviewed Journals: UG-Faculty

Dr. A. Anita Reddy, Principal:

A. Anita Reddy: "Demonetization-Dearing-Do", International Journal of Trade & Global Business Perspectives, ISSN: 2319-9059 (Print)   ISSN: 2319-9067 (Online) December 2016, Impact factor - 6.533.

A. Anita Reddy: "Why values in teaching profession-A perspective", International Journal of Organizational Behavior of Management Perspectives, ISSN: 2279-0950 (Print), 2279 – 0969 (Online) Oct-Dec 2016, Impact Factor - 6.486.

A. Anita Reddy: "Parallel Market–Unparalleled Emergence", Southern Economist,   December 1. 2016,   ISSN: 0038-4046.

A. Anita Reddy: "Who says India is Poor", International Journal of Retailing and Business perspectives, ISSN-2279-0934 (Print) 2279-0942 (Online), Impact Factor - 6.622.

A. Anita Reddy: "Primary Education need for Rumination", International Journal of Innovative Research Growth Volume 4 Issue: 2nd December, 2016, ISSN No: 2455-1848, Impact Factor – 2.58.

Dr. Dayamayi Adapa, Department of English:

Dayamayi Adapa:"Contemporary Indian English Literature : Nurturing native sensibility with linguistic adaptations", Research Journal of English Language and Literature (RJELAL), ISSN 2395-2636, Vol.6. Issue 4, (Oct-Dec, 2013).

Dayamayi Adapa:" "Thai :Learners' English Pronunciation Competence: Lesson Learned from Word stress and Assignment", Journal Language Teaching and Research, ISSN 1798-4769   Vol. 1, No. 6,, p,p 798-804,November 2013.

Dayamayi Adapa:"The Religious Poetry of Charlatanry and George Herbert : A Comparative study", Ethiopian Journal of Asian Studies, Vol. 6,Issue: 1 January-March,2016,Published by Addis Ababa, Ethiopia

Dr. B. Rama Devi, Dept of Botany:

B. Rama Devi, Ch. Mohan, P. Manjula and B. Prathibha Devi. (2014). Phytochemical and micropropagation studies in Hemidesmus indicus R. Br. Journal of Indian Botanical Society. 93 (1&2): 76-81.Impact factor:0.787.

B.Rama Devi, CH. Mohan, D. Sreekanth and Prathibha Devi. (2015). Genetic diversitystudies in twelve accessions of Hemidesmus indicus (L.) R. BR.by RAPD analysis. International Journal of pure and Applied Bioscience. 3(1): 150-157.Impact factor:0.654.

CH. Mohan, **B. Rama Devi**, P. Manjula, B. Kiran Kumar, B. Naresh and B. Prathibha devi. (2014). Phytochemical investigations and micropropagation of Tylophora incica (Burm. F.)Merill from nodal explants. Journal of Indian Botanical society. 93(3&4): 25-32. Impact factor:0.787.

Prathibha Devi Cherku, **B. Rama Devi**, Veena Reddy and Syeda Fatima Manzelat. (2016). Estimation of 2—hydroxy-4-methoxybenzaldehyde, lupeol and other unreported compounds in an elite ecotype of Hemidesmus indicus (L.) R. BR. Annals of Phytomedicine. 5(1): 51-58. Impact factor:0.900.

Chiluveru Mohan, Aireddy Karnakar, Surapaneni Sateesh, **Bhukya Rama Devi**, Pamuraju Manjula, Dasari Sreekanth, Bittlingu Keerthi and Prathibha Devi. (2014). Phytochemical analysis and in vitro propagation of Gymnema sylvestre R. Br. Valuable medicinal plant.International Journal of Current Biotechnology. 2(12):16-21. Impact factor:0.564.

CH. Mohan, P. Manjula, B. Kiran Kumar, B. Naresh, **B. Rama Devi** and B. Prathibha devi. (2014). In vitro propagation of Clitoria ternatea L., A valuable medicinal plant. Trends in Biosciences. 7(18):2698-2701. Impact factor:0.787.

Paper Communicated:

B. Rama Devi, B. Keerthi, S. Niranjan and Ch. Mohan. Phytochemical analysis, Antibacterial and antioxidant activity of Tylophora indica. Journal of Pharmacognosy and Phytochemistry.

Dr.G.Vijayacharan, Department Of Chemistry:

G.Vijayacharan – "Knoevenegal Condensation at room temperature using SeO2/ZrO2 catalyst in water medium and solvent free conditions", Journal of Chemical and Pharmaceutical Research,2013,5(10)97-101.

G.Vijayacharan – "Efficient stable and reusable Bi2O3/ZrO2 Catalysed one-pot synthesis of 3,4-dihydro –pyrimidi-2(H)-ones under solvent free conditions**.**",International Journal of Chemical and Analytical Science,2014,5(2),86-92.

G.Vijayacharan- "One pot synthesis of phenanthridines using a palladium catalyzed cyclization of aromatic Ketoximes with aryl iodides via Beckmann rearrangement", Royal society of chemistry,2016,6,450362-45040.

G.Vijayacharan- "Identification, Isolation and Characterization of unknown acid degradation product of Nevirapine", American Journal of Analytical chemistry 2016,7(09),663-678.Impact factor- 2.48.

G.Vijayacharan- "Rational design ,synthesis and anti proliferative evaluation of novel Benzosuberone tethered with hydrazide-hydrazones", Bio-Organic and Medicinal Chemistry letters 24(2014)5041-5044.Impact factor-4.05.

G.Vijayacharan- "Rational design ,synthesis and anti proliferative evaluation of novel 1,4-benzoxazine-[1,2,3]triazol hybrids", European Journal of Medicinal Chemistry.89(2015)138-146. Impact factor-2.48.

G.Vijayacharan- "Synthesis and anti –microbial activity of novel benzoxazyme sulfonamide derivatives**",** Organic and Medicinal Chemistry letters 25(2015)1643-1646. Impact factor-1.08.

G.Vijayacharan- "A simple approach to the one-pot three component synthesis of 4H –Pyrimido{2,1-b} benzothiazole derivatives using poly ethylene glycol(peg-400)", Letters in organic chemistry,2015,12,197-204.

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G.Vijayacharan- "Identification, Isolation and structure confirmed of Forced degradation products of Sofosbuvir", American Journal of Analytical Chemistry **(Accepted)** in press ID 2201483.

G.Vijayacharan- "Recoverable and reusable V2O5/SnO2 catalyst for N-Boc protection of amines under solvent free conditions", Russian Journal of General Chemistry **(communicated)**

G.Vijayacharan- "The aqueous one-pot 3-component coupling for the synthesis of poly substituted pyrrolidines and tetra hydro pyrimidines via multi component cyclization sequence", Journal of Chemical and Pharmaceutical Research **(communicated).**

Dr. Uma Chitra, Dept of Clinical Nutrition and Dietetics:

Uma Chitra, Radhika MS, Koushik Adhikari and Balakrishna N, "Neophobic tendencies and dietary behavior in a cohort of female college students from Southern India" Journal of Sensory Studies, 31: 70-77, 2016. Impact Factor 2.213, Indexed in PubMed, ISSN: 1745-459X,

Kadri Koppel, Suntaree Suwonsichon, **Uma Chitra**, Jeehyun Lee and Edgar Chambers IV, Eggs and Poultry Purchase, Storage, and Preparation Practices of Consumers in Selected Asian Countries, Foods, 3, 110-127, 2014. Cited by 6, Indexed in Food Science and Technology Abstracts and Chemical Abstracts and Emerging Sources Citation Index, ISSN 2304-8158.

Uma Chitra, Sunitha Premalatha K, Nutritional management of renal transplant patients, Indian Journal of Transplantation, **7**(3): 88-93, 2013. Indexed in Scopus and Science Direct, Not cited. ISSN: 2212-0017.

Uma Chitra, Genetically modified foods – harmful or helpful?, Research Reach, Journal of Home Science, Vol. 12, No. 2, 1-7, 2013. ISSN 0974-617X, Indexed in Connect Journals.

Uma Chitra, Krishna Reddy N, Balakrishna N. Role of lifestyle variables on the lipid profile of selected South Indian subjects, Indian Heart Journal; **6401**: 28-34, 2012. ISSN 0019-4832, Indexed in MEDLINE.

Uma Chitra, The Impact of Climate change on Food security in India, Ann Quest, Online Journal, St. Ann's College for Women, Mehdipatnam, Hyderabad. 2012. www.stannsjournal.com http://www.stannscollegehyd.com/online_journal.php .

Mrs. Kusuma Dorcas, Dept of Microbiology:

Kusuma Dorcas and Pavan Kumar Pindi. 2016. Optimization of Protease Production from Bacillus cereus.Int.J.Curr.Microbiol.App.Sci. 5(6): 470-478. doi: http://dx.doi.org/10.20546 /ijcmas.2016.506.054 Impact factor: 2.937, **ICV 2015: 85.95.** ISSN: 2319-7706.

Kusuma Dorcas, Vasavi Dathar and Pavan Kumar Pindi. Purification and characterization of protease Produced by Bacillus cereus NC77. Int J Pharm Bio Sci Volume 7 issue 4, October-December, Pages:B898 - B903. DOI: https://doi.org/10.22376/ijpbs.2016.7.4.b898-903. 2016. Indexed by Scopus, Impact Factor = 5.121.

Mrs.M.Shalini, Department of Computer Science:

M.Shalini: "Classification and Recognition of Printed Hindi Characters Using Artificial Neural Networks", I.J.Image,Graphics and Signal Processing, 2012, 6, 15-21 Published online July 2012 in MECS (http://www.mecs-press.org) DOI:0.5815/ijigsp.2012.06,03.

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D. Karunamai Presented a paper in ELTAI International Seminar "COBI and English –Powerful innovation of 21st century" on 1st and 2nd July 2016 at Vasavi Engineering College, Hyderabad.

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M.Shalini**, B.Indira**, Published a paper entitled "Pattern Recognition using Image Processing" in proceedings of International Conference on Advanced Computer Science and Software Engineering (ICACSSE-2016), June 29, 2016, in IJMETMR, a peer reviewed open access International Journal, pp. 1-7.

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N. Vijaya**, B.Indira**, Presented a paper entitled "Problems and Prospects of Skilling in India – An Overview" in a National Seminar on " Skilling India : Status, Contours and Strategies" held on 22nd – 23rd, December, 2015, organized by Dept. of Adult and Continuing Education, S.V. University and Institute for Development Research and Alternatives, Tirupati .

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M.Shalini**, B.Indira**, Presented a paper entitled "Big Data – An emerging trend in the field of IT" in a National Seminar on "Big Data" held on 11th September, 2015, organized by Department of Mathematics, Statistics and Computer Science, St. Mary's College, Yousufguda, Hyderabad.

Asha Binu Raj, Presented research paper titled "Employee Well Being through Internal Branding: An Integrated Approach for achieving Brand Outcomes" in the 26th Annual Conference of National Academy of Psychology (NAOP), India organized by Indian Institute of Technology (IIT) Madras, Chennai held during December 29-31, 2016.

Asha Binu Raj, Presented research paper titled "Building an Internal Brand through Value based Management Practices in Indian Organizations" in International Conference on Management, Business and Economics, 2016 organized by ITM Business School, Chennai in collaboration with International Multidisciplinary Research Foundation during March 23-24, 2016.

Asha Binu Raj, Presented research paper titled " Antecedents and Consequences of Internal Branding in organizations in Indian services sector" in the 12th International Conference in Business Management (ICBM) – 2015 on Future Sustainability, Governance and Ethics, organized by University of Sri Jayewardenepura, Colombo, Sri Lanka on 7th & 8th December, 2015.

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Asha Binu Raj, Presented research paper titled "Internal Branding: An Employee Based Tool for Branding Beyond Marketing" in International Conference on Marketing 2015 organized by ITM Business School, Chennai and International Multidisciplinary Research Foundation during January 09-10, 2015 at ITM Business School, Chennai, India.

Asha Binu Raj, Paper titled "Employee Branding as a Holistic Retention Strategy" presented in National Seminar on Innovative Management Practices for Sustainable Development and Global Competitiveness (IMPETUS' 15) organised by Department of Management Studies, Pondicherry University, Puducherry in association with Indian Council of Social Science Research (ICSSR), New Delhi held on 8th and 9th October, 2015.

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Bhakti Pawar:"Scientific and Pragmatic view on Role CSR in sustainable Rural Development, presented at GSCSR 2015, Global Summit on Corporate Social Responsibility, organized by IIM – Raipur, IICA- Delhi & NLSIU – Bangalore at New Delhi on 15th & 16th May, 2015.

Bhakti Pawar :"A role and need of Development and marketing of Rural Tourism in Employment Generation, presented at IMPETUS' 15, Organized by Department of Management Studies, Pondicherry University, on 8th & 9th October, 2015; ISBN: 978-93-85477-25-6.

Bhakti Pawar: "Three Tier Approach: An ideology for Ecotourism Development and economic sustainability", presented at 12th International Conference on Business Management (ICBM), organised by Faculty of Management Studies and Commerce, University of Sri Jayewardenepura, held at Columbo, Sri Lanka, on 7th & 8th December, 2015; SSRN- 2706345; ISSN 2235-9773.

Bhakti Pawar: "Ecotourism –An effective methodology for Sustainable Rural development", presented at International Conference on' Rural Development: Prospects and Challenges,' organized by Gaeddu College of Business Studies, Royal University of Bhutan & Department of Commerce, Aligarh Muslim University, India, held at Royal University of Bhutan on 3rd & 4th June, 2016, Publication Details: Rural Development in Bhutan-Prospects and Challenges" Vol III, ISBN- 978-99936-33-54-9.

Bhakti Pawar: "BRICS: A study of Socio- economic aspects in Global Sustainable Development" in International Conference on Business Management, Economics & Social Sciences (ICBMESS) Jointly organised by AMDISA (A SAARC recognised body, Uttara University, Bangladesh &

GBMF, USA held at Uttara University Dhaka, Bangladesh, on 21st – 23rd December,2016. ISBN: 978- 984-34-1545-5.

K.Lakshmi Rajyam: "A Study on e- Banking, Benefits, Frauds and Prevention's in India " presented at the National Seminar on "Financial literacy : Importance,Initiatives and Challenges on 9th December 2016, Organised by Kasturba Gandhi Degree and PG College for Women ,West Mareedpally.

E-Content Presentation:

Dr.Angela Moorjani, Head,Department of English presented E-lessons in English Literature (British Poetry) for on-line UG Programme of Ministry for Human Resources and Development, Govt. of India, in conjunction with EMMRC & EFLU, Hyderabad. **www.cec.nic.in**

Dr.Angela Moorjani, Head,Department of English engaged in preparation and presentation of E-lessons for UG Course in English Literature (Indian Writing in English –Poetry) for Massive Open On-line Courses (MOOC) being offered by EFLU, Hyderabad.

Dr Uma Chitra: Prepared and developed modules for Countrywide Classroom Programmes (to be telecast by Doordarshan Channel) conducted by EMMRC (Educational Multi Media Research Centre), English and Foreign Languages University, Hyderabad from July 2015 to May 2016.

1. **Uma Chitra**- Fundamentals of Food and Nutrition - Rice
2. **Uma Chitra**, Fundamentals of Food and Nutrition- Wheat
3. **Uma Chitra**, Fundamentals of Food and Nutrition – Eggs
4. **Uma Chitra**, Food borne infections and intoxication – Mode and sources of transmission and methods of prevention. Investigation and detection of food borne disease outbreaks

Oral/Poster Presentations by UG Students:

A. Sree Nidhi & P. Priyanka: "Bioloimb Transplantation", SUDHEE-2015 (A national level technical symposium), organized by Department of Biotechnology, CBIT, Hyderabad-(10th-11th March-2015).

K. Swarna Manjari:: "Micropropagation of virus free banana plants through shoot tip culture and Agrobacterium mediated transformation", Two day National conference on "Research Advances in Biotechnology" (NCRABT-2016), organized by SNIST, Hyderabad (20th-21st Oct 2016).

M.Vaishnavi: "Floral bud micropropagation of a commercial cut flower-Gerbera jamesonii", Two day National conference on "Research Advances in Biotechnology" (NCRABT-2016), organized by SNIST, Hyderabad (20th-21st Oct 2016).

Jyoti Pandey, Roshini Singh,& Saheli Bera: "Production of Ethanol from Various Spoiled Fruits by Batch Fermentation", National seminar on "Advances in Bioprocess engineering", organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

I. Swathi, Ch Anusha Reddy & V. Annapurna: "Isolation and Screening of High Yielding Citric Acid Producing Aspergillus SP", National seminar on "Advances in Bioprocess engineering", organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

NKM Nandini: "Optimization of Growth Conditions for the Isolation of Dextran Producing Leuconostoc Spp", National seminar on "Advances in Bioprocess engineering", organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

M. Vaishnavi: "Potential Use of Vegetable and Fruit Waste as Natural Sources of Bioactive Compounds", National seminar on "Advances in Bioprocess engineering", organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

V. Saranya: "Application of the Factorial Design of Experiments and Response Surface Methodology to Optimize Dextransucrase Enzyme Production", National seminar on "Advances in Bioprocess engineering", organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

Grace Evangline: "Evaluation of Fermentation Method to Produce Ethanol from Food Waste - A Comparative Study", National seminar on "Advances in Bioprocess engineering", organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

Lalitha: "Biosorption of Heavy Metals by a Bacterium Isolated from Industrial Effluents", National seminar on "Advances in Bioprocess engineering", organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

Zehra Begum: "Evaluation, Expression and Purification of Human Islet Amyloid Polypeptide Inhibitors (hIAPPi) - A New Ray of Hope for Type II Diabetes", National seminar on "Advances in Bioprocess engineering", organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

S. Sirisha: "A Novel Cost-Effective Approach for the Fermentative Production of Dextran by an Indigenous Leuconostoc Sp Using Food Waste", National seminar on "Advances in Bioprocess engineering", organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

K. Swarna Manjari: "Development of an Economic Model for the Use of Polyphenol Oxidases in the Bioremediation of Phenol Containing Industrial Water"**,** National seminar on "Advances in Bioprocess engineering", organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

 Y. Nikitha & **Sara Bano:** "Biofuel of the Future –The Spirulina", at National Seminar on Advances in Bio Process Engineering, organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

 Bhavana Rajpurohit & Jayasree Reddy: "Production of Pneumococcal Vaccine - A Boon to the Society", at National Seminar on Advances in Bio Process Engineering (NSBPE 2016) organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

Aakanksha Srinivas & Supraja Chakilam: "Degradation of Hydrocarbons in the
 Marine Environment by Alcanivorax", at National Seminar on Advances in Bio Process   Engineering (NSBPE 2016), organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

 Swati Sharma A & Uma Maheshwari: "Stem Cell Therapy- A New Approach for   Treatment of Myocardial Infarction", at National Seminar on Advances in Bio Process   Engineering (NSBPE 2016), organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016)

Amanpreeth & Ankita   (III Bt.M.C): "Scientific Advances- Moral and ethical values to society", at National Seminar, "Impact of   Scientific Advances on society" (ISAS-2015) at St. Pious X Degree   and   P.G college for Women,Hyderabad,(18th -19th August 2015).

 Zehra Begum & Sudeshna Patra, (II BTMC): "Science- The movement from Darkness to Light", , at National Seminar on 'Impact of Scientific Advances on society' (ISAS-2015) at St. Pious X Degree   and   P.G college for Women,Hyderabad(18th -19th August 2015).

 Ashlesha & Sheetal (II MZC): "Fauna technology and its impact on our society", at National Seminar on"Impact of Scientific Advances on society", (ISAS-2015) at St. Pious X Degree and   P.G college for Women,Hyderabad, (18th -19th August 2015).

T.Mounika & Roshni Singh: "Overexpression of Glucose 6 Phosphate Dehydrogenase Enzyme (G6PD) in Transgenic Mice", National seminar on "Advances in Bioprocess engineering", organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

Syed Yasmeen & Shajahan Fathima: "Genetic Engineering of Algae for Better and Cheaper Biofuel Production", at National seminar on "Advances in Bioprocess engineering",organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

A.Sree Nidhi: "Advanced Biopharmaceutical Manufacturing: An Evolution Underway", at National seminar on "Advances in Bioprocess engineering",organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

C.S.Viharika & B. Manasa: "Cell Therapy Bioprocessing for β-Thalassemia-A Revolution", National seminar on "Advances in Bioprocess engineering", organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

R. Shivani & S.Sitara: "Bacteriocins - A Promising Approach to Food Biopreservation", National seminar on "Advances in Bioprocess engineering",organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

P. Keerthana: "Viral Clearance Challenges and Strategies in the production of Biologics", National seminar on "Advances in Bioprocess engineering",organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).
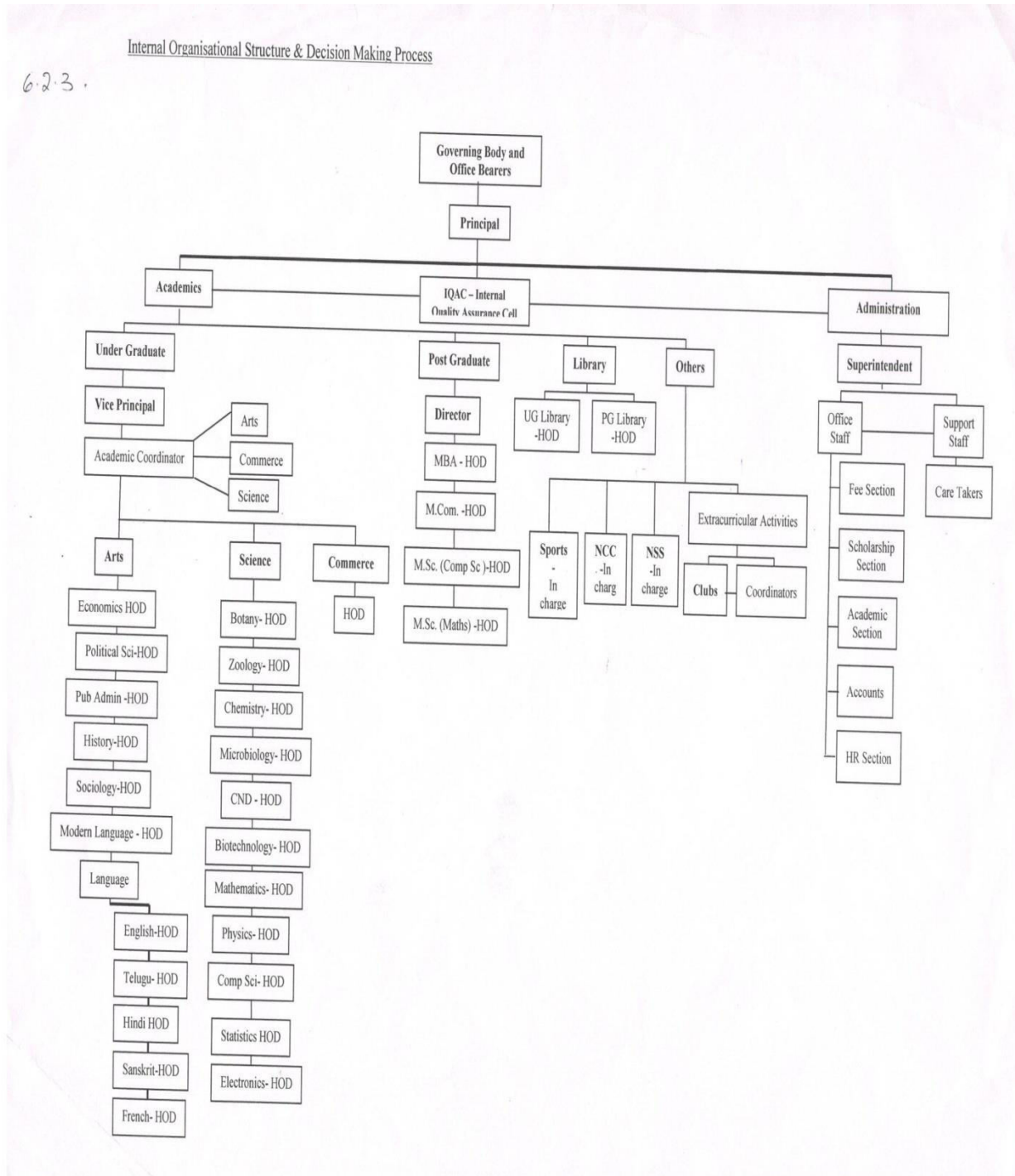
G.Bhavyasri, G.Anusha & M.Sowmya: "Angiotensin-I-Converting Enzyme (ACE) Inhibitors from Dairy Resources: Prospects in the Pharmaceutical Industry", National seminar on "Advances in Bioprocess engineering",organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

Sanjana Kumari: "Nanotechnology in Food Processing Sector-An assessment of Emerging Trends and Social Concerns", National seminar on "Advances in Bioprocess engineering", organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

Y. Divya: "Process Analytical Technology in Biopharmaceutical Production Past Successes and Future Challenges", National seminar on "Advances in Bioprocess engineering", organized by Dept of Biotechnology & Microbiology, Kasturba Gandhi Degree & PG College for Women, Secunderabad. (24th-25th Nov 2016).

ANNEXURE - 5

Annexure 6

Internal Organisational Structure & Decision Making Process

6.2.3.

Governing Body and Office Bearers

Principal

Academics — IQAC – Internal Quality Assurance Cell — Administration

Academics

Under Graduate

Vice Principal

Academic Coordinator — Arts, Commerce, Science

Arts
- Economics HOD
- Political Sci-HOD
- Pub Admin -HOD
- History-HOD
- Sociology-HOD
- Modern Language - HOD
- Language
  - English-HOD
  - Telugu- HOD
  - Hindi HOD
  - Sanskrit-HOD
  - French- HOD

Science
- Botany- HOD
- Zoology- HOD
- Chemistry- HOD
- Microbiology- HOD
- CND - HOD
- Biotechnology- HOD
- Mathematics- HOD
- Physics- HOD
- Comp Sci- HOD
- Statistics HOD
- Electronics- HOD

Commerce
- HOD

Post Graduate

Director
- MBA - HOD
- M.Com. -HOD
- M.Sc. (Comp Sc)-HOD
- M.Sc. (Maths) -HOD

Library
- UG Library -HOD
- PG Library -HOD

Others
- Sports - In charge
- NCC -In charg
- NSS -In charge
- Extracurricular Activities
  - Clubs
  - Coordinators

Administration

Superintendent
- Office Staff
  - Fee Section
  - Scholarship Section
  - Academic Section
  - Accounts
  - HR Section
- Support Staff
  - Care Takers

Annexure 7

Satyanarayana & Co.
CHARTERED ACCOUNTANTS

5-5-88/5, AMAR MANSION,
RANIGUNJ, SECUNDERABAD - 500 003.

PHONES OFF : 277 18 992
277 15 028
663 39 972
FAX : 040 - 277 14 814
G. SATYANARAYANA RES : 278 00 479
J. JAGANNADHA RAO RES : 277 65 195
CH. SESHAGIRI RAO RES : 278 41 166
G. VENKATARATNAM RES : 278 00 569
E-MAIL : satco@sol.net.in

To
Hon'ble Secretary,
Kasturba Gandhi Degree College for Women,
Secunderabad.

Dear Sir,

We have audited the attached Balance sheet of Kasturba Gandhi Degree College for Women as at 31st March 2013 and also the Income and Expenditure account for the year ended on that date annexed thereto. These financial statements are the responsibility of the college's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with the auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

We enclose in the Annexure our comments on the books of accounts maintained by the college.

Further to our comments in the Annexure referred to above, we report that:

(i) We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purposes of our audit;

(ii) In our opinion, proper books of accounts as required by law have been kept by the college so far as appears from our examination of those books and proper records adequate for the purposes of our audit.

(iii) We suggest that the college may be registered under Societies Registration Act so as to have a constitution and bye-laws of its own.

(iv) The Balance sheet and Income and Expenditure account dealt with by this report are in agreement with the books of account.

Contd......2

Satyanarayana & Co.
CHARTERED ACCOUNTANTS

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G. VENKATARATNAM RES : 278 00 569
E-MAIL : satco@sol.net.in

-2-

(v) In our opinion and to the best of our information and according to the explanations given to us, the said accounts give the information in the manner so required and give a true and fair view in conformity with the accounting principles generally accepted in India.

(c) in the case of the Balance sheet, of the state of affairs of the college as at 31st March 2013; and

(d) in the case of Income and Expenditure account, of the excess of Expenditure over income for the year ended on that date.

For M/s. Satyanarayana & Co.,
Chartered Accountants

Place: Secunderabad
Date : 27-5-2013

G. Venkat Rathnam
Partner

Satyanarayana & Co.
CHARTERED ACCOUNTANTS

5-5-88/5, AMAR MANSION,
RANIGUNJ, SECUNDERABAD - 500 003.

Kasturba Gandhi Degree &
P.G. College For Women

Inward No.....20237.............
Date.......4|7|14.................

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AUDITOR'S REPORT

To
Hon'ble Secretary,
Kasturba Gandhi P.G. College for Women,
Secunderabad.

Dear Sir,

We have audited the attached Balance sheet of Kasturba Gandhi P.G. College for Women as at 31st March 2014 and also the Income and Expenditure account for the year ended on that date annexed thereto. These financial statements are the responsibility of the college's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with the auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

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(iii) We suggest that the college may be registered under Societies Registration Act so as to have a constitution and bye-laws of its own.

(iv) The Balance sheet and Income and Expenditure account dealt with by this report are in agreement with the books of account.

Contd....2

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Satyanarayana & Co.

CHARTERED ACCOUNTANTS

5-5-88/5, AMAR MANSION,
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:: 2 ::

(v)   Statutory obligations regarding EPF & ESI and Minimum wages Act as per labour laws are to be followed after obtaining expert opinion.

(vi)   Quarterly TDS returns are to be filed regularly in order to avoid interest and penalty.

(vii) In our opinion and to the best of our information and according to the explanations given to us, the said accounts give the information in the manner so required and give a true and fair view in conformity with the accounting principles generally accepted in India.

(a) in the case of the Balance sheet, of the state of affairs of the college as at 31st March 2014; and
(b) in the case of Income and Expenditure account, of the excess of income over expenditure for the year ended on that date.

For M/s. Satyanarayana & Co.,
Chartered Accountants

Place: Secunderabad
Date :

G. Venkat Rathnam
Partner

Satyanarayana & Co.
CHARTERED ACCOUNTANTS

5-5-88/5, 1st FLOOR, AMAR MANSION,
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AUDITOR'S REPORT

To
Hon'ble Secretary,
Kasturba Gandhi P.G. College for Women,
Secunderabad.

Dear Sir,

We have audited the attached Balance sheet of Kasturba Gandhi P.G. College for Women as at 31st March 2015 and also the Income and Expenditure account for the year ended on that date annexed thereto. These financial statements are the responsibility of the college's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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(iii)   We suggest that the college may be registered under Societies Registration Act so as to have a constitution and bye-laws of its own.

(iv)   The Balance sheet and Income and Expenditure account dealt with by this report are in agreement with the books of account.

Satyanarayana & Co.

CHARTERED ACCOUNTANTS

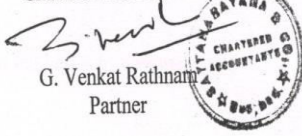5-5-88/5, 1st FLOOR, AMAR MANSION,
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:: 2 ::

(v)   Statutory obligations regarding ESI and Minimum wages as per labour laws are to be followed after obtaining expert opinion.

(vi)   Quarterly TDS returns are to be filed regularly in order to avoid interest and penalty.

(vii)   In our opinion and to the best of our information and according to the explanations given to us, the said accounts give the information in the manner so required and give a true and fair view in conformity with the accounting principles generally accepted in India.

(a) in the case of the Balance sheet, of the state of affairs of the college as at 31st March 2015; and

(b) in the case of Income and Expenditure account, of the excess of income over expenditure for the year ended on that date.

For M/s. Satyanarayana & Co.,
Chartered Accountants

Place: Secunderabad
Date :

G. Venkat Rathnam
Partner

7

Satyanarayana & Co. Kasturba Gandhi Degree
CHARTERED ACCOUNTANTS P.G. College For Women

5-5-88/5, AMAR MANSION,
RANIGUNJ, SECUNDERABAD - 500 003.

Inward No... 20237
Date..... 4.7.14

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AUDITOR'S REPORT

To
Hon'ble Secretary,
Kasturba Gandhi Degree College for Women,
Secunderabad.

Dear Sir,

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Contd....2

8

Satyanarayana & Co.

CHARTERED ACCOUNTANTS

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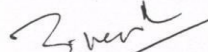G. VENKATARATNAM RES : 278 00 569
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:: 2 ::

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(c) in the case of the Balance sheet, of the state of affairs of the college as at 31st March 2014; and

(d) in the case of Income and Expenditure account, of the excess of Expenditure over income for the year ended on that date.

For M/s. Satyanarayana & Co.,
Chartered Accountants

Place: Secunderabad
Date :

G. Venkat Rathnam
Partner

9

Satyanarayana & Co.

CHARTERED ACCOUNTANTS

5-5-88/5, 1st FLOOR, AMAR MANSION,
RANIGUNJ, SECUNDERABAD - 500 003.

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AUDITOR'S REPORT

To
Hon'ble Secretary,
Kasturba Gandhi Degree College for Women,
Secunderabad.

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We enclose in the Annexure our comments on the books of accounts maintained by the college.

Further to our comments in the Annexure referred to above, we report that:

(i)   We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purposes of our audit;

(ii)   In our opinion, proper books of accounts as required by law have been kept by the college so far as appears from our examination of those books and proper records adequate for the purposes of our audit.

(iii)   We suggest that the college may be registered under Societies Registration Act so as to have a constitution and bye-laws of its own.

(iv)   The Balance sheet and Income and Expenditure account dealt with by this report are in agreement with the books of account.

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Satyanarayana & Co.
CHARTERED ACCOUNTANTS

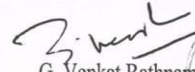5-5-88/5, 1st FLOOR, AMAR MANSION,
RANIGUNJ, SECUNDERABAD - 500 003.

PHONES OFF : 2771 5028, 2771 8992
6633 9972, FAX : 040 - 2771 4814
J. JAGANNADHA RAO RES : 2776 5195
CH. SESHAGIRI RAO RES : 2784 1166
G. VENKATA RATNAM RES : 2780 0569
E-MAIL : satco.ca@gmail.com

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(v) Statutory obligations regarding ESI and Minimum wages as per labour laws are to be followed after obtaining expert opinion.

(vi) Quarterly TDS returns are to be filed regularly in order to avoid interest and penalty.

(vii) In our opinion and to the best of our information and according to the explanations given to us, the said accounts give the information in the manner so required and give a true and fair view in conformity with the accounting principles generally accepted in India.

(c) in the case of the Balance sheet, of the state of affairs of the college as at 31st March 2015; and

(d) in the case of Income and Expenditure account, of the excess of Expenditure over income for the year ended on that date.

For M/s. Satyanarayana & Co.,
Chartered Accountants

Place: Secunderabad
Date :

G. Venkat Rathnam
Partner

Satyanarayana & Co.
CHARTERED ACCOUNTANTS

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Date: 08-07-2015

To
Secretary,
Kasturba Gandhi Degree and P.G. College for Women,
Secunderabad

Dear Sir,

Finance Act, 2015 brought about an amendment mandating eve educational institutions substantially funded by the Government to file Income Tax Returns from the financial year 2015-2016 onwards "substantially funded by Government" means that the revenue grants received from Government should be not less than 50% of "Gross Income" other conditions that educational institutions must adhere to are:
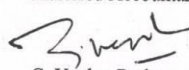
1) Institution should exist only to impart education.
2) It cannot take up business activities cloaked in the guise of 'other activities'
3) No personal expenditure should be incurred.
4) Income tax return should be filed before due date every year.
5) Institution must have a constitution and bye-laws.

The accounts may be randomly picked for scrutiny whenever deemed fit by the Income tax Department.

For this purpose a consolidated Income & Expenditure account and a consolidated Balance Sheet of Degree and Post Graduate Colleges should be prepared.

Thanking you,

Yours faithfully,
for M/s. Satyanarayana & Co.,
Chartered Accountants

G. Venkat Rathnam
Partner

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Satyanarayana & Co.
CHARTERED ACCOUNTANTS

5-5-88/5, 1st FLOOR, AMAR MANSION,
RANIGUNJ, SECUNDERABAD - 500 003.

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AUDITOR'S REPORT

To
Hon'ble Secretary,
Kasturba Gandhi Degree & P.G. College for Women,
Secunderabad.

Dear Sir,

We have audited the attached Balance sheet of Kasturba Gandhi Degree & P.G. College for Women as at 31st March 2016 and also the Income and Expenditure account for the year ended on that date annexed thereto. These financial statements are the responsibility of the college's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with the auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

We enclose in the Annexure our comments on the books of accounts maintained by the college.

Further to our comments in the Annexure referred to above, we report that:

(i)   We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purposes of our audit;

(ii)   In our opinion, proper books of accounts as required by law have been kept by the college so far as appears from our examination of those books and proper records adequate for the purposes of our audit.

(iii)   The Balance sheet and Income and Expenditure account dealt with by this report are in agreement with the books of account.

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