The Annual Quality Assurance Report (AQAR) of the IQAC

(July 1, 2011 to June 30, 2012)

Part – A

1. Details of the Institution

1.1   Name of the Institution

Maulana Azad National Urdu University

1.2   Address Line 1

Gachibowli

City/Town

Hyderabad

State

Andhra Pradesh

Pin Code

500 032

Institution e-mail address

registrar@manuu.ac.in

Contact Nos.

040- 23006612/13/14/15/16 (Epabx)
040 – 23006121(O/o Registrar)

Name of the Head of the Institution:

Prof. Mohammed Miyan

Tel. No. with STD Code:

040 – 23006601

Mobile:

8008942626

Name of the IQAC Co-ordinator: Mr. Abdul Rasheed Shaik

Mobile: 9030793776

IQAC e-mail address: manuuacad@gmail.com

1.3   **NAAC Track ID** *(For ex. MHCOGN 18879)*   EC/48/A & A/48 dated March 08, 2009

1.4   **NAAC Executive Committee No. & Date:**   EC/48/A & A/48 dated March 08, 2009
      (For Example EC/32/A&A/143 dated 3-5-2004.
      This EC no. is available in the right corner- bottom
      of your institution's Accreditation Certificate)

1.5   Website address: www.manuu.ac.in

      Web-link of the AQAR: http://www.manuu.ac.in/AQAR2011-12.doc

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

1.6   Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	3.23	2009	2014

1.7   Date of Establishment of IQAC :   DD/MM/YYYY   18/06/2010

1.8   AQAR for the year *(for example 2010-11)*   2011-12

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

AQAR _____NIL _____ (DD/MM/YYYY)4

1.10   Institutional Status

University   State ☐   Central ☑ Deemed ☐   Private ☐

Affiliated College   Yes ☐   No ☑

Constituent College   Yes ☑   No ☐

Autonomous college of UGC   Yes ☐   No ☑

Regulatory Agency approved Institution   Yes ☑   No ☐
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education ☑   Men ☐   Women ☐

Urban ☑   Rural ☐   Tribal ☐

Financial Status   Grant-in-aid ☑   UGC 2(f) ☑   UGC 12B ☑

1.11   Type of Faculty/Programme

Arts ☑   Commerce ☑   Law ☐   PEI(Phys Edn.) ☐

TEI (Edu) ☑   Engineering ☑   Health Science ☐   Management ☑

Others (Specify)   Computer Science and Information Technology

Mass Communication and Journalism

1.12   Name of the Affiliating University *(for the Colleges)*   Not Applicable

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

Autonomy by State/Central Govt. / University	Central

University with Potential for Excellence	-	UGC-CPE	
DST Star Scheme	-	UGC-CE	
UGC-Special Assistance Programme	√	DST-FIST	
UGC-Innovative PG programmes	√	Any other (*Specify*)	
UGC-COP Programmes	-		

2. IQAC Composition and Activities

2.1   No. of Teachers — 10

2.2   No. of Administrative/Technical staff — 02

2.3   No. of students — 00

2.4   No. of Management representatives — 00

2.5   No. of Alumni — 00

2.6   No. of any other stakeholder and community representatives — 00

2.7   No. of Employers/ Industrialists — 00

2.8   No. of other External Experts — 02

2.9   Total No. of members — 14

2.10   No. of IQAC meetings held

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

Non-Teaching Staff Students   1   Alumni 1   Others [ ]

2.12   Has IQAC received any funding from UGC during the year?   Yes [ ]   No √

If yes, mention the amount   -

2.13   Seminars and Conferences (only quality related)

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

Total Nos. $\boxed{13}$ International $\boxed{3}$ National $\boxed{4}$ State $\boxed{-}$ Institutional Level $\boxed{6}$

2.13   (ii) Themes

- On 13-4-2011 - A Seminar on *"Ambedkar, Islam & Equality"* was organised by CSSEIP. Mr. Asaduddin Owaisi, M.P., Mr. Kaki Madhava Rao, IAS, Mr. Kathi Padma Rao, Mr. Y.B. Satyanarayana participated in the Seminar.
- On 4-5-2011- An Extension Lecture on *"Corruption & Lokpal Bill"* was organised by Dept. of Public Administration and Political Science. Prof. G. Haragopal, Former Professor, Dept. of Political Science, Central University of Hyderabad delivered the lecture.
- On 9-5-2011 - An Extension Lecture on *"Tagore – A Person without Boundaries"* in connection with his 150th birth anniversary was organised by Dept. of Political Science and Public Administration. Prof. G. Haragopal, Former Professor, Dept. of Political Science, Central University of Hyderabad delivered the lecture.
- On 21-5-2011- A four-day National Workshop on *"DSpace Digital Library"* from 21st to 24th June 2011 was organised by Central Library: Chief Guest of the Inaugural Session was Prof. Shabahat Husain, Dept. of Lib. & Information Science & University Librarian I/c, AMU
- On 3-11-2011 - Special Lectures were organised by CSSEIP respectively on *"Addressing the Problems of Minorities and Other Excluded Groups: Reflections on Policy and Research"* delivered by Prof. Sukhadeo Thorat, Chairman ICSSR; and *"Maulana Azad and Ambedkar: Their Agendas"* delivered by Prof. Muzaffar H. Assadi
- On 30-12-2011 - A three day International Seminar on *"Islamic Culture & Art"* was organised by CULLC, MANUU and MESCO, Hyderabad & IOS on 30th & 31st Dec. 2011 and 1st Jan. 2012. H. E. Mohd. Hamid Ansari, the Vice President of India inaugurated the seminar.
- On 4-1- 2012 - *A Four-day International Convention on Persianate Societies* was organised from 4th to 8th Jan. 2012
- On 7-2-2-12 - 12th International Conference on *"Science & Technology Impact on Development & Justice"* was organised on 7th & 8th Feb. 2012 by the Dept. of Persian & Consulate General of I. R. Iran in collaboration with Counsellor & Director of Iranian Students, India & Sub Continent , New Delhi & United Iranian Students Islamic Associations
- On 13-2-2012 - A Research Scholar Seminar was organised by the Dean SLL&I Office
- On 8-3-2012 - A Seminar was conducted by the Dept. of Women Education on *8th and 9th March 2012*
- On 19-3-2012 – A Two-day National Seminar on *"Reservation for Muslim in India – A Setup towards Inclusive Development"* was organised by CSSEIP. Mr. P. S. Krishnan IAS was the Chief Guest. Prof. Faizan Mustafa, VC, National Law University Orissa, delivered the Key Note Adress.
- On 19-3-2012 -*"Good Governance in ODL System"* Workshop Cum Training Programme was organised by DDE (STRQ Unit) & Commonwealth Educational Media Centre for Asia. 19th to 21st March 2012.
- On 31-3-2012 - *"Universities and Lifelong Learning India"*- A Round Table Meeting of Vice-Chancellors of Central Universities was conducted, which was Chaired by Dr. D. Purandeswari, Minister of State, HRD.

2.14   Significant Activities and contributions made by IQAC

- ✓ Training the students to systematize their efforts and academic enrichment initiatives;
- ✓ Encouraged research and development activities of the faculty members;
- ✓ To unfold University's objective of providing quality higher education in Science & Technology in Urdu;
- ✓ To organize National and International Seminars/Conferences by the University Departments/ Centres;
- ✓ Introduction of P.G. Programmes in Science, Commerce and a Diploma Programme in Pharmacy;
- ✓ Motivation of students and research scholars to make meaningful contribution to respective disciplines and engage students in Community Service;
- ✓ To raise the standard of the University for measuring any educational parameter of any University or Institution.

> ✓ Learner-Centric Certificate; Diploma; U.G. and P.G. Programmes in Audio-Visual Technology; and Multimedia;

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
The IQAC of the University projected following goals towards quality enhancement: - ✓ To impart training to the students to systematize their efforts and academic enrichment initiatives; ✓ To encourage Faculty in research and development activities; ✓ To unfold University's ultimate objective of providing quality higher education in Science and Technology in Urdu. ✓ To organize National and International Seminars/Conferences by the University Departments and Centres; ✓ To introduce P.G. Programmes in Science and Commerce and a Diploma Programme in Pharmacy; ✓ To focus on motivation of students and research scholars to make meaningful contribution to respective disciplines and engage students in Community Service; ✓ To raise the standard of the University for measuring any educational parameter of any University or Institution. ✓ Learner-Centric Certificate; Diploma; U.G. and P.G. Programmes in Audio-Visual Technology; Multimedia;	✓ The progress made by the University in imparting quality education and effective guidance by the efficient and intellectual faculty, its profile and students' enrolment signifies the activities reflecting the goals and objectives of the university. ✓ Apart from this, introduction of P. G Programmes in Science and Commerce and a Diploma in Unani Pharmacy also indicates the achievement of the objectives of the University. ✓ All other projected goals have been achieved.

* *Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body   Yes ☐   No √

        Management ☐   Syndicate ☐   Any other Body ☐

Provide the details of the action taken

> AQAR was under preparation and after finalization approved in Dean's Meeting.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	06	02	-	-
PG	11	04	-	-
UG	01	00	-	-
PG Diploma	01	00	-	-
Advanced Diploma	00	00	-	-
Diploma	05	01	-	-
Certificate	02	02	-	-
Others(M. Phil.)	08	01	-	-
Total	**34**	10	-	-

Interdisciplinary	00	-	-	-
Innovative	04	-	-	-

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

Semester   Trimester   Annual   00   Number

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

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

Please provide an analysis of the feedback in the Annexure – Annexure Enclosed as __ANNEXURE – I__

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

> The following are the innovations in curricular design in the respective Departments and Centres: -
> - ✓ Design of Curriculum, Course Design and Syllabi of MCA;
> - ✓ Introduction of Field Trip/Industrial Visit as part of the Curriculum in various Programmes;
> - ✓ Introduction of Add-on course – English for all the Programmes;

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

> Department of Mathematics

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
177	108	36	21	-

2.2 No. of permanent faculty with Ph.D.

119

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
38	-	08	-	05	-	-	-	51	-

2.4 No. of Guest and Visiting faculty and Temporary faculty   2   2   28

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	07	57	36
Presented papers	23	187	36
Resource Persons	02	12	14

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

- Introduction of "*Proficiency in Urdu*" to the Post Graduate Students of English; Web-Enable Library;

- Extension Lectures were conducted;

- Students are evaluated on the basis of attendance and internal assignments and tests conducted on a periodical basis

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

192

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

Continuous Evaluation

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

177

2.10 Average percentage of attendance of students

| 84% |

2.11 Course/Programme wise distribution of pass percentage :

Sr.	Title of the Programme	No. of Students appeared	DIVISION				
			Distinction%	I%	II%	III%	Pass %
1	M.A.(URDU)	21	7	12	2	0	0
2	M.A. (PERSIAN)	13	6	7	0	0	0
3	M.A. (ARABIC)	22	7	11	4	0	0
4	M.A.(ENGLISH)	41	7	17	16	1	0
5	M.A. (HINDI)	14	7	6	1	0	0
6	M.A.(Tran. Stdies.)	10	6	3	1	0	0
7	M.A.(MCJ)	23	1	12	8	2	0
8	M.A.(Pub. Admin.))	13	1	6	6	0	0
9	M.A.(WOMEN'S STUDIES)	8	3	5	0	0	0
10	MBA	60	31	25	4	0	0
11	M. A. MSW	16	0	7	8	1	0
12	M. COM.	0	0	0	0	0	0
13	M.Sc. MATHEMATICS	0	0	0	0	0	0
14	M. C. A.	0	0	0	0	0	0
15	MASTER OF EDUCATION	32	26	6	0	0	0
16	BACHELOR OF EDUCATION	431	TH=92	TH=247	TH=54	TH=38	0
			PR=389	PR=42	PR=0	PR=0	0
17	P.G.D.I.T	8	4	4	0	0	
18	POLYTECHNIC (DIPLOMA IN CIVIL/CSE/ECE/IT)	256	78	154	23	1	0
19	DIPLOMA IN EDUCATION	127	TH=13	TH=81	TH=33	TH=0	0
			PR=113	PR=14	PR=0	PR=0	0
20	Dip. In Arabic Transln.	6	2	2	2	0	0
21	Dip. In ARABIC	6	2	3	1	0	0
22	Dip. In PERSIAN	5	5	0	0	0	0
23	Dip. In UNANI PHARMACY	0	0	0	0	0	0
24	Dip. In Tahseen-e-Ghazal	0	0	0	0	0	0
25	Cert. of Tahseen-e-Ghazal	10	10	0	0	0	0
26	Cert. of Prof. in Persian	0	0	0	0	0	0
27	Cert. of Prof. in Arabic	0	0	0	0	0	0
28	Cert. of Amoozish-e-Urdu	0	0	0	0	0	0
29	M.PHIL (URDU)	12	10	2	0	0	0
30	M.PHIL (ARABIC)	0	0	0	0	0	0
31	M.PHIL.(HINDI)	11	10	1	0	0	0
32	M.PHIL.(ENGLISH)	4	4	0	0	0	0
33	M.PHIL.(S.E.I.P)	5	4	1	0	0	0
34	M.PHIL.(Pub. Admin.)	3	2	1	0	0	0
35	M.PHIL.(Women's St.)	7	5	2	0	0	0
36	M.PHIL.(TRANSLATION)	0	0	0	0	0	0
37	M.PHIL.(PERSIAN)	0	0	0	0	0	0
38	M.PHIL.(MANAGEMENT)	0	0	0	0	0	0

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

- Regular Meetings of Dean's addressed by the Hon'ble Vice Chancellor;

- Periodic Departmental Meetings with respective Deans;

- Encouraging participation in Faculty Development Programmes;
- Evaluation through student feedback;
- Periodic assessment of teaching and learning perspectives and follow up actions are taken.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	09
UGC – Faculty Improvement Programme	03
HRD programmes	02
Orientation programmes	03
Faculty exchange programme	00
Staff training conducted by the university	06
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	18
Others	12

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	268	35	35	-
Technical Staff	43	14	14	-

Criterion – III
3. Research, Consultancy and Extension

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

- Encourage faculty members to attend and present research papers in the National and Inter National Seminars/Workshops;
- Organised student participation in National Level Seminars;
- Encouraged students to present papers in Institutional level seminars/workshops;
- Facilitated faculty to take up research projects;

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	19	2	Nil
Outlay in Rs. Lakhs	Nil	4967700	1146040	Nil

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	5	1	03
Outlay in Rs. Lakhs	325000	445000	44000	325000

3.4   Details on research publications

	International	National	Others
Peer Review Journals	6	15	20
Non-Peer Review Journals	1	25	10
e-Journals	1	1	4
Conference proceedings	14	157	185

3.5 Details on Impact factor of publications:

Range [ ]   Average [√]   h-index [ ]   Nos. in SCOPUS [ ]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2 years	UGC	1146040	820160
Minor Projects	1 year	UGC	44000	40800
Interdisciplinary Projects	-	-	0	0
Industry sponsored	-		0	0
Projects sponsored by the University/ College	-		0	0
Students research projects *(other than compulsory by the University)*	-			0
Any other(Specify)	2 years	ICSSR	750350	0
Total			**750350**	**860960**

3.7 No. of books published   i) With ISBN No. [20]   Chapters in Edited Books [20]

ii) Without ISBN No. [45]   [ ]

3.8 No. of University Departments receiving funds from

UGC-SAP [-]   CAS [-]   DST-FIST [-]

DPE [-]   DBT Scheme/funds [-]

3.9 For colleges   Autonomy [-]   CPE [-]   DBT Star Scheme [-]

INSPIRE [-]   CE [-]   Any Other (specify) [Constituent College]

3.10 Revenue generated through consultancy [-]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	4	1	4	-
Sponsoring agencies	-	MANUU	MANUU	MANUU	-

3.12 No. of faculty served as experts, chairpersons or resource persons [24]

3.13 No. of collaborations   International [-]   National [-]   Any other [-]

3.14 No. of linkages created during this year [2]

3.15 Total budget for research for current year in lakhs :

From Funding agency [62.24]   From Management of University/College [-]

Total [62.24]

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
2	-	1	1	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides [82]

and students registered under them 44

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

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

JRF 2 SRF - Project Fellows - Any other(NET) 15

3.21 No. of students Participated in NSS events:

University level 200 State level

National level International level

3.22 No. of students participated in NCC events:

University level - State level -

National level - International level -

3.23 No. of Awards won in NSS:

University level State level -

National level - International level -

3.24 No. of Awards won in NCC:

University level - State level -

National level - International level -

3.25 No. of Extension activities organized

University forum College forum

NCC NSS 25 Any other

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

- Blood Donation Camps organised;
- Organising educational awareness and Job Fairs;
- Plantation;

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	200 acres	-	-	-
Class rooms	42	17	UGC	59
Laboratories	25	1	UGC	26
Seminar Halls	3	1	UGC	4
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	858	878	Internal & UGC	1736
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-			
Multipurpose Academic Building of MANUU at Darbhanga		Work in progress	UGC	67158000
Centralized Computer Centre and Digital Resource Centre at MANUU Campus		Work in progress	UGC	54484000
Academic Building for CSE Coaching Academy at MANUU Campus		Work in progress	UGC	68750000
Centre for Deccan Studies at University Campus		Work in progress	UGC	52848458
Campus Development		-	UGC	19547684

4.2 Computerization of administration and library

> Administration and Library are provided with Computers

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	36957	-	7275	4205177/-	43232	-
Reference Books						
e-Books						
Journals	352	1740112/-	154	767024/-	340	2507136/-
e-Journals	1	FREE	-	-	1	-
Digital Database	3	FREE	-	-	3	-
CD & Video	389	11670	-	-	389	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	270	4	1 Gbps (NKN)	4	1	Included in total		
Added	67					Included in total		
Total	337	4				Included in total		

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

> Regular Training programmes are organized for Staff and Students by Department of Computer Sc. & IT

4.6 Amount spent on maintenance in lakhs :

  i) ICT   87,400=00

  ii) Campus Infrastructure and facilities   NIL

  iii) Equipments   49,01,378=00

  iv) Others   NIL

Total :   49,88,778=00

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Regular announcements are made in the class rooms by HODs about the Scholarships and other student related facilities like Railway Concession forms, etc.,

- Notices are displayed on the notice boards available at Lecture Hall Complex, Administrative Building and information is uploaded on the University Website

5.2 Efforts made by the institution for tracking the progression

Regular meetings of the HODs and Deans are conducted to evaluate performance and evolve suitable measures for the progress of the students and academic related activities;

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others	
			M. Phil.	Cert./Diploma
519	782	41	54	603

(b) No. of students outside the state

270

(c) No. of international students

2

Men

No	%
1466	73%

Women

No	%
533	27%

General 1169   SC 89   ST 45   OBC 331   Last Year Physically Challenged 13   General 1817   SC 575   ST 50   OBC 358   This Year Physically Challenged 0   1999

Demand ratio   Dropout %

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

The following Coaching Schemes are available for competitive examinations for students:
- NET Coaching Scheme;
- Coaching Centre for Minorities for Entry into Services ;
- Remedial Coaching Centre;

No. of students beneficiaries   792

5.5 No. of students qualified in these examinations

3   -   -

NET		SET/SLET		GATE		CAT	
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	4

5.6 Details of student counselling and career guidance

The Department of Management and Commerce, Department of Mass Communication and Journalism and Polytechnics have separate Guidance and Counseling Cells . Field Trips, Educational and Industrial Tours, and special lectures on personality development are conducted periodically.

No. of students benefitted   350

5.7 Details of campus placement

	On campus		*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
6	324	48	40

5.8 Details of gender sensitization programmes

Department of Women Education and Centre for Women Studies play an important role. They conducted gender sensitization programmes in the backward areas in and around Hyderabad and in MANUU Campus in the Girls Hostels.

5.9 Students Activities

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

State/ University level   144   National level   -   International level   -

No. of students participated in cultural events

State/ University level   224   National level   -   International level   -

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

Sports : State/ University level   45   National level   [ ]   International level   [ ]

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

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	364	36,40,000=00
Financial support from government	502	138 x B. Ed. Fee 364 x P.G. Fee
Financial support from other sources	19,80,000=00 M. Phil. Scholars	23,40,000=00 Ph. D. Scholars
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level ☐ 3   National level ☐ 1   International level ☐ 1

Exhibition: State/ University level ☐ 3   National level ☐ 0   International level ☐ 0

5.12   No. of social initiatives undertaken by the students   ☐

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> The Vision:
>
> To promote and develop Urdu Language;
>
> To provide higher, technical and vocational education through Urdu medium;
>
> The University primarily focuses on underprivileged group of the society;
>
> To focus of Women Education; To provide education through dual mode of education.

6.2 Does the Institution has a management Information System

> Yes

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

6.3.1 Curriculum Development

> The following are the innovations in curricular design in the respective departments and centres: -
> ✓ Design of Curriculum of M. Com; M. Sc.; and M.C.A. Programmes through Campus Mode;
> ✓ Introduction of Guidelines for Field Trip/Industrial Visit, which is a part of Curriculum/Syllabus;
> ✓ Introduction of Proficiency in Urdu to Post Graduate students of English;
> ✓ Assessment of Tehseen-e-Ghazal Programme through Oral Examination;
> ✓ New Syllabus for M. A. Translation;
> ✓ Introduction of "*Information and Communication Technology" in B. Ed. Programme;*
> ✓ *Adoption of Syllabi of A.P. State Government for D. Ed. Programmes;*
> ✓ *Introduction of new Optional Papers in M. Ed. Programme;*
> ✓ *Revision of MSW Curriculum revision (incorporation of generic Social Work Papers in place of HRM", as specialization);*
> ✓ *The Dept. of CS & IT conducted 4th and special board of studies meeting and changed the curriculum and syllabus accordingly.*

6.3.2 Teaching and Learning

> • The Committee of HODs and DEANs prepare, finalize and obtain approval of the Academic Calendar from the Academic Council; Dates of Commencement of classes and University Examination dates are taken into consideration for the making of the Calendar of events. This includes, Orientation Class for freshers, commencement of classes, winter and summer vacations, end of teaching class, commencement of exams, declaration of results, annual day;
>
> • Contd…

Continuation:

- Guest Faculty from the Industry are identified for conduct of extension lectures for the Department of Management and Commerce and Department of Mass Communication and Journalism;

- Well equipped and furnished Seminar Halls, Conference Hall, Library, Computer Centre available;

6.3.3 Examination and Evaluation

- External and Internal Examinations are conducted;

- Double evaluation introduced, wherever necessary.

- *Revised the Entrance Test for D. Ed., B. Ed., and M. Ed. Programmes;*

- *Introduced re-evaluation in the Semester end examinations;*

- *Initiated appointment of Paper Setters, Moderator and Evaluator by the Department of Social Work;*

6.3.4 Research and Development

- Teaching faculty and Industry Experts are invited to attend Seminars and Workshops in the University Campus to interact with our students and staff;

- Question Answer sessions inspire and boosts the students and faculty members to explore the new avenues and modes of research;

- Students and faculty members are encouraged to present research papers;

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The Library is well equipped with Computers, Internet facility;

- Web-enabled facility is available in the Library;

- Well furnished and equipped Computer Labs, Conference Halls, Seminar Halls, Audio-visual facilities, Hostel blocks, and sports/recreation facilities are available in the Campus;

6.3.6 Human Resource Management

- Based on the sanction of posts by the Government of India through UGC, the recruitment is made at national level viz., for Teaching, Non-Teaching and Technical staff through the open advertisement in regular dailies, Employment News, and uploaded on University website.

- Shortfall in the staff is met through the contractual engagement of staff as per the requirement.

6.3.7 Faculty and Staff recruitment

As per the approval/sanction of posts, faculty and staff are recruited through the open advertisement in reputed national dailies, employment news and through uploading the advertisement on the University website.

Subsequently, based on the Screening/Selection Committee, the recruitment of Faculty and Staff is finalized.

6.3.8 Industry Interaction / Collaboration

Department of Management and Commerce and Department of Mass Communication and Journalism including Polytechnic established good linkage with the Companies, Industries and leading private banks.

6.3.9 Admission of Students

Admission of students to various programmes is conducted through the open advertisement in national dailies and through uploading on website. As per the intake and mode of admissions i.e., based on merit and based on entrance test, the admissions are made on all India basis.

6.4 Welfare schemes for

Teaching	• The University established a well equipped Health Centre to meet the basis requirements of Out Patient Treatment.;
Non teaching	
Students	• All the available Schemes of the Government are made available to students, teaching and non-teaching staff;
	• Students are facilitated through the University Scholarship, Fee Reimbursement from the Government along with the maintenance fee to meet the day to day requirement.

6.5 Total corpus fund generated   -

6.6 Whether annual financial audit has been done   Yes √   No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	IQAC	Yes	IQAC/IAO
Administrative	Yes	CAG	Yes	Do -

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

For UG Programmes   Yes   √   No ☐

For PG Programmes   Yes   √   No ☐

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

> The examination reforms made at the University level are applicable for Autonomous College of the University.

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

> Efforts are made to promote autonomy of the Constituent Colleges by delegating the administrative and financial functions to the Principals.

6.11 Activities and support from the Alumni Association

> Alumni association facilitates the student by focussing on Job Fairs conducted by the leading companies and banks..

6.12 Activities and support from the Parent – Teacher Association

- PTA are associated in maintenance of discipline of students on the campus;
- Looks after the basic needs of the students;
- Also caters to the development needs of the students.

6.13 Development programmes for support staff

- All the Support Staff are subjected to Training at Institutional Level and Outside the institution;
- All the supporting staff are enable to utilize the opportunities provided by the Government from time to time;

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

- Plastic free environment is maintained;
- The campus is situated on sprawling campus of 200 acres surrounded by the greenery, hillocks, and rocks, which are not disturbed.

Criterion – VII

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

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

> ✓ Design of Curriculum of M. Com; M. Sc.; and M.C.A. Programmes through Campus Mode;
>
> ✓ Introduction of Guidelines for Field Trip/Industrial Visit, which is a part of Curriculum/Syllabus;
>
> ✓ Introduction of Proficiency in Urdu to Post Graduate students of English;
>
> ✓ Assessment of Tehseen-e-Ghazal Programme through Oral Examination;
>
> ✓ New Syllabus for M. A. Translation;
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> ✓ *Adoption of Syllabi of A.P. State Government for D. Ed. Programmes;*
>
> ✓ *Introduction of new Optional Papers in M. Ed. Programme;*
>
> ✓ *Revision of MSW Curriculum revision (incorporation of generic Social Work Papers in place of HRM", as specialization);*
>
> ✓ *The Dept. of CS & IT conducted 4th and special board of studies meeting and changed the curriculum and syllabus accordingly.*

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

> The following activities elucidates the Action Taken Report based on the plan of action decided at the beginning of the year:
>
> ➢ *"Introduction of higher education programmes in science stream, at Diploma and Post Graduate in Urdu medium";*
>
> ➢ *"Striving to promote its aim of social justice by educating the Urdu Speaking population";*
>
> ➢ *Establishment of Polytechnics and ITIs;*
>
> ➢ *Establishment of Colleges of Teacher Education and the Satellite Campus at Lucknow are reflective of the growth of MANUU in a short span of time;*

- To fulfil the mandate of the University and to accomplish the target of the IQAC (as also as part of Sachar Committee Recommendations), the University established three ITIs and three Polytechnics in Hyderabad, Bengaluru and Darbhanga respectively. Urdu is the medium of instruction, which fulfils one of the University's objectives of imparting technical subjects in Urdu. Additionally, the University established three Colleges of Teacher Education at Srinagar, Bhopal and Darbhanga respectively, where personal and intellectual growth of teachers is realized through varied teacher training programmes.

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

- Communication Skills, Soft Skills and Students encouraged to attend Workshops/Seminars

- Regular Computer Training Classes are conducted for Students and Staff to upgrade the latest developments.

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

7.4 Contribution to environmental awareness / protection

- Plantation activities are undertaken in the newly constructed buildings;

- Greenery and Gardens are well maintained;

- Natural Flora and Fauna are not disturbed;

7.5 Whether environmental audit was conducted?   Yes ☐   No √

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

True to its mission of widening the wings of Urdu and instilling a passion for Urdu among the new generation, the University has also established model schools that provide quality school education. The University set up a Coaching Academy for Minorities and Women under UGC Schemes to train students from minorities and women for entry into Central & other services through competitive examinations. The jurisdiction of the academy is southern part of the Country.

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

The IQAC of the University projected following parameters towards quality enhancement for the next year: -

✓ *To impart training to the students to systematize their efforts and academic enrichment initiatives;*

✓ *To encourage Faculty in research and development activities;*

✓ *To unfold University's ultimate objective of providing quality higher education in Science and Technology in Urdu.*

✓ *To organize National and International Seminars/Conferences by the University Departments and Centres;*

✓ *To introduce P.G. Programmes in Science and Commerce and a Diploma Programme in Pharmacy;*

✓ *To focus on motivation of students and research scholars to make meaningful contribution to respective disciplines and engage students in Community Service;*

✓ *To raise the standard of the University for measuring any educational parameter of any University or Institution.*

✓ *Learner-Centric Certificate; Diploma; U.G. and P.G. Programmes in Audio-Visual Technology; Multimedia;*

Name _____   *Name _____*

_____   *_____*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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