

مولانا آزاد نیشنل اردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)

Gachibowli, Hyderabad

Accredited 'A' grade by NAAC

PURCHASE & STORES SECTION

No. MANUU/Purchase/F.53/2018-19/202

27th June 2018



OFFICE NOTE

Sub: Purchase – Annual Quality Assurance Report of IQAC to NAAC - Submission of Information - Reg.

Ref: Your mail dated 26.06.2018

* * * * *

The details of no.of equipment's purchased and value of the equipment purchased during the year 2016-17 (Procured through Purchase & Stores Section - Earlier also the information was provided) are as follows:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	NA	NA	NA	NA
Class rooms	NA	NA	NA	NA
Laboratories	NA	NA	NA	NA
Seminar Halls	NA	NA	NA	NA
No. of important equipment's purchased (\geq 1-0 lakh) during the current year.	-	-	-	16 (copy enclosed) (Rs. 2321473)
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	Rs.1,50,38,136 (copy enclosed) (for all equipment in 2016-17)
Others	NA	NA	NA	NA

Gachibowli, **Hyderabad** – 500 032

☎ 040-23001697, EPABX No.2300 6612 -15 / Extn: 1340, 1341 & 1342, Fax: 2300 6604

Website: www.manuu.ac.in & Email: purchase.manuu@gmail.com

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PURCHASE & STORES SECTION

Source: Purchase & Stores Stock Registers.

This is for your information please.

Sd/-

Asst. Registrar ER-II

& I/c Purchase & Stores

To:

The Director, IQAC

Gachibowli, **Hyderabad** – 500 032

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مولاانا آزاااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااa

مولاانا آزااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااااa



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UGC- REMEDIAL COACHING CENTRE FOR MINORITIES

RCCM

AQAR July 1st 2016 to June 30th 2017

5.4 Details of Students support mechanism for coaching for competitive examinations:

1. Special Lectures (on Personality Development & Employ-ability Skills).
2. Remedial Coaching Classes for PG & UG courses

No. Of Students beneficiaries:

138

The Annual Quality Assurance Report (AQAR)

Department of Social Work

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2016 to June 30, 2017)*

Part – A

I. Details of the Institution

1.1 Name of the Institution

Social Work

1.2 Address Line 1

Address Line 2

City/Town

Hyderabad

State

Telangana

Pin Code

500032

Institution e-mail address

Contact Nos.

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle				
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

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

- i. AQAR _____ (DD/MM/YYYY)⁴
ii. AQAR _____ (DD/MM/YYYY)
iii. AQAR _____ (DD/MM/YYYY)
iv. AQAR _____ (DD/MM/YYYY)

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 ☐

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☐ Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

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

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2. 6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☐

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements

* 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

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1			
PG	1			
UG				
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	2			
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2
Trimester	
Annual	

1.3 Feedback from stakeholders* (On all aspects)

Alumni ☐ Parents ☐ Employers ☐ Students ☐

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

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

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

Syllabus Revision 2016-17 (CBCS Pattern)

1. Fieldwork practicum revised
2. Rules regulations revised
3. Incorporating Skill Lab as part of curriculum
4. New papers added
5. Admission criteria revised

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

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
5	3	1	1	

2.2 No. of permanent faculty with Ph.D.

3

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V

2.4 No. of Guest and Visiting faculty and Temporary faculty

		01
--	--	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		07	
Presented papers			
Resource Persons		03	

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

Skill Labs

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

180

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

--

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

03	01	01
----	----	----

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of student

91.4

2.11 Course/Programme wise

Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
MSW	23		65.21	34.79		

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

Consultative meetings and trainings

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	01
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff				01
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

--

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	02	Nil	Nil
Outlay in Rs. Lakhs		1.25 each		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	4	1	
Non-Peer Review Journals		1	
e-Journals			
Conference proceedings			

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				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

--

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

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

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College

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

3

6

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

4(UGC)

3.21 No. of students Participated in NSS events:

University level

All

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	<input type="text" value="05"/>	College forum	<input type="text"/>
NCC	<input type="text"/>	NSS	<input type="text" value="02"/>
Any other			<input type="text" value="Dept. Level 04"/>

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

- List enclosed at the end of the report

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	Nil	Nil	Nil	Nil
Class rooms	02	Nil	Nil	Nil
Laboratories	Nil	Nil	Nil	Nil
Seminar Halls	Nil	Nil	Nil	Nil
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Nil	Nil	Nil	Nil
Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil

4.2 Computerization of administration and library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books						
Reference Books						
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing								
Added								
Total								

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

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

Total :

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Regular close interaction and follow-up with students as part of students' s advisory
2. Orientation Programme
3. Individual Conference
4. Skill Lab Exercise
5. Fieldwork Seminar Presentation
6. Field visit of fieldwork agencies
7. Organising extracurricular activities: Social Work Day, Women's Day, Blood Donation camp, etc

5.2 Efforts made by the institution for tracking the progression

1. Attendance record- Theory classes, fieldwork, skill lab and field work presentation
2. Individual Conference- Term plan, fieldwork review and report writing, activity log sheet and exercises on English Language
3. Supervisory meeting with Students' Advisor and Students' Representatives
4. Regular follow up by fieldwork coordinator with fieldwork agencies
5. Internal Evaluation- Assignment, Test and Presentation and Internal Viva Voce

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
	22	6	

(b) No. of students outside the state

18

(c) No. of international students

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
5	0	0	3		8	10	0	0	4		14

Demand ratio

Dropout %

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

1. Weekly Individual Conference
2. Fortnightly Group Conference
3. Students' Advisory Meeting
4. Faculty Staff and Students' Review Meeting
5. NET Coaching guidance and Classes
6. Access to avail books from the dept.
7. Subscription of International and National Journal of Social Work and Social Sciences

No. of students beneficiaries

All

5.5 No. of students qualified in these examinations

NET	<input type="text" value="1"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

1. Weekly Individual Conference
2. Fortnightly Group Conference
3. Students' Advisory Meeting
4. Faculty Staff and Students' Review Meeting

No. of students benefitted

All

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
			18

5.8 Details of gender sensitization programmes

1. Documentary Screening and Extension lecture during Orientation Programme
2. Role play exercise during skill lab
3. Focus on Gender sensitive teaching learning process
4. International womens day celebration.

5.9 Students Activities

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

State/ University level ☒ National level ☐ International level ☐

No. of students participated in cultural events

State/ University level ☐ National level ☐ International level ☐

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

Sports: State/ University level ☐ National level ☐ International level ☐

Cultural: State/ University level ☐ National level ☐ International level ☐

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	02(UGC-JRF) 04 (UGC Fellowship for Ph.D.)	Rs. 36400.00/month/ student Rs. 8000.00/month/st udent
Financial support from other sources		
Number of students who received		

International/ National recognitions		
--------------------------------------	--	--

5.11 Student organised / initiatives

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

Exhibition: State/ University level ☒ National level ☐ International level ☐

5.12 No. of social initiatives undertaken by the students

10 awareness programme
on education, health and
gender in collaboration
with field work agencies in
Hyderabad slums

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

6.2 Does the Institution has a management Information System

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

6.3.1 Curriculum Development

6.3.2 Teaching and Learning

6.3.3 Examination and Evaluation

--

6.3.4 Research and Development

--

6.3.5 Library, ICT and physical infrastructure / instrumentation

--

6.3.6 Human Resource Management

--

6.3.7 Faculty and Staff recruitment

--

6.3.8 Industry Interaction / Collaboration

--

6.3.9 Admission of Students

--

Teaching	
----------	--

Non teaching	
Students	

6.4 Welfare schemes for

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				
Administrative				

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?

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

6.11 Activities and support from the Alumni Association

6.12 Activities and support from the Parent – Teacher Association

--

6.13 Development programmes for support staff

--

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

--

Criterion – VII

7. Innovations and Best Practices

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

- | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none">1. With regard to the academic activities, Syllabus revision and innovative academic Intervention. (Term Plan template, field work Manual and skill lab outline)2. With regard to administrative aspect, proper record of files are made, internal audit of all assets and their records are in |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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

Annual Report Annual Calendar Details of Activity Log

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

- | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none">1. Organising guest lecture2. Innovative Academic Intervention- Skill Lab3. Field Work Presentation |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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

7.4 Contribution to environmental awareness / protection

7.5 Whether environmental audit was conducted? Yes ☐ No ☐

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

Strength	Weaknesses
<ul style="list-style-type: none"> Urdu as a medium of Instruction leading to higher comprehension among students. Well designed, market & students' need based and practically implemented academic components (teaching methods, Concurrent Fieldwork, Fieldwork supervision, ICs, Fieldwork Presentation, skill lab etc) Innovative academic initiative including Skill Lab, ToTs Average students' attendance rate of 95 % through transparent system of monthly display of attendance across teachers and classes Transparent evaluation system Faculty members having sound experience from both academic and field Sound, updated and systematic database of the academic and administrative information Online record of students (Group mail account, CVs, Placement details, etc.) of all batches and regular communication & sharing with the passed out students 	<ul style="list-style-type: none"> Limited teaching faculty Limited infrastructure facility Limited Support Staff
Opportunities	Challenges
<ul style="list-style-type: none"> Develop quality indigenous social work literature in Urdu language Students with difficult life trajectories and accordingly to engage them with most marginalised section of the society and develop them to practice progressive human values. Research focus of the department: Conduct quality research focusing minorities with special reference to gender issues with emphasis on practice based/intervention research. Providing professional education to Urdu knowing marginalised groups. 	<ul style="list-style-type: none"> Below expectation admission applications and enrolment. Lack of Social Work Literature in Urdu Language. Excessive work load on Faculty Members

- | | |
|--------------------------------------------------------------------------------------------------------------------|--|
| <ul style="list-style-type: none"> • Developing Skill Manual • Developing Fieldwork Manual | |
|--------------------------------------------------------------------------------------------------------------------|--|

8. Plans of institution for next year

- | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> 1. Developing Skill Lab Manual (Bilingual) 2. Longitudinal Study on skill lab intervention 3. Practice based/Intervention research focusing minority and women 4. Organising seminar and workshops on social work education 5. Developing reading materials in Urdu language |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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

S. No. 3.26: Details

S. No	Date	Venue/ Publisher/ Organizer	Particulars	Resource Person/ Author	Remarks
1.	01.08.20 16 to 08.08.20 16	Dept. of Social Work	MSW Orientation Program of Semester I students	All Faculty members	
2.	04.08.20 16	Dept. of Social Work	Extension Lecture: Understanding Agency: SAFA Society, Hyderabad	Ms. Rubina Mazhar , SAFA Society, Hyderabad	
3.	04.08.20 16	Dept. of Social Work	Extension Lecture: Understanding Agency: Prataham, Hyderabad	Mrs. Sayyed Perveen , Pratham, Hyderabad	
4.	05.08.20 16	Dept. of Social Work	Extension Lecture: Understanding Agency: Shaheen, Hyderabad	Ms. Jameela Nishat , Shaheen, Hyderabad	
5.	05.08.20 16	Dept. of Social Work	Skill lab Exercise Force Field Analysis with semester III students	Facilitator: Dr. Tarique Najamee Moderator: Dr. Md Aftab Alam	
6.	12.08.20 16	Dept. of Social Work	Skill lab Exercise Role Play (client-worker relationship) joint session with semester I & III students	Facilitator : Dr. Md Aftab Alam Moderator: Dr. Tarique Najamee	
7.	19.08.20 16	Dept. of Social Work	Skill lab Exercise Sensitivity (Agree Disagree) with semester III students	Facilitator : Dr. Rafat Aara Moderator: : Dr. Tarique Najamee	
8.	19.08.20 16	Dept. of Social Work	Skill lab Exercise Who am I with semester I students	Facilitator : Dr. Md Aftab Alam Moderator: Dr. Md Shahid Raza	
9.	26.08.20 16	Dept. of Social Work	Skill lab Exercise Sensitivity (Agree Disagree) with semester I students	Facilitator : Dr. Rafat Aara Moderator: Ms. Afsana	
10.	26.08.20 16	Dept. of Social Work	Skill lab Exercise Communication (Communication without looking) with semester III students	Facilitator : Dr. Md Shahid Raza Moderator: Dr. Tarique Najamee	
11.	16.09.20 16	Dept. of Social Work	Skill lab Exercise Technical (Problem tree) joint session with semester I & III students	Facilitator : Md Israr Alam Moderator: Dr. Tarique Najamee	
12.	23.09.20 16	Dept. of Social Work	Guest Lecture Gender Discrimination and Violence	Dr. Farzana Khan , Program	

			against Women is Human Rights Issue not Women's Issue	Manager, My Choices	
13.	14.10.20 16	Dept. of Social Work	Skill lab Exercise Sensitivity (Visual Narrative) with semester I students	Facilitator : Dr. Tarique Najamee Moderator: Dr. Md Shahid Raza	
14.	14.10.20 16	Dept. of Social Work	Skill lab Exercise Analytical (Expanding) with semester III students	Facilitator : Dr. Md Aftab Alam Moderator: Mr. Md Israr Alam	
15.	21.10.20 16	Dept. of Social Work	Skill lab Exercise Technical (Group as a vehicle) with semester I students	Facilitator : Mr. Md Israr Alam Moderator: Dr. Rafat Aara	
16.	21.10.20 16	Dept. of Social Work	Skill lab Exercise Analytical (interpreting) with semester III students	Facilitator : Md Aftab Alam Moderator: Dr. Md Shahid Raza	
17.	13.01.20 17	Dept. of Social Work	Skill lab Exercise Sensitivity (Proverb Inventory) with semester IV students	Facilitator : Md Aftab Alam/Abu Osama Moderator: Mr. Md Israr Alam	
18.	13.01.20 17	Dept. of Social Work	Skill lab Exercise Communication (Chinese whisper) with semester II students	Facilitator : Dr. Md Shahid Raza Moderator: Dr. Rafat Aara	
19.	20.01.20 17	Dept. of Social Work	Guest Lecture: Sustainable Development Goals : Issues and Concerns for social workers	Prof. Abid Ahsan Mohammed, Chairperson, School of Human Resource Management, TISS, Hyderabad	
20.	27.01.20 17	Dept. of Social Work	Skill lab Exercise Sensitivity (Collage) with semester II students	Facilitator : Dr. Rafat Aara Moderator: Mr. Abu Osama	
21.	27.01.20 17	Dept. of Social Work	Skill lab Exercise Communication (Crazy Comic) with semester IV students	Facilitator : Mr. Md Israr Alam Moderator: Dr. Md Aftab Alam	
22.	03.02.20 17	Dept. of Social Work	Guest Lecture: Public Health as Concern of Social Work	Prof. Zubair Meenai, JMI, Delhi	
23.	21.02.20 17	Dept. of Social Work	Mother Tongue Day	All Faculty Members	
24.	24.02.20 17	Dept. of Social Work	Skill lab Exercise Sensitivity (Noun vs Adjective) with semester II students	Facilitator : Dr. Rafat Aara Moderator: Dr. Md Shahid Raza	
25.	23- 24.02.20	Vizag	Study Tour	Mr. Md Israr Alam & Mr Abu	

	17			Osama	
26.	8.03.2017	Dept. of Social Work	Inauguration of ‘ Wall of Social work ’ (wall magazine)	Prof. S M Rahmatullah, Dean, SOASS	
27.	8.03.2017	Dept. of Social Work	A workshop on ‘ Personality development and Employability Skills ’	Mr. Tahwar Ali Khan, True North Learning, Hyderabad	
28.	8.03.2017	Dept. of Social Work	Screening of a documentary on International Women’s Day	All Faculty members	
29.	10.03.2017	Dept. of Social Work	Skill lab Exercise Technical (sociogram) with semester IV students	Facilitator : Mr. Md Israr Alam Moderator: Mr. Abu Osama	
30.	10.03.2017	Dept. of Social Work	Skill lab Exercise Communication with semester II students	Facilitator : Dr. Md Shahid Raza Moderator: Dr. Md Aftab Alam	
31.	15.03.2017	Dept. of Social Work	NGO Meet	All Faculty members	
32.	18.03.2017	Dept. of Social Work	Study Tour Presentation by semester IV students	All Faculty members	
33.	22.03.2017	Dept. of Social Work	Celebration of ‘ World Social Work Day ’	All Faculty members	
34.	24.03.2017	Dept. of Social Work	Skill lab Exercise Analytical with semester II students	Facilitator : Dr. Md Aftab Alam Moderator:Dr. Md Shahid Raza	
35.	31.03.2017	Dept. of Social Work	Skill lab Exercise Technical (Problem Tree) with semester II students	Facilitator : Mr. Md Israr Alam Moderator:Dr. Md Shahid Raza	
36.	31.03.2017	Dept. of Social Work	Skill lab Exercise Analytical (analyzing subject verb) with semester IV students	Facilitator : Dr. Md Aftab Alam Moderator:Dr. Rafat Aara/Mr. Abu Osama	

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2016 to June 30, 2017)*

Part – A

I. Details of the Institution

1.1 Name of the Institution

DEPT.OF SOCIOLOGY

1.2 Address Line 1

MANUU

Address Line 2

GACHIBOWLI

City/Town

HYDERABAD

State

TELANGANA

Pin Code

5000 32

Institution e-mail address

manuusocio@gmail.com

Contact Nos.

9866399577, 040 23006612 Ext 3750

Name of the Head of the Institution:

Prof. P.H. MOHAMMAD

Tel. No. with STD Code:

040 23006612 Ext 3750

Mobile:

9866399577

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle				
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

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

- i. AQAR _____ (DD/MM/YYYY)
ii. AQAR _____ (DD/MM/YYYY)
iii. AQAR _____ (DD/MM/YYYY)
iv. AQAR _____ (DD/MM/YYYY)

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 ☐

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☐ Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

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

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☐

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<input type="text"/>	<input type="text"/>

* 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

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD		-	-	-
PG	1	-	-	-
UG	1	-	-	
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	2	-	-	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	ALL
Trimester	
Annual	

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

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

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

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

Syllabus is updated every six month in BoS.

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

--

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
03	02	–	01	01

2.2 No. of permanent faculty with Ph.D.

03

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
02	0	0	1	1	0	-	-	03	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

01

-1

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	-
Presented papers	03	03	
Resource Persons	03	02	02

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

Group discussions among student and teachers Field
exposwres

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

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

As per University

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

All the faculty

Member

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	06					
M.A	02	02	-	-	-	-

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

IQAC interacts with the HoD s and IQAC has appointed a coordinator from each dept. To coordinate with it.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	01
HRD programmes	01
Orientation programmes	01
Faculty exchange programme	01
Staff training conducted by the university	02
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	01	0	0	0
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

--

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	01	-	02
Outlay in Rs. Lakhs	3+6=6 Lakhs	35 Lakhs	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	01	-
Non-Peer Review Journals	-	02	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications: - N/A

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	2016	SSAAP & SSATS.	6 Lakhs	yes
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	01	-	-	-
Sponsoring agencies	-	GUC	-	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College

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

02

08

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

-

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

JRF

-

SRF

03

Project Fellows

-

Any other

-

3.21 No. of students Participated in NSS events:

University level

07

State level

01

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

01

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 Any other

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

-
-

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			University	
Class rooms	03	-	-	-
Laboratories	-	-	-	-
Seminar Halls	-	-		-
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.		05		
Value of the equipment purchased during the year (Rs. in Lakhs)		4 Lakhs		
Others		-	-	-

4.2 Computerization of administration and library

As per the initiative of the University all administration it Computerised

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books						
Reference Books						
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	04				-	1	01	-
Added								
Total								

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

-

4.6 Amount spent on maintenance in lakhs : As per purchase sections

i) ICT	<input type="text"/>
ii) Campus Infrastructure and facilities	<input type="text"/>
iii) Equipments	<input type="text"/>
iv) Others	<input type="text"/>
Total :	<input type="text"/>

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

--

5.2 Efforts made by the institution for tracking the progression

--

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
PC	02	-	-

(b) No. of students outside the state

02

(c) No. of international students

-

Men	No	%
		50

Women

No	%
	50

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
02	-	-	-	-	02	02	-	-	-	-	02

Demand ratio

Dropout %

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

Department level counselling motivate the student for CSE

No. of students beneficiaries

01

5.5 No. of students qualified in these examinations

NET

SET/SLET

01

GATE

CAT

IAS/IPS etc

State PSC

UPSC

Others

5.6 Details of student counselling and career guidance

No. of students benefitted

-

5.7 Details of campus placement

-

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

-

5.9 Students Activities -

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

State/ University level

National level

International level

No. of students participated in cultural events

State/ University level

National level

International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	-	-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives -

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

--

6.2 Does the Institution has a management Information System

--

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

6.3.1 Curriculum Development

-Faculty council Meeting - BoS. - DRC.

6.3.2 Teaching and Learning

-Faculty Forums -Student Feedback farms

6.3.3 Examination and Evaluation

As per University

6.3.4 Research and Development

DRC

6.3.5 Library, ICT and physical infrastructure / instrumentation

-

6.3.6 Human Resource Management

-

6.3.7 Faculty and Staff recruitment

As per University norms

6.3.8 Industry Interaction / Collaboration

-

6.3.9 Admission of Students

Department faculty visits the colleges campaigning for admission - Wall posters, pamphlets

6.4 Welfare schemes for As per University.

Teaching	
Non teaching	
Students	

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		Yes	
Administrative	Yes		Yes	

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

For UG Programmes Yes ☒ No ☐

For PG Programmes

Yes

☒ Yes

No

☐

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

As per University Patens

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

-

6.11 Activities and support from the Alumni Association

- Helps in admissions campaigning
- Collaborates in the other Socio-cultural actives

6.12 Activities and support from the Parent – Teacher Association

- Feed back on line

6.13 Development programmes for support staff

- Training Non-Teaching
- RC,OCs FOR Faculty
- Training for all faculty / HoDs

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

-

Criterion – VII

7. Innovations and Best Practices

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

-Visit to other colleges campaigning for admissions resulted in more admissions next year

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

-

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

-

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

7.4 Contribution to environmental awareness / protection

-

7.5 Whether environmental audit was conducted?

Yes

☐

No

☐

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

8. Plans of institution for next year

-

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

TRAINING AND PLACEMENT CELL

Details of Campus Placements at MANUU Head Quarters - 2016-17

Coordinated by Training and Placement Cell

On campus				
Sl.No.	Date	Name of the Organizations Visited	Number of Students Participated	Number of Students Placed
1.	03-02-2017	Fiabilite Network Solution Pvt. Ltd.	150	20
2.	21-03-2017	Amazon (Arabic Process)	70	--
3.	27-03-2017 & 28-03-2017	1. Genpact 2. Hinduja Global Solutions 3. Facebook 4. Google AdWord	170	7
4.	21-04-2017	ETV Bharat	12	4
5.	04-05-2017	Facebook (Persian Process)	14	--
6.	11-05-2017	1. Compact 2. Aliens Group 3. Sterling Placements	70	5

On Campus		
Number of Organizations Visited	Number of Students Participated	Number of Students Placed
1	150	20
1	70	--
4	170	7
1	12	4
1	14	--
3	70	5
Total: 11	486	36

The Annual Quality Assurance Report (AQAR)

Department of Translation

01.07.2016 to 30.06.2017

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year, July 1, 2016 to June 30, 2017)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

Maulana Azad National Urdu University

1.2 Address Line 1

Telecom Nagar

Address Line 2

Gachibowli

City/Town

Hyderabad

State

Telangana

Pin Code

500 032

Institution e-mail address

Contact Nos.

040- 23007612, 13, 14 & 15

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

lqac.manuu@gmail.com

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle				
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

01.07.2016 to 30.06.2017

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

- i. AQAR _____ (DD/MM/YYYY)4
 ii. AQAR _____ (DD/MM/YYYY)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ (DD/MM/YYYY)

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 ☐

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☒ Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

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

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

√

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

Autonomy by State/Central Govt. / University

Central Government

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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

Faculty

Non-Teaching Staff Students

Alumni

Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<input type="text"/>	<input type="text"/>

** 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

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes (2016-17)

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				
MPhil				
PG				
UG				
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total				
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	

1.3 Feedback from stakeholders* (On all aspects)

Alumni ☐ Parents ☐ Employers ☐ Students ☒

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

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

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

Up gradation of the syllabus in the BOS in each year as per the literary developments

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
06	03	01	01	01 (Asst. Director)

2.2 No. of permanent faculty with Ph.D.

06

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

Asst. Professors		Associate Professors		Professors		Others (Asst. Director)		Total	
R	V	R	V	R	V	R	V	R	V
03	01	01	01	01	-	01	-	06	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers		06	
Resource Persons			

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

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

180 days

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

Bar Coding Double Evaluation

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

06

2.10 Average percentage of attendance of students

92%

2.11 Course/Programme wise

Distribution of pass percentage: (2016-2017)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
M. A. in Translation Studies	12	25 %	75 %	-	-	100%

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

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	01	---	---	01
Technical Staff	---	---	---	---

Criterion – III

3. Research, Consultancy and Extension

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

--

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

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

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				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

--

3.7 No. of books published i) With ISBN No.

02

Chapters in Edited Books

02

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from ----NA-----

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

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

3.13 No. of collaborations

International

National

Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : ----NA-----

From Funding agency

From Management of University/College

Total

3.16 No. of patents received this year

-----NA-----

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

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

Total	International	National	State	University	Dist	College

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

06

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

01

SRF

03

Project Fellows

Any other

3.21 No. of students Participated in NSS events: -----NA-----

University level

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:

-----NA-----

University level

State level

National level

International level

3.25 No. of Extension activities organized

University forum

College forum

NCC

NSS

Any other

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

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				
Class rooms	03	---	---	03
Laboratories				
Seminar Halls	01	---	---	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

--

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	460					
Reference Books						
e-Books	100					
Journals						
e-Journals	100					
Digital Database						
CD & Video	100					
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	19	01	19	--	--	--	--	--
Added	--	--	--	--	--	--	--	--
Total	19	01	19	--	--	--	--	--

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

Computer Lab

4.6 Amount spent on maintenance in lakhs :

i) ICT

-----NA-----

ii) Campus Infrastructure and facilities

-----NA-----

iii) Equipments

-----NA-----

iv) Others

-----NA-----

Total :

-----NA-----

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

--

5.2 Efforts made by the institution for tracking the progression

Internal Assessment

5.3 (a) Total Number of students
(2016-2017)

UG	PG	MPhil	Ph. D.	Total
--	17	09	28	54

(b) No. of students outside the state

30

(c) No. of international students

No	%
49	90

Men

Women

No	%
5	10

Last Year						This Year (2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
26	-	-	9	-	35	14	-	-	5	-	19

Demand ratio

Dropout %

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

-----NA-----

No. of students beneficiaries

5.5 No. of students qualified in these examinations (2016-17)

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

5.6 Details of student counselling and career guidance

-----NA-----

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-----NA-----	-----NA-----	-----NA-----	-----NA-----

5.8 Details of gender sensitization programmes

-----NA-----

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Ph. D.	Rs.8000/-
Financial support from government (UGC)	-----	-----
Financial support from other sources	-----	-----
Number of students who received International/ National recognitions	-----	-----

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students -----NA-----

5.13 Major grievances of students (if any) redressed -----NA-----

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

100 % placement
All round Development

6.2 Does the Institution has a management Information System

-----NA-----

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

6.3.1 Curriculum Development

--

6.3.2 Teaching and Learning

--

6.3.3 Examination and Evaluation

--

6.3.4 Research and Development

--

6.3.5 Library, ICT and physical infrastructure / instrumentation

--

6.3.6 Human Resource Management

--

6.3.7 Faculty and Staff recruitment

6.3.8 Industry Interaction / Collaboration

6.3.9 Admission of Students

Through Entrance Test

6.4 Welfare schemes for

Teaching	
Non Teaching	
Students	EWYL Scheme

6.5 Total corpus fund generated

-----NA-----

6.6 Whether annual financial audit has been done

--

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative				

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?

Recounting, Decentralisation of Exams of Improvement.

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

-----NA-----

6.11 Activities and support from the Alumni Association

-----NA-----

6.12 Activities and support from the Parent – Teacher Association

-----NA-----

6.13 Development programmes for support staff

Training Programmes

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

-----NA-----

Criterion – VII

7. Innovations and Best Practices

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

-----NA-----

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

-----NA-----

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

-----NA-----

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

7.4 Contribution to environmental awareness / protection

-----NA-----

7.5 Whether environmental audit was conducted? Yes ☐ No ☐

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

-----NA-----

8. Plans or institution for next year

-----NA-----

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____***_____

Annexure I

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

The Annual Quality Assurance Report (AQAR)

Department of Urdu

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2016 to June 30, 2017)*

Part – A

I. Details of the Institution

1.1 Name of the Institution	Department of Urdu
1.2 Address Line 1	Telecom Nagar
Address Line 2	Gachibowli
City/Town	Hyderabad
State	Telangana
Pin Code	500032
Institution e-mail address	
Contact Nos.	
Name of the Head of the Institution:	Dr. Mohd. Naseemuddin Farees
Tel. No. with STD Code:	
Mobile:	9490784290

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

www.manuu.ac.in

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle				
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

2016-2017

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

- i. AQAR _____ (DD/MM/YYYY)
 ii. AQAR _____ (DD/MM/YYYY)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ (DD/MM/YYYY)

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 ☒

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☒ Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

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

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

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

7

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

62

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☐

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements

* 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

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Ph.D			
PG	M.A			
UG				
PG Diploma	PG Diploma in Functional Urdu			
Advanced Diploma				
Diploma				
Certificate	Certificate Course in Tahseen e Ghazal			
Others				
Total				
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	4
Trimester	
Annual	

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

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

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

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

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

--

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
6	3	1	2	

2.2 No. of permanent faculty with Ph.D.

6

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V

2.4 No. of Guest and Visiting faculty and Temporary faculty

--	--	--

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers	5	13	2
Resource Persons			

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

--

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

--

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

--

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

6		
---	--	--

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

80- 85

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
MA	20	4	15	1		

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

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	2
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

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

Criterion – III

3. Research, Consultancy and Extension

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

--

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

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

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				
Minor Projects				1
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

--

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sponsoring agencies	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	<input type="text"/>
	Granted	<input type="text"/>
International	Applied	<input type="text"/>
	Granted	<input type="text"/>
Commercialised	Applied	<input type="text"/>
	Granted	<input type="text"/>

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

Total	International	National	State	University	Dist	College

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

6

25

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

7

SRF

11

Project Fellows

Any other

Non Net -
3

3.21 No. of students Participated in NSS events:

University level

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	<input type="text"/>	College forum	<input type="text"/>	
NCC	<input type="text"/>	NSS	<input type="text"/>	Any other <input type="text"/>

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

-
-

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				
Class rooms	3			
Laboratories				
Seminar Halls				
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books						
Reference Books						
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing								
Added								
Total								

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

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

Total :

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

--

5.2 Efforts made by the institution for tracking the progression

--

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
	29	25	

(b) No. of students outside the state

54

(c) No. of international students

Nil

Men	No	%
	36	67

Women

No	%
18	33

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
16		1	3		20	6			3		9

Demand ratio

Dropout % 15

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

--

No. of students beneficiaries

--

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	60	-	4

5.8 Details of gender sensitization programmes

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	4 Non net fellowship	8,000
Financial support from government	18 - UGC JRF / SRF & RGNF	Through Canara Bank
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

--

6.2 Does the Institution has a management Information System

--

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

6.3.1 Curriculum Development

--

6.3.2 Teaching and Learning

--

6.3.3 Examination and Evaluation

--

6.3.4 Research and Development

--

6.3.5 Library, ICT and physical infrastructure / instrumentation

--

6.3.6 Human Resource Management

--

6.3.7 Faculty and Staff recruitment

--

6.3.8 Industry Interaction / Collaboration

--

6.3.9 Admission of Students

--

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	

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				
Administrative				

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

For UG Programmes Yes ☒ No ☐

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

For PG Programmes Yes No

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

--

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

--

6.11 Activities and support from the Alumni Association

--

6.12 Activities and support from the Parent – Teacher Association

--

6.13 Development programmes for support staff

--

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

--

Criterion – VII

7. Innovations and Best Practices

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

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

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

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

7.4 Contribution to environmental awareness / protection

7.5 Whether environmental audit was conducted? Yes ☐ No ☐

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

8. Plans of institution for next year

--

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

The Annual Quality Assurance Report (AQAR)

Department of Women Education

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2016 to June 30, 2017)*

Part – A

I. Details of the Institution

1.1 Name of the Institution

Maulana Azad National Urdu
University

1.2 Address Line 1

Gachibowli

Address Line 2

Hyderabad

City/Town

Hyderabad

State

Telangana

Pin Code

500032

Institution e-mail address

drshahida.dws@gmail.com

Contact Nos.

040-23008301

Name of the Head of the Institution:

Prof. Shahida

Tel. No. with STD Code:

040-23008301

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 **NAAC Track ID** (*For ex. MHCogn 18879*)

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

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle				
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

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

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

- i. AQAR _____ (DD/MM/YYYY)⁴
 ii. AQAR _____ (DD/MM/YYYY)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ (DD/MM/YYYY)

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 ☐

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☐ Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

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

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

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

Four (4)

2.2 No. of Administrative/Technical staff

Two (1)

2.3 No. of students

Leaven (11)

2.4 No. of Management representatives

2.5 No. of Alumni

2. 6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☐

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<input type="text"/>	<input type="text"/>

* 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

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	01			
PG	01			
UG				
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total				
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Yes
Trimester	
Annual	

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

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

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

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

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
04	03		01	

2.2 No. of permanent faculty with Ph.D.

04

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
			02		01				

2.4 No. of Guest and Visiting faculty and Temporary faculty

--	--	--

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	Prof. Shahida - (01) Dr. Shabana Kesar - (02)	<u>Seminars</u> Prof. Shahida - (01) Dr. Ameena Taheesn - (01) Dr. Shabana Kesar - (01)	
		<u>Workshop</u> Prof. Shahida - (01) Dr. Shabana Kesar - (01) Dr. Parveen Qamar - (01)	
Presented papers	Dr. Parveen Qamar - (01)	Prof. Shahida - (02) Dr. Shabana Kesar - (04) Dr. Parveen Qamar - (02)	
Resource Persons		Prof. Shahida - (04) Dr. Ameena Taheesn - (02) Dr. Shabana Kesar - (03)	

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

--

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

--

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 04

2.10 Average percentage of attendance of students 80%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
M.A (I /II Year)	04/06=10	(02/02)=04	8.00/80.4	7.75/78.8		100
M.Phil	01					100
PhD	02	1	78.6			100

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

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	Dr. Shabana Kesar - (01)
UGC – Faculty Improvement Programme	Dr. Ameena Tahseen – (01)
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	02
Others	Prof. Shahida – (01)

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				01
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1			
Outlay in Rs. Lakhs	105000/			

3.4 Details on research publications

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

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				
Minor Projects	2016-17	NCPUL		
Interdisciplinary Projects				
Industry sponsored				

Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			01	

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		1			
Sponsoring agencies					

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

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

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

- 1. British Deputy High Commission . As a Zonal partner, conducted youth Leadership Programme
- 2. Rubaroo- a youth Development Organisation. “Agaaz- e –Baatchet- a call to initiate conversation on Interfaith’.
- HMI-Henry Martin Institute of International Centre for Research, Interfaith Relation & Reconciliation. Prepared course contents for Certificate Course on “Gender justice and Interfaith Dialogue”

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				
Class rooms	2			
Laboratories	0			
Seminar Halls	1			
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books						
Reference Books						
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing								
Added								

Total								
-------	--	--	--	--	--	--	--	--

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

Yes

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

Total :

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

--

5.2 Efforts made by the institution for tracking the progression

--

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
-	8	2	1

(b) No. of students outside the state

7

(c) No. of international students

Nil

No	%
1	9.9

Men

Women

No	%
10	90

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
5	-	-	2								

Demand ratio

Dropout % 36

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

--

No. of students beneficiaries

--

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

--

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

Revised regularly

6.3.2 Teaching and Learning

Use of ICT in delivering lecture

6.3.3 Examination and Evaluation

Semester Examination and continuous evaluation

6.3.4 Research and Development

Encourage Research on contemporary Women Issues.

6.3.5 Library, ICT and physical infrastructure / instrumentation

--

6.3.6 Human Resource Management

--

6.3.7 Faculty and Staff recruitment

--

6.3.8 Industry Interaction / Collaboration

--

6.3.9 Admission of Students

--

6.4 Welfare schemes for

Teaching	HRD centre
Non teaching	HRD centre
Students	Experts lecture and training prog.

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				
Administrative				

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?

--

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

--

6.11 Activities and support from the Alumni Association

--

6.12 Activities and support from the Parent – Teacher Association

--

6.13 Development programmes for support staff

--

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

--

Criterion – VII

7. Innovations and Best Practices

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

In line with the mandate of the University, the Reference/ reading material for students of Women Studies has been prepared in Urdu.

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

Prepared the reading material as planned.

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

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

7.4 Contribution to environmental awareness / protection

7.5 Whether environmental audit was conducted?

Yes

☐

No

☐

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

8. Plans of institution for next year

1. Shall be preparing Reference/ Reading material in Urdu for all the Core papers.
2. Women Studies shall be introduced in Distance mode both at UG and PG level.

Name: Dr. Parveen Qamar

Name : Prof. Shahida

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

OFFICE OF THE PROVOST - MANUU-BOYS Hostels

11th November 2016

The following steps have been taken for the betterment of all Boys Hostel in academic year 2016-17:

- 1)** The Reading Room facility has been established at all Boys Hostels. The leading newspaper & magazine of Urdu, English and Hindi has been subscribed at all the reading rooms.
- 2)** The Common Room facility has been established at all Boys Hostels. A full HD Television Set with HD Set Top Box facility has been installed. Facility like carom & chess-board has been extended to all common rooms to all the Boys Hostels.
- 3)** **Three (03) RO Plants of a capacity of 1500 litre per hour have been sanctioned from good offices of Mr. B. Venkateshwarlu , MLC, TRS, Telangana State and has been installed at Boys Hostels- II, III and Gulzar Girls Hostel.**
- 4)** A permanent approach road has been constructed leading to Boys Hostel-III.
- 5)** An air conditioned room has been established to keep vegetable & food items.
- 6)** To minimize the cost of the food, a Centralized Mess Facility has been established at Boys Hostel-II. The food items are giving transported from Boys Hostel-II to Boys Hostel- I, III, and IV and to maintain hygienic foods, professional catering boxes etc have been purchased.
- 7)** The Establishment of a centralized mess facility has resulted in reducing gas consumption which saves lakhs of the rupees of the University.
- 8)** The hostel accommodation has been provided on the criteria laid down by Centralized Hostel Admission Committee which is based on economical background and merit of the students from academic year- 2016-17.
- 9)** An account section has been established at Provost Office to maintain the accounts related with hostel fee/mess fee and to maintain monthly records for the same.
- 10)** For developing an all round personality of the students ,the following posts have been created to deal with the different hostel affairs , the following secretaries have been appointed at all the Boys Hostels:
 1. Secretary, Reading Room
 2. Secretary, Common Room
 3. Secretary, Sports
 4. Secretary, Discipline
 5. Secretary, Disaster Management
 6. Secretary, Health & Sanitation
 7. Secretary, Literary & Cultural
 8. Secretary, Senior Hostel
 9. Secretary, Mess
 10. Editor-Hostel Magazine (Boys)

Provost-Boys Hostels