

**Sarojini Naidu Vanita Maha Vidyalaya**  
**The Annual Quality Assurance Report (AQAR) of the IQAC**  
**2014-15**

Part – A

**1. Details of the Institution**

1.1 Name of the Institution

Sarojini Naidu Vanita Maha Vidyalaya

1.2 Address Line 1

Exhibition Grounds

Address Line 2

Mukaramjahi Road, Nampally

City/Town

Hyderabad

State

Telangana

Pin Code

500001

Institution e-mail address

[snvmv@redifmail.com](mailto:snvmv@redifmail.com)

Contact Nos.

040-24603266

Name of the Head of the Institution:

Dr.P.V.S.Lakshmi

Tel. No. with STD Code:

040-24603266

Mobile:

+918885501847

Name of the IQAC Co-ordinator:

Mrs.D.Shobhana

Mobile:

+919849527392

IQAC e-mail address:

iqacsnavita@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

14104

1.4 NAAC Executive Committee No. & Date:

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

EC/61/RAR/20 dated 15.09.2012

1.5 Website address:

www.snavita.org

Web-link of the AQAR:

http://snavita.org/pdf/2014-15 IQAC.pdf

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 <sup>st</sup> Cycle	B++	82	2005	2010
2	2 <sup>nd</sup> Cycle	A	3.12	2012	2017
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

01.10.2005

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

2014-15

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 – 19.09.2013
- ii. AQAR - 19-12-2014

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)

Osmania University

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

Autonomy by State/Central Govt. / University	NA		
University with Potential for Excellence	NA	UGC-CPE	NA
DST Star Scheme	NA	UGC-CE	NA
UGC-Special Assistance Programme	NA	DST-FIST	NA
UGC-Innovative PG programmes	NA	Any other ( <i>Specify</i> )	NA
UGC-COP Programmes	NA		

**2. IQAC Composition and Activities**

2.1 No. of Teachers	6
2.2 No. of Administrative/Technical staff	5
2.3 No. of students	2
2.4 No. of Management representatives	3
2.5 No. of Alumni	2
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	18
2.10 No. of IQAC meetings held	3

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

1) National Seminar – Relevance of Didactic Poetry in Regional Languages to the Modern Times

2) State Level Workshop – Continuous Curriculum Evaluation for High School Teachers

3) MBA Workshop

2.14 Significant Activities and contributions made by IQAC

- National Seminar
  - CCE Workshop
  - MBA Workshop
  - Valedictory Function of Golden Jubilee Celebrations
  - Launch of Vanita App
  - Civil Services Coaching
  - NIPUNI – Skill Development Centre
  - Extension Lecturers
  - Open Day
  - Sarojini Naidu Birth Anniversary
  - Swachha Vanita

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
<ul style="list-style-type: none"> <li>• National Seminar</li> <li>• CCE Workshop</li> <li>• MBA Workshop</li> <li>• Valedictory Function of Golden Jubilee Celebrations</li> <li>• Civil Services Coaching</li> <li>• NIPUNI – Skill Development Centre</li> <li>• Extension Lecturers</li> <li>• Open Day</li> <li>• Sarojini Naidu Birth Anniversary</li> </ul>	<ul style="list-style-type: none"> <li>• National Seminar</li> <li>• CCE Workshop</li> <li>• MBA Workshop</li> <li>• Valedictory Function of Golden Jubilee Celebrations</li> <li>• <b>Launch of Vanita App</b></li> <li>• Civil Services Coaching</li> <li>• NIPUNI – Skill Development Centre</li> <li>• Extension Lecturers</li> <li>• Open Day</li> <li>• Sarojini Naidu Birth Anniversary</li> </ul>

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

**(Please find attached Annexure I for details)**

2.15 Whether the AQAR was placed in statutory body      Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

- |   |
|---|
| <ul style="list-style-type: none"> <li>➤ Emphasis on the improvement of results at the UG level</li> <li>➤ Need for more Revision /Remedial Classes</li> <li>➤ Need for conducting more number of seminars and workshops</li> <li>➤ Need for Add-on Certificate / Skill Development courses</li> <li>➤ Need for more number of Inter-collegiate Literary and Sports and Games competitions</li> </ul> |
|---|

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	7		7	
UG	3		2	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	10		9	
Interdisciplinary				
Innovative				

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	7
Trimester	-
Annual	3

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*

*(Please find attached Annexure II for details)*

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.

NA

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
23	10	13	-	-

2.2 No. of permanent faculty with Ph.D.

13

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

Nil	Nil	101
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	16	12
Presented papers	5	11	1
Resource Persons	-	-	

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

LCD, Smart Boards and Youtube links

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

184

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 norms



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

5	-	-
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2.10 Average percentage of attendance of students

65%
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2.11 Course/Programme wise

distribution of pass percentage : **Please find attached Annexure III attached**

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

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

Principal and Vice-principal's inspection, feedback from the students, feedback from class representatives and assistant class representatives, parent-teacher interaction, suggestion box, random check by the management

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	4
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	8	18	-	18
Technical Staff	1	7	-	7

## Criterion – III

### 3. Research, Consultancy and Extension

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

➤ Research Labs
➤ UGC Major and Minor Research Projects
➤ Other projects
➤ Fellowships

#### 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	Nil	9	9	Nil
Outlay in Rs. Lakhs	Nil	Rs.20,80,000/-	Rs.48,25,000/-	

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	1	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	1	2	-

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	2014-15	UGC	Rs.48,25,000/-	Rs.20,80,000/-
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			Rs.48,25,000/-	Rs.20,80,000/-

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	1		1
Sponsoring agencies		UGC	Exhibition Society		Exhibition Society

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
-	-	-	1	-	-	-

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 to 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  State level

National level  International level

3.24 No. of Awards won in NCC:

University level  State level

National level  International level

3.25 No. of Extension activities organized

University forum  College forum

NCC  NSS  Any other

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

- Clean & Green Program
- Swachha Vanita
- Tree plantation
- Pulse Polio
- Communal Harmony
- Children's Day- Social Welfare Hostel

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Please find attached Annexure IV

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.8	-	-	3.8
Class rooms	50	-	-	50
Laboratories	41	-	-	41
Seminar Halls	4	-	-	4
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-		UGC & Development Grant from Exhibition Society	
Value of the equipment purchased during the year (Rs. in Lakhs)			UGC & Development Grant from Exhibition Society	
Others				

#### 4.2 Computerization of administration and library

Library is fully automated and partial administrative computerization/ Upgradation in process

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	52167	70,75,021	793	1,99,643	52960	72,74,664
Reference Books	13040	17,68,753	222	69,699	13262	18,38,452
e-Books	-	-	-	-	-	-
Journals	102	7,75,365	-	96,792	102	872157
e-Journals	2	72,416	-	5000	2	77,416
Digital Database	-	-	-	-	-	-
CD & Video	162	32,800	8	999	170	33,799
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	309	7	125	17	120	15	22	10
Added	51	1	-	-	50	1	-	-
Total	360	8	125	17	170	16	22	10

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

Non computer students imparted computer training, training to teacher to use You tube links and preparation of power point presentations through You tube

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

Rs.75,600/-

ii) Campus Infrastructure and facilities

Rs.5,87,318/-

iii) Equipments

-

iv) Others

Rs.1,62,000/-

**Total :**

Rs.8,24,918/-

## **Criterion – V**

### **5. Student Support and Progression**

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Orientation programmes
- public address system
- Various committees
- LED Networking Display boards
- Counselling
- Mentoring
- Through SMS
- Vanita Mobile App
- Parent-Teacher Meeting

#### 5.2 Efforts made by the institution for tracking the progression

- Results
- Mentoring
- Revision classes/Remedial coaching
- Committees
- Tests/Quarterly/Pre-final Examinations
- Competitions
- Parent –Teacher Meetings
- Group Discussion
- Subject related seminar presentation



	UG	PG	Ph. D.	Others
5.3 (a) Total Number of students	1777	540	-	-

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	-				100%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
UG-689	242	45	811	8	1787	647	244	58	820	8	1777
PG-205	107	21	282	-	615	134	83	16	307	-	540

Demand ratio - 1:2      Dropout % - 6%

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

Civil Services coaching, Banking Services Coaching, and Pre-Placement Training

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

Organisation of Lectures and personal and career guidance provided through the counselling cell

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
12	1500	205	82

### 5.8 Details of gender sensitization programmes

NA
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### 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	69	55,700/-
Financial support from government	1279	48,52,533
Financial support from other sources	27	1,43,308/-
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:

- Revision classes before the annual exams
- Educational tours conducted
- Scholarship details are intimated through LED Networking Display Boards
- Water problem resolved through provision of coolers
- Wash rooms
- Canteen

## Criterion – VI

### 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION – Training Women for a Challenging Future through Value based education

Mission – Educate, Empower and Liberate

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

As the institution is affiliated to Osmania University it is as per the University norms, some of the faculty are Board of Studies members, Faculty members give their opinions and suggestions in the Departmental Conferences at the University level for Upgradation of syllabus.

### 6.3.2 Teaching and Learning

Facilitating computer aided teaching aids like LCD's and Smart boards, conducting FDP's and Orientation programmes, seminars and Conferences and participation in Seminars, conferences and workshops and internet facility, through major and minor research projects, You tube links, power point presentations

### 6.3.3 Examination and Evaluation

As per the University norms, faculty members are Paper setters, chief Examiners, Examiners for Theory ,Practicals and Computer Based Tests for University and autonomous institutions examinations

### 6.3.4 Research and Development

Facilitating through Recognised Research Labs, procuring UGC funds, purchase of equipment and material , books and journals for pursuing Major, Minor Research projects and also M.Phil , Ph.D and Post-doctoral pursuits, to qualify NET, SLET, Post Graduate Diploma Courses

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Upgradation through purchase of books, computers, equipment, automation, e-journals, e-resources, establishment of Labs

### 6.3.6 Human Resource Management

Inter disciplinary approach and adhoc recruitment

### 6.3.7 Faculty and Staff recruitment

Enhancing basic salary from 6000/- to 8000/- and periodic increments along with Career advancement

### 6.3.8 Industry Interaction / Collaboration

On campus training and recruitment facilitating, off campus recruitment, Pre-Placement training, Impact Programme, Placement seminars,

6.3.9 Admission of Students

Merit based for UG as per University norms and reservation policy and through University counselling for PG

6.4 Welfare schemes for

Teaching	P.F, ESI, Loans
Non teaching	P.F, ESI, Loans, advances
Students	Scholarships, Fee Waiver, fee payment

6.5 Total corpus fund generated

Rs.1,27,49,500/-

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	OGA	Yes	Academic Committee
Administrative	Yes	OGA	Yes	Registered Chartered Accountant

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?

Projects, practicals, PG Semesters/Internals, on line exams

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

It is the Discretion of the Management

6.11 Activities and support from the Alumni Association

Alumna conducted legal awareness programme against dowry and enlightened the students

6.12 Activities and support from the Parent – Teacher Association

NA

6.13 Development programmes for support staff

NA

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

- ♦ Swachha Vanita
- ♦ Tree plantation
- ♦ Extension lectures on Environment
- ♦ Clean & Green Programme

## 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.

LED Networking Signage Boards, Swachcha Vanita,

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

- National Seminar
- CCE Workshop
- MBA Workshop
- Valedictory Function of Golden Jubilee Celebrations
- Civil Services Coaching
- NIPUNI – Skill Development Centre
- Extension Lecturers
- Open Day
- Sarojini Naidu Birth Anniversary

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

Use of computer aided teaching techniques  
Proactive management in enhancing quality education  
Pursuit of Minor Research Projects

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

***Please find attached Annexure – V for details***

7.4 Contribution to environmental awareness / protection

Swachcha Vanita, Through tree plantation and awareness lectures over conservation of electricity and water, Conservation of environment

7.5 Whether environmental audit was conducted? Yes  No

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

<b>INSTITUTIONAL STENGTHS</b>	<b>INSTITUTIONAL WEAKNESSES</b>
<p>Long Existence</p> <p>ICT enabled teaching/e-classrooms</p> <p>Good team work</p> <p>Well equipped labs</p> <p>Extension activities</p> <p>Decentralisation of Administration</p> <p>Awareness Programmes</p> <p>Transparency in Financial Transactions</p> <p>Infrastructural Facilities</p> <p>Research activities</p>	<p>Curriculum Design</p> <p>Industry / Academia tie-ups</p> <p>Maintenance of facilities</p> <p>Standard Publications</p> <p>Exposure of Teachers to International Levels</p> <p>Non-filling up of large number of teaching posts due to ban on recruitment</p> <p>Training Technical and other staff in functional areas</p>
<b>INSTITUTIONAL OPPORTUNITIES</b>	<b>INSTITUTIONAL THREATS/CHALLENGES</b>
<p>e-learning</p> <p>Global initiatives</p> <p>Employment opportunities through JKC/Placement Cell. Career Counselling and Civil Services Coaching, Banking Service Coaching</p> <p>English Language Lab for improving Communication Skills</p> <p>Short term Certificate courses enhancing employable capabilities</p> <p>‘Earn while you Learn’ through entrepreneurial programmes</p> <p>Additional Scope for Alumane and Community participation</p> <p>Research and Development</p> <p>Women’s Study Centre</p>	<p>Academic collaborations</p> <p>Retention of quality teachers</p> <p>Limited mobility of Faculty outside the State, minimizing academic collaborative work</p> <p>Enhancement of Academic progression</p>



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

Open Day, Sarojini Naidu's birth anniversary celebrations, Short Term Courses through NIPUNI-Skill Development Centre, Civil Services Coaching, Banking Services Coaching, Sport Certificate Courses, , Industrial Visit, Educational Tours, Faculty interaction, Extension Lectures, FDP

Name ***Mrs.D.Shobhana***

Name ***Dr.P.V.S.Lakshmi, Principal***

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

## 2.15 Annexure I

### SAROJINI NAIDU VANITA MAHA VIDYALAYA:HYDERABAD

#### **ACADEMIC SCHEDULE 2014-2015**

<b>Date</b>	<b>Activity/Plan of Action/Committee-in-charge</b>
<b>MAY &amp; JUNE</b>	Intermediate and Degree Admissions
6 <sup>th</sup> June	Re-opening of College – Staff Meeting
7 <sup>th</sup> June	Staff meeting with the Management
13 <sup>th</sup> June	Orientation for Intermediate classes
16 <sup>th</sup> June	Commencement of classes for II & III yr Degree students
23 <sup>rd</sup> June	Staff meeting about mentoring
26 <sup>th</sup> June	Intermediate Fresher's Party & Induction of CR/ACR's
30 <sup>th</sup> June	Orientation & Commencement of classes for I yr Degree students
<b>JULY</b>	
July 1 <sup>st</sup> week	Anti Ragging activities meeting / Awareness & Orientation for students (Invite an IPS Officer-HR Committee)
	Alumni Meeting – involves all stake holders in academic activities and explore ways of income generation.
19 <sup>th</sup> July	IQAC – Preparation of Action Plan (All heads/Incharge of various activities)
	JKC – Training lecturers for PG (Invite Mentors) - Anuradha (English), Subba Rao (Physics), Anagha (Commerce),

	Sara(Botany)
July 3 <sup>rd</sup> week	Class Representative election & meeting with Principal/V.P's/ Student Advisors/Sports/NSS/NCC  Collection of Feed Back from C.R's Conduct of elections (Concerned teachers for III yrs)
July 2 <sup>nd</sup> or 3 <sup>rd</sup> week	Invite proposals from aspiring teachers for State Best Teachers Award
	Issue of Scholarship forms (Scholarship section incharge/
July last week	Staff meeting (Review of academic and administrative aspects, Remedial classes for supplementary students to be planned by Remedial Committee)
<b>AUGUST</b>	Preparation of comprehensive database on admissions (Admission Committee & Office)
5 <sup>th</sup> , 6 <sup>th</sup> and 7 <sup>th</sup>	UGC sponsored National Seminar on relevance of Didactic poetry in regional languages to the modern times
11 <sup>th</sup> and 12 <sup>th</sup>	Two day CCE workshop for High school teachers on new curriculum
28 <sup>th</sup>	Degree Fresher's Party & Induction of CR/ACR's
Last Week	Staff Meeting (Review of academic and administrative matters)
<b>SEPTEMBER</b>	Teachers Evaluation (Collection of Feed Back)  [Centralized system / Orient the students in filling the feed back forms in Auditorium] – Year wise on 3 days
5 <sup>th</sup> Sept	Teachers Day celebration (Teachers need to be given a token of appreciation/ Student Celebration(Student Advisory Committee), Seminar for Lecturers ( Staff Secretaries)

10 <sup>th</sup> Sept	Extension Lecture
11 <sup>th</sup> Sept	Extension Lecture
19 <sup>th</sup> Sept	Sanskrit Dinotsavam
25 <sup>th</sup> Sept	Formal inauguration of Civil Service Coaching
	Extension Lecture
	Inaugural of skill development centre - NIPUNI
26 <sup>th</sup> Sept – 25 <sup>th</sup> Oct	Vacation
<b>OCTOBER</b>	
28 <sup>th</sup> October	Golden Jubilee valedictory function
<b>NOVEMBER</b>	
7 <sup>th</sup> November	Hostel Fresher's Day
15 <sup>th</sup> November	Swatch Vanita and Tree plantation programme
20 <sup>th</sup> November	OGA Inspection
25 <sup>th</sup> November	Extension Lecture
26 <sup>th</sup> November	Placement drive
	Extension Lecture
28 <sup>th</sup> November	Extension Lecture
Last week	Inter class sports competitions
<b>DECEMBER</b>	
2 <sup>nd</sup> December	Sports Day

5 <sup>th</sup> – 11 <sup>th</sup> December	NSS camp
Dec 1 <sup>st</sup> week	Interclass Literary competitions
20 <sup>th</sup> December	Annual Day
	JKC IPG Training
22 <sup>st</sup> Dec	Review of Financial Plan for utilization of allocated Budget
	Display of attendance before submission of Examination Forms to University
	Commencement of JKC IPG Training
	Collection of Departmental Activities/Display of Research activities /Study Projects/achievements etc.,
	Staff Meeting (Review the completion of syllabus, review of academic activities, attendance of students etc.,)
<b>JANUARY</b>	
25 <sup>th</sup> January	National Voters Day
21 <sup>st</sup> January	Completion of syllabus
	Conduct of revision and remedial classes to the needy students
26 <sup>th</sup> January	Republic Day (Hostel & Hostel Committee/Student Advisory Committee)
	Submission of student study projects to CCE
	JKC/Career counselling, Job fairs / Campus Recruitment (JKC and Placement Committee)
<b>FEBRUARY</b>	

3 <sup>rd</sup> February	General Education & Pre-finals
1 <sup>st</sup> & 2 <sup>nd</sup> February	Organizing job fairs and campus drives
13 <sup>th</sup> February	Sarojini Naidu Birth Celebrations (Women's Studies Committee)
21 <sup>st</sup> February	International Mother Tongue Day
28 <sup>th</sup> February	National Science Day and Open Day for school students
19 <sup>th</sup> Feb to 9 <sup>th</sup> March	Revision / remedial classes for Intermediate and Degree
<b>MARCH</b>	
4 <sup>th</sup> March	Intermediate Farewell party
7 <sup>th</sup> March	International Women's Day eve celebrations
8 <sup>th</sup> March	International Women's Day celebrations
12 <sup>th</sup> March	Degree Farewell party
20 <sup>th</sup> March	Hostel day celebrations
24 <sup>th</sup> March	MBA Fresher's & Farewell party

## **1.3 Annexure II**

### **SAROJINI NAIDU VANITA MAHA VIDYALAYA, HYDERABAD**

#### **FEEDBACK FORMS ANALYSIS – 2014 - 15**

##### **B.A. I Yr.**

1. Students should not be discouraged by the teachers.
2. Education is not effective.
3. Speakers are not working at all.

##### **B.Sc.(BZC) I Yr.**

1. Satisfied with the college.
2. Term exams should be conducted.
3. Syllabus not completed.

##### **B.Sc.(Nutrition) I Yr.**

1. Weekly tests should be conducted.
2. Proper notes should be given.
3. Faculty are not satisfactory.

##### **B.Sc.(BMC & ZMC) I Yr.**

1. Ms.Saira, Ms. Deepti and Ms. Kavitha Madams performance is good.
2. College premises are not neat.
3. BZC <sup>TM</sup> students expressed that Mrs. G.Y. Bhargavi Madam is finishing a big chapter in 10 mts.
4. No study environment.
5. Weekly tests should be conducted.

### **B.Sc.(MPCs) I Yr.**

1. No clarity in 'C' Language subject.
2. Projectors in the class rooms are required.
3. Performance of the following teachers is commented -
4. Notes in computers subject is required.

### **B.Sc.(MPC) Iyr.**

1. Good teaching
2. More guidance is required.
3. Total syllabus has to be covered.

### **B.Com. I Yr.**

1. Teachers come prepared to the class
2. FIT subject is not clear
3. Gates should be opened if the classes are over.
4. Lack of communication skills and confidence among students.
5. Good teaching
6. Mrs. Prashanti screams at students.
7. Regular tests are to be conducted.
8. Accounts Madam does not express properly.
9. Assignments should be given.

### **B.Com. II YEAR**

1. Performance of the following teachers is commented –
2. Syllabus should be completed on time.
3. Good faculty should be provided.
4. Conduct half yearly exams.
5. Black board is not properly used.
6. Garden area should be kept clean.
7. FSBI Teachers should be good.



8. Conduct seminars in the class room.
9. Weekly tests should be conducted regularly.
10. Detail explanation to enable the students to understand.
11. Mrs. Mayuri switches over the topic frequently.
12. No lab is taken for Banking.
13. Best education is available in the college.
14. Notices should be sent class-wise.
15. Should be permitted to go if the classes are over.
16. Career guidance is needed.

#### **B.Sc.(M.E.Cs.) II YEAR**

1. Time table should be given 15 days before commencement of the exams.
2. HoD of English Department is required to see that all the lecturers take classes properly and complete the syllabus in time.
3. LED should be used
4. Clarity in explanation is required.
5. Dress code should be kept.

#### **B.Sc.(ZMC) II YEAR**

1. Want Mrs. Pavithra Madam

#### **B.Sc.(BMC) II YEAR**

1. Conduct quizzes in subject topic and current affairs.
2. Students must be appreciated to do more.
3. Important questions should be given after finishing every topic.
4. Week end tests should be conducted.

#### **B.Sc.(Nutrition) II YEAR**

1. Weekly tests should be conducted.
2. Information about competitions should be properly circulated.
3. No implementation on the feedback information.
4. Performance of the following teachers is commented

### **B.Sc.(MPCs) II YEAR**

1. Regular tests should be conducted.
2. Latest technology should be used in teaching with latest information.
3. Give chance to students to use smart boards.

### **B.A. II YEAR**

1. Performance of the following teachers is commented

### **B.A. III YEAR**

1. GOOD TEACHING

### **B.Sc. (BZC) III Yr.**

1. Teaching performance is good.
2. Revision classes are required.
3. No classes should be conducted on Sundays.
4. Teaching should be encouraging the students.
5. Partiality should not be shown by the teachers.

### **B.Sc. (MECs) III Yr.**

1. Syllabus should be completed in time.
2. Many facilities are available without any proper guidance.
3. Expressed problem of water for drinking as well in toilets.
4. Class teacher should be declared who should take the responsibility of encouraging the students to participate in all activities.
5. Experienced teachers should be allocated to the final year students.
6. Exams should be conducted strictly.
7. Computer subjects must be taught clearly and briefly.
8. Teachers should be friendly.
9. Performance of the following teachers is commented –

### **B.Sc. (MPCs) III Yr.**

1. More concentration on functions than on teaching.

**B.Sc. (ZMC) III Yr.**

1. More stress should be given to theory than to practicals.
2. Partiality should not be shown.
3. Mugs and buckets should be made available in toilets.

**B.Sc. (Nutrition) III Yr.**

1. Experienced teachers should be allocated to final year students.
2. Speakers are not working in the class rooms.
3. No proper teaching schedule for Bio-Chemistry.
4. Mrs. Chitkala Madam does not use board.
5. Exam question paper should be discussed.

**B.Com. III Yr.**

1. Problem of Drinking water
2. Weekly / Quarterly / Half yearly tests should be conducted.
3. Dress code to be introduced.
4. More attention towards weak students.
5. Chapter-wise tests should be conducted.
6. Fee paying procedure should be improved.

**SAROJINI NAIDU VANITA MAHA VIDYALAYA, HYDERABAD****HOSTEL FEEDBACK FORMS ANALYSIS – 2014 – 15****Degree I YR.**

1. A good hostel
2. There is water problem in the hostel.
3. The quantity, quality and varieties of food maintained are not good.
4. There are no proper facilities in the washrooms and which are also in unhygienic condition.
5. Poor Electricity condition.

6. The staff is not properly responding the parents.
7. Dinner is provided very early.
8. First Aid and medical facilities are not available properly.
9. Lack of study chairs in rooms.
10. Insecurity for mobiles which are kept in the rooms.

### **Degree II YR**

1. There is no proper arrangement of drinking water facility.
2. There are no washrooms for parents (Gents)
3. Curries are repeated frequently in the meals.
4. Huge amount of oil used in the preparation of food.
5. The problems faced by the hostellers can be understood only by Mrs. Aarathi Madam, Warden.
6. Water problem is severe.

### **Degree III YR**

1. There is water problem in the hostel.
2. Staff is behaving rudely with the parents.
3. Staff interaction with the parent is not cordial.
4. There is no variety in food.

### **FEED BACK FROM MBA (PREVIOUS & SENIOR) STUDENTS**

1. The students asked for continuous drinking water facility.
2. The computer lab air conditioners are non-functional.
3. Students requested for an industrial visit and a picnic
4. Group discussions to be conducted in all semesters
5. Internet facility in the library.

### **FEED BACK FROM P.G. (PREVIOUS & SENIOR) STUDENTS**

1. Students had complaints about drinking water
2. Students also complained about water facility in the wash rooms
3. Students requested to install public address system in the PG class rooms
4. Students requested for the canteen to be kept open during April and May
5. Some students requested for a separate prayer room

## **2.11 Annexure III**

### **Results 2014-15**

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass %
B.A	40	-	19	12	-	78%
B.Com	265	61	151	32	-	69%
B.Sc	241	12	89	38		53%
M.A (English)	35	6	15	13	1	100%
M.Com	34	5	23	2	-	88%
M.Sc (Bot)	17	5	7	3	-	88.2%
M.Sc (Zool)	28	8	15	1	-	85.7%
M.Sc (Chem)	21	2	5	7	-	66.6%
M.Sc (Phys)	21	2	9	6	-	80.9%
M.B.A	92	6	66	15	-	94.5%

**4.1 Annexure IV**  
**SAROJINI NAIDU VANITA MAHA VIDYALAYA**  
**EXHIBITION GROUNDS:HYDERABAD**

LIST OF EQUIPMENT PURCHASED DURING THE YEAR 2014-15 FROM  
UGC & DEVELOPMENT GRANTS

S.No	Date of Purchase	Name of the Equipment	Quantity	Amount Paid	Department
1	05.05.2014	3.5 KVA UPS	1	74900	Office
2	26.06.2014	Digital Calorimeter 8 filters	3	31343	Zoology
3	26.11.2014	6 1/2 Glass door almirahs	4	24240	Library
4	26.09.2014	Computers	50	1191750	Addl Commerce Lab
5	07.06.2014	LED Display Boards with network	7	871645	College
6	24.03.2015	Digital Ph meter	2	17220	Chemistry
7	24.03.2015	Water Bath	2	12580	Chemistry
8	24.03.2015	Magnetic Stirrer	1	6090	Chemistry
9	24.03.2015	Melting Point	1	2362	Chemistry
10	24.03.2015	Electronic Balance	2	11760	Chemistry
11	24.03.2015	TLL Kit	1	7612	Chemistry
12	24.03.2015	Automatic Model Stirrer Kit	2	4620	Chemistry
13	24.03.2015	Refrigerator	1	24675	Chemistry
14	31.03.2015	3 1/2 Digit Digital Multimeter LCD Display	12	22113	Physics Addl Commerce Lab
15	21.02.2015	Computer Revolving Chairs	50	70000	Lab
16	03.02.2015	Work table M S Square pipe	15	96000	Addl Physics Lab
17	03.02.2015	Stools M S Square pipe	30	28200	Addl Physics Lab
18	24.05.2014	6 KVA UPS with 12V/26AH Batteries	16	95000	English Lang Lab
19	12.05.2014	DELL Laptop	2	84210	Placement Cell
20	12.05.2014	Laserjet Printer	2		Women Studies
<b>TOTAL</b>				<b>2676320</b>	

## 7.3 Annexure V

### Best Practices of the Institution

#### ➤ Use of ICT Aided Teaching Aids:

- The Institution has 11 LCDs and 2 Smart Boards to facilitate the Faculty in presentation of latest updated information to the students. The visual aids help the students in comprehending topics which cannot be captured through imagination. It also helps the teacher to access the latest information.

#### ➤ Use of LED Networking Signage Boards;

- To intimate the students about the notifications of the admission, fee payment, scholarship, examination dates etc. .

#### ➤ Proactive Management

- The Management of the institution is participative towards enhancing the quality education, improvement of results, providing modern teaching aids, infrastructure of the institution.
- The Management also interacts with the teaching and non-teaching staff and resolves grievances. Welfare measures are taken care of by the Management.

#### ➤ Research Projects

- Nine Faculty Members are pursuing Minor Research Projects in various streams