



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	ANDHRA MAHILA SABHA ARTS AND SCIENCE COLLEGE FOR WOMEN
Name of the head of the Institution	Dr.K.JHANSI RANI
Designation	Principal(in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	040-27070471
Mobile no.	9494098811
Registered Email	ascwams@yahoo.co.in
Alternate Email	amsascwiqac@gmail.com
Address	Osmania University Campus
City/Town	HYDERABAD
State/UT	Telangana
Pincode	500007

2. Institutional Status																															
Autonomous Status (Provide date of Conformant of Autonomous Status)			20-Nov-2006																												
Type of Institution			Women																												
Location			Urban																												
Financial Status			state																												
Name of the IQAC co-ordinator/Director			DR K KARUNA DEVI																												
Phone no/Alternate Phone no.			04027098811																												
Mobile no.			9441307252																												
Registered Email			amsascwiqac@gmail.com																												
Alternate Email			karuna.kamble_123@yahoo.com																												
3. Website Address																															
Web-link of the AQAR: (Previous Academic Year)			http://amsascw.org.in/aqar_report%202018-19.pdf																												
4. Whether Academic Calendar prepared during the year			Yes																												
if yes,whether it is uploaded in the institutional website: Weblink :			http://amsascw.org.in/wp-content/uploads/2021/08/Activity-calendar-2019-2020.pdf																												
5. Accrediation Details																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B+</td> <td>75.65</td> <td>2005</td> <td>28-Feb-2005</td> <td>27-Feb-2010</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.93</td> <td>2013</td> <td>23-Mar-2013</td> <td>22-Mar-2018</td> </tr> <tr> <td>3</td> <td>B</td> <td>2.21</td> <td>2018</td> <td>02-Nov-2018</td> <td>02-Nov-2022</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B+	75.65	2005	28-Feb-2005	27-Feb-2010	2	B	2.93	2013	23-Mar-2013	22-Mar-2018	3	B	2.21	2018	02-Nov-2018	02-Nov-2022
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1	B+	75.65	2005	28-Feb-2005	27-Feb-2010																										
2	B	2.93	2013	23-Mar-2013	22-Mar-2018																										
3	B	2.21	2018	02-Nov-2018	02-Nov-2022																										
6. Date of Establishment of IQAC			06-Sep-2005																												
7. Internal Quality Assurance System																															

Quality initiatives by IQAC during the year for promoting quality culture				
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries		
No Data Entered/Not Applicable!!!				
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Orientation programme to students 15th to 20th July 2019
2. Literary Intercollegiate Competition to students 22nd July 2019
3. Seminar on Blooms Taxonomy for Teaching Staff 21st September 2019
4. Orientation to teachers How to be a good teacher 16th October 2019
5. Seminar on "Role of Mentor Mentee" to teaching staff on 17th October 2019 6. Office Etiquettes to Non teaching staff and Document filing on 25th October 2019 7. Student Executive Body Investiture Ceremony on 06th December 2019 8. Open House and FETE 09th January 2020 9. 2 Days Intercollegiate Competition to Students - ALOHOMORA 2K20 on 18th and 19th February 2020 10. Intellectual

Property Rights - One day seminar on 29th February 2020
 11. Academic Audit Internal 04th March 2020
 12. 2 days workshop for Non Teaching staff on Automation of Office 05th and 06th March 2020
 13. College Assembly on every Monday

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
For the Academic Year 2020 21 the following programmes are proposed to be introduced. 1) Three year B.com Business Analytics programme 2) Add two additional sections, one each in BBA and B.com Computer Applications 3) Certificate course in life skills covering spoken English, soft skills, resume preparation and other interview skills 4) Certificate course in Anchoring, Event Management. 5) Certificate courses in Python, Machine learning, Internet of Things, Artificial Intelligence 6) To promote professional learning opportunity for students opting for value added courses by offering fee concession of 30 percent through the e Scholars Program for meritorious students based on their academic performance in internals and continuous assessment. 7) To constitute Professional e learning team for training staff and students in e learning tools. 8) We propose for publication of electronic news letters. Topics on emerging educational technologies and their pedagogical applications will be selected to raise awareness and stimulate interest among staff. Typically a member of the e learning team volunteers to draft a newsletter on a topic of interest, and the document will be developed collaboratively. We constituted a team for Professional development under the facility we already created in 2018 as knowledge hub for capacity building of staff and students 9) Start Digital Library	1)We introduced B.com Business Analytics with 60 students sanctioned strength as intake w.e.f. 2020 21. 2) We started two additional sections one each in BBA and B.Com Computer Applications with 60 students sanctioned strength as intake in each section w.e.f. 2020 21. 3) Under process 4) Under Process 5) Under Process 6) Under Process 7) We constituted the team and conducted Professional Training and Development program. In May 2020 the e learning team conducted a number of training sessions for staff and students to enhance academic skills and improve confidence regarding the use of online technologies in teaching, learning and even in conducting online examinations. Training sessions completed so far covered topics such as "Uploading of student assignments/presentations" (file size issues) and "Blackboard analytics". 8) Published one e - newsletter in the month of August 2020. 9) Digital library has been set up with a separate server which will be a repository of all notes, ppts prepared by staff for the use by students and curated articles for reference purpose also.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	18-Jan-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	20-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>MIS certainly results in becoming more productive. However to implement MIS in a fullfledged manner calls for aggressive investment in technology We believe that technology will be a key driver in building knowledge networks which will connect various functions in an institution beginning from students admission, monitoring of fee payments, attendance, marks, scholarships etc such that we would create our own local area networks. We acknowledge the need to upgrade our teachers and students in using technology. Realizing the significant role that MIS can play in increasing efficiency levels of the college administration, we are working on investing in new tools and new technologies as an effective catalyst. Moving in this direction the college started using technology based automation software with the help of external experts to manage different functions like office works, students admission, fee payment, scholarships, class attendance, examination works, library and for communicating with all stakeholders. As of now our library is fully automated. Our college website is made dynamic. Students can access information from any device. A server has been installed in the library to facilitate the use of digital library. Exam branch is using for all its main works, payment of exam fees, filling up of exam forms, downloading of hall</p>

tickers, conduct of online exams, viewing of exam results etc. Office staff are using to collect fees, issue of bonafides, transfer certificates etc. We organized training several training sessions for teaching and nonteaching staff and students as well, enabling them to use automation for better efficiencies. One of the most prominent needs that arose was the need for staff and students to use computer labs for doing practicals and to share computer information with other students. The solution was provided by client/server networks that went a long way in enhancing the management information systems we have today. Keeping in view the increased students strength, we invested in purchasing clients and a server to meet their computer lab needs. One big step in this area was the development of intranets that gave them access to information that was stored in a central location. This made it possible to work faster and more efficiently because many could access information on a server as long as their computers were on a common network. Further, we would like to invest in cloud computing for having ready access to the Management Information System around the clock so that better decisions can be made faster. This means that irrespective of the location, the configuration that we are using or the hardware that's available, we will still be able to use automation applications and access data stored in servers. With the improvement of cellphone networks to provide high speed mobile data access and the increase in popularity of WiFi networks, this investment will certainly help us in having better governance, management and leadership. We want to rely heavily on information communications technology because we cannot scale without the use of technology.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
No Data Entered/Not Applicable !!!			
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	ECONOMICS	19/08/2019
BA	POLITICAL SCIENCE	28/08/2019
BA	PUBLIC ADMINISTRATION	03/08/2019
BA	MASS COMMUNICATION AND JOURNALISM	04/10/2019
BBA	BUSINESS ADMINISTRATION	23/10/2019
BA	MATHEMATICS	18/09/2019
BCom	GENERAL	05/09/2019
BCom	COMPUTERS	05/09/2019
BSc	BOTANY	09/09/2019
BSc	ZOOLOGY	27/08/2019
BSc	CHEMISTRY	19/08/2019
BSc	BIOTECHNOLOGY	26/08/2019
BSc	MATHEMATICS	18/09/2019
BSc	STATISTICS	27/08/2019
BSc	COMPUTERSCIENCE	26/08/2019
MSc	ORGANIC CHEMISTRY	19/08/2019
MSc	MATHEMATICS WITH COMPUTERS	18/09/2019
MCom	COMMERCE	05/09/2019

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
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No Data Entered/Not Applicable !!!

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The Prime stake holders of the institution are Students, Parents and Alumni. Every year the feedback is collected from the Students, Parents and Alumni to consider their opinions about teaching, infrastructure facilities ,syllabus coverage etc. . The overall response from the students received is Good. Maximum rating received as Very Good, Optimum response as Excellent, and Minimum response as Average. The Parents' feedback found to be Good, followed by Very Good and Excellent. Regarding the Alumni feedback the analysis showed Good in Design and Review of the Syllabus. The feedback was collected through Online process. The objective of this report is to analyze the rating given by the Students. The report summarizes the statistical modeling and analysis results with Feedback rating of syllabus. In order to collect reliable data for this study, Feedback forms were sent to the Students. The analysis is based on responses received through questionnaires. In the feedback forms the rating were categorized as A - Excellent B - Very Good C - Good and D - Average. Using descriptive statistical tools and analysis the overall rating given by the Students is Good. The objective of this report is to analyze the rating given by the Alumni. This report summarizes the statistical modeling and analysis results with Feedback rating. The analysis is based on responses received through questionnaires from the Alumni. In the feedback forms the rating were categorized as A - Excellent B - Very Good C - Good and D - Average. Using descriptive statistical tools and analysis the overall rating given by the Alumni is Good . The objective of this report is to analyze the rating given by the Parents. The report summarizes the statistical modeling and analysis results with Feedback rating. The analysis is based on responses received through questionnaires from Parents. In the feedback forms the rating were categorized as A - Excellent B - Very Good C - Good and D - Average. Using descriptive statistical tools and analysis, the overall rating given by the Parents is Good.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	546	111	26	2	6

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
34	15	15	14	4	15

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The College follows a well-designed mentor-mentee system to provide guidance and overall support to students regarding academics, examinations and other matters. The mentor-mentee ratio in the college is 1:34. 34 mentees and 1-mentors). Every class is assigned a class counsellor who is responsible for disseminating information regarding academics, examinations, scholarships, events conducted in the college, inter and intra collegiate competitions, placement notices for final year UG and PG students, student progression (applicable to students who have passed out) and so on. The class counsellor also takes care of student issues regarding adjustment to college environment (applicable to first year UG and PG students), academics, attendance, discipline, and other concerns related to student welfare. The class mentor maintains contact with parents whenever necessary, and counsels students in all aspects to facilitate overall personality development and also about different career options available. The class counsellor also tries to bring out the latent talents in students by encouraging them to participate in curricular and extracurricular activities within and outside the college. The class counsellor monitors the students' attendance and sends communication to the parents/guardians of students having attendance issues. The class counsellor also talks to parents regarding student concerns and arranges for a meeting if necessary. A parent visit record is maintained in every department to record parent's meeting with class counsellor/HoD and other mentors. The class counsellors of UG and PG final year maintain a student progression record that has details of the contact address, phone number and email ID, pass percentage, admission to higher studies or attainment of job. This helps the institution to maintain contact with passed out students to invite them for events, receiving prizes, giving guest lectures, and so on. Meetings are convened for class counsellors from time to time to appraise them of the guidelines and changes that take place in the mentoring system, including updation or changes in the software for attendance entry, marks entry and so on. All the class counsellors and Heads of the Departments are guided and advised by the Faculty Incharge. The Faculty Incharge, in turn, is guided by the Principal on various matters concerning students. The class incharge system ensures that every student has a referral point for any query or problem faced. This helps the students feel at home, especially if they are new to the college. WhatsApp groups have been created for all classes and communication is maintained online between the mentor and the mentees. This has proved to be invaluable for dissemination of information. The class counsellor system has helped students to sail smoothly through their program completion in the college. The class counsellors are like foster parents in the college, always ready to help and support students in whatever ways possible. This ensures a smooth and comfortable stay for mentees

in the institution.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1387	34	1:41

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
6	6	Nil	6	Nil

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Ms.P.Rajyalakshmi	Associate Professor	Government of Telangana
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
View File				

2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
32	1355	2.36

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://amsascw.org.in/cos&pos.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://amsascw.org.in/wp-content/uploads/2021/08/Feedback-Form-of-Responses.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No

No file uploaded.

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
Nill	Nil	Nill	Nill	Nill
No file uploaded.				

3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	Nill	Nill	Nill
No file uploaded.				

3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property Rights (A report was displayed on College Website)	IPR Cell	29/02/2020
No file uploaded.		

3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nill	Nill	Nill	Nill
No file uploaded.				

3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nill	Nill	Nill	Nill	Nill

No file uploaded.

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Nil	Nil

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
View File			

3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
View File	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
Nil	Nil	Nil	Nil
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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	21	31	1	8
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
Nil	Nill	Nill	Nill	Nill
No file uploaded.				

3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nill	Nill	Nill
No file uploaded.			

3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
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3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	Nill	Nill	Nill
No file uploaded.			

3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

CRT	CRT	Hamsun Training Solutions	30/08/2019	05/09/2019	275
No file uploaded.					

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
786784	764890.58

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
NEW GEN LIB	Fully	3.2	2020

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr.K.Jhansi Rani	Indian Administration	MOOCs	22/07/2019
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/	Others
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								GBPS)	
Existing	141	83	14	1	0	29	14	500	0
Added	0	0	0	0	0	0	0	0	0
Total	141	83	14	1	0	29	14	500	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

500 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2723602.95	1887958.96	786784	764890.58

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

The College follows established procedures for maintenance and utilization of all infrastructural facilities. A. Maintenance (i) College buildings are maintained through regular checks and repairs every year. Furniture repairs are generally done during the summer vacation. The maintenance of classrooms, laboratories, including electrical fittings, is done as and when required. This is done on requisition from Heads of Departments/Faculty members who inform the Office Superintendent/ Administrative Assistant for the servicing/repair. (ii) The Head of Department proposes the annual budget for maintenance of departmental infrastructure for the academic year. It is then subject to approval by the finance committee and the College Management. (iii) Computers and reprographic facilities are maintained through AMCs. Laboratory equipment are serviced through AMCs annually /as per the need. (iv) Laboratory stock registers, library books, furniture, computers and electrical fittings are audited annually by the stock verification committee that consists of both teaching and administrative staff. The Campus Committee constituted by the parent body DDMS headed by a chairperson oversees the overall campus maintenance. (v) A write-off committee comprising of the Principal and senior staff members is responsible for disposing computers, office/laboratory equipment and library books that cannot be repaired. B. Utilization (i) Common facilities such as seminar halls and auditorium are utilized by the entire college for academic/extracurricular activities. An Events register is maintained in the office in which all requirements are entered in advance by the concerned In-charge staff. The Office Superintendent coordinates with the concerned faculty for optimum utilization of common facilities. (ii) The Timetable Committee looks into the allocation of computer labs for conducting UG and PG practical sessions. There is judicious use of the labs for presentations/seminars during free hours. The Career Guidance and Placement Cell (CGPC) uses seminar halls for conducting placement drives and computer labs to conduct online placement exams. Computers, printers/scanners are also provided to all departments as per the requirements. (iii) The Library

Committee ensures upgradation and optimum utilization of library resources. Purchase of books and journals is done regularly based on requirement. The library is also equipped with computers having internet facility to be used by students for projects and assignments. The library is optimally utilized by students during the scheduled library hour or during their free time. (iv) The college has good sports facilities for both intercollege and intra-college competitions. The well-equipped college sports facilities are used by staff and students either before college hours or after college hours for fitness training and Yoga sessions. The spacious basketball court, is utilized by students for regular practice between 6AM to 8AM and 4PM - 6PM. The Physical Education Department maintains a Sports Attendance Register for students. The department also has facilities for Indoor games availed by students and staff during free hours. The Physical Director allots the facilities to students on a rotation basis, based on entry in the Log Register. Students can avail sports material by entry in an Issue Register maintained by the Department of Physical education.

<http://amsascw.org.in/wp-content/uploads/2021/08/4.4.2-Procedures-and-policies-for-maintaining-and-utilizing-physical-academic-and-support-facilities.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	E-Pass Telangana Government Scholarship	994	8010920
Financial Support from Other Sources			
a) National	National Scholarship	38	0
b) International	Nil	Nil	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
10	10	1

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Sutherland Global Services	105	26	Nil	Nil	Nil
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	18	B.Com, B.Sc, BBA	Commerce, Management, Computer Science, Statistics, Mathematics	Nil	MBA, M.Com, M.Sc,
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
CAT	2
Any Other	7
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has an active Student Executive Body. In meetings, students participate actively and express their views on the agenda items thereby helping in the governance of the college. The SEB comprises of students from each class B.A, B.Com, BBA, B.Sc. The Principal is the Chairperson of this body and along with the coordinator of IQAC six other teachers are included as members to guide the proceedings. The SEB is constituted annually and meets regularly to discuss issues concerning students. One important outcome of the SEB meeting conducted on 06.12.2019 is to initiate the online payment of college fees as requested by student representatives. The following lists the participation of student members in various councils/committees for the year 2019-20: Academic Council: The Academic Council of the college has included two student representatives Ms Juveria BBA Final Year and Ms Maithri, B Sc Final year as special invitees for the academic year 2019-20. They were encouraged to participate in the discussions and their opinions were sought on the agenda items concerning academics. Boards of Studies (BoS): This statutory body of the teaching department is vested with the authority to design the curriculum, and an alumnus of the department concerned is a member. The College has also included a Final Year student of the current batch as a special invitee in order to obtain the student input on the course design and deliverance. Anti-ragging Committee: Student members are involved in the efforts to prevent ragging and discipline related issues, if any, in the college premises. Ms. T.Vaishnavi, BBA III year (senior student) and Ms.Sobia, B Com I Year (junior student) are the members of Anti-ragging committee during the year 2019-20. However we are happy to report that there is no ragging in the college. Students are also members of several other committees such as (i) CGPC (Career Guidance and Placement Cell) (ii) Disciplinary Committee (iii) Students' Editorial Board of the College Magazine Srujana (iv) Canteen Committee (v) Sports Committee (vi) Entrepreneurial Development Cell (vii) Student Clubs like eco club, Energy Conservation Club, RTCC, Women Cell etc . These committees/clubs help the college administration in organizing all events including academic, campus placement, magazine publication, sports, cultural and literary activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College has an active Alumni Association. Alumni meetings are held annually in the college premises to discuss how best to help the alma mater academically and in other ways. The members of the alumni association held a meeting on 17th Dec 2019. They drafted the - plan of action to conduct annual meeting along with alumni fete, To create facebook page for admin association. It was also decided to have a website link to make alumni networking easier. The college seeks the help of the alumni in enhancing quality both in curricular and extra-curricular areas. The contribution of alumni members is in terms of financial and other aspects. Alumni contributions for the year 2019-20 include the following: (i) It is a best practice of the college to invite alumni to give a talk to the new students and share their experiences in the Induction Programme conducted every year during June. The college induction program was held for 05 days from 15th July to 20th July 2019 for the benefit of all the new Under Graduate entrants. In addition to this, various departments also invite alumni to share their thoughts during the respective departmental induction programs. This provides motivation and inspiration to the new entrants and prepares them for a fruitful and productive college life. (ii) The guest lectures given by our alumni members from the industry create awareness about recent breakthroughs and current trends prevailing in the industry. Alumni of Mass Communication and Journalism department gave a talk on Intellectual Property Rights on 29th Feb 2020. Our alumnus of Commerce department spoke on

"Opportunities in banking and insurance sectors" on 04th March 2020. (iii) Alumni contribute as members of Board of Studies of various departments by providing their valuable suggestions in curriculum development. (iv) The Internal Quality Assurance Cell (IQAC) of the college has two alumni members. (v) Alumni sponsor some gold medals, college events and fests through financial and nonfinancial means. An amount of Rs 20,000 has been sponsored for gold medals during the year 2019-20. (vii) Some alumni of the college sponsor scholarships to economically backward meritorious students. An amount of Rs. 5000 been sponsored for scholarships during the year 2019-20.

5.4.2 – No. of registered Alumni:

465

5.4.3 – Alumni contribution during the year (in Rupees) :

54900

5.4.4 – Meetings/activities organized by Alumni Association :

Yes, 17.12.2019, 15.12.2020

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

College practices decentralisation and participative management in all the major policy matters for achieving the objective set for every academic year.

1. Preparation and Implementation of the College Almanac. The Academic Coordinator of the college initiates the process by preparing a draft of academic almanac at the beginning of the year. The Principal conducts meetings with the HoDs and coordinators of various committees to discuss the proposed schedule of academic and extracurricular activities like admissions, commencement of class work, continuous internal assessment tests, last instruction day, practical examination schedule, semester-end examinations, vacation, national and international seminars, inter and intra-collegiate fests, workshops, annual day, fresher's day and farewell day celebrations and a draft is prepared. Once approved by all, the Almanac is displayed on the college website and a copy is circulated to all the HoDs. The responsibility of implementing the events precisely as per the schedule mentioned in the Almanac rests with the concerned HoDs / Coordinators. An internal academic committee monitors periodically the progress of implementation.

2. The Controller of Examinations proposed to have Graduation Day Ceremony (convocation) for the all UG students (batches 2017,2018,2019 passed out students) and PG students (batches 2017, 2018, 2019 passed out students). Principal put forward the proposal to the management and it was decided to invite the Hon. Governor of Telangana State. Dr.Tamilisai Soundararajan as the chief guest who is also the Chancellor of Osmania University. Since it took some time to get Governors acceptance we had a short time to prepare, Security being the most important issue. The entire teaching and non teaching staff got involved by forming into various committees and the convocation was a great success. 75 gold medals were given to meritorious students.

3. There are several such events which were organised smoothly and successfully only due to decentralised and collaborative efforts of the college management, parent body DDMS, principal and all the staff. The best example of our shared bonding is we created a whatsapp group in the name of AMSASCW family where in we exchange pleasantries with all including the sub-staff.

4. We are proud to say we uphold the rich values promoted by our founder promoter Padma Vibhushan Dr.Durgabai Deshmukh in empathising with the needy. We believe that sharing is caring, united we stand and divided we fall.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Research and Development	1. Started Research Training Consultancy Cell (RTCC) to encourage staff and students to write papers in UGC notified Journals. 2. Management has announced an incentive of Rs.2000/- through RTCC for publishing papers as a token of appreciation. 3. SAMANVAY half yearly journal is brought out to encourage staff and students to publish their articles. 4. National Seminars were organized by Departments of Botany, Zoology, Chemistry, Commerce and Management, Mathematics, Statistics organized Inter collegiate Seminars on latest topics related to their subjects.
Library, ICT and Physical Infrastructure / Instrumentation	1. Automation of Library 2. Internet facility to the students in library 3. One smart class room, added 05 CC Cameras for the security of girls in the Campus. 4. Five Biometric machines were installed for attendance to maintain regularity of students. 5.Green house is installed and maintained in the College nursery.
Human Resource Management	1. Each and every member of the faculty is included for working in various Committees. 2. Statutory Bodies Governing Body, Administrative Committee, Academic Council, Finance Committee. 3. Non Statutory Bodies: IQAC, Standing Committee, Students Advisors Committee, SQMC, Student Executive Body. 4. Cells and Clubs with Conveners and members. 5. Self-appraisal of the teachers through maintenance of Academic Diary supported with attendance registers. 6. Organization of a workshop on different safety measures to adhere to in daily life and in work place. 7. Maintenance of Grievance Redressal Cell, Anti Ragging Committee, Sexual Harassment Committee.
Industry Interaction / Collaboration	Corporate Recruitment Training is conducted for outgoing students every year. The Department of Chemistry has signed an MOU with Dr. Mac Pharma limited, Dept of Botany with ITC, Dept

	of Computerscience with Indian Institute of Hardware Technology.
Admission of Students	1. UG Admissions are made through online DOST (Degree Online Services Telangana). 2. PG admissions with Affiliated University (Osmania University).
Curriculum Development	In the year 2007/ 08, the college was conferred Autonomous Status which enabled the college in framing of syllabus with limited freedom to deviate from the University Syllabus as per our aspirations. Our college is second in twin cities of Hyderabad and Secunderabad to opt Choice Based Credit System (CBCS). The Choice Based Credit System (CBCS) is introduced along with the restructured curriculum. The content in the new curriculum is designed with provision of practical training, field work, computer awareness, community orientation, ICT (Information Communication Technology) skills exposure in order to improve the quality of the students. 1. B.A, B.Com, B.Sc, BBA , M.Com, M.Sc Organic Chemistry, M.Sc Mathematics with Computers. 2. Syllabus revision is done in 2018/19. 3. Certificate course GST (Goods and Service Tax) 4. M.Sc and M.Com are given projects. 5. Some students have taken internship.
Teaching and Learning	1. Apart from traditional teaching methods, we use internet for project works and PowerPoint presentations. 2. Students are encouraged to present papers in Seminars. 3. Through Knowledge Hub we provide e book, e journal facility. 4. Students are taken on Field trips, visit to the Industries, Exhibitions, Historical places to expose them to the practical knowledge. 5. Enhancement of learning skills of the Students through participation in different seminars. 6. Learning through group discussions, quiz, debates etc are organized for latest updating. 7. Knowledge Hub is an ecosystem created by the college to facilitate both faculty and students in their capacity building. The hub has facilities like access to internet, head phones etc. Knowledge hub enables students to register for online courses and learn through Audio Video lectures of eminent resource persons.

Examination and Evaluation	1. Two Internal assessments 2. Semester End Examinations 3. Question paper auditing 4.Timely results declaration within 45 days. 5. Convocation for every two years.
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6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	1. Created Whatsapp groups for information 2. Online Students Survey 3. Meetings are conducted from time to time and information is given through mails. 4.Dissemination of information of various committees like Governing Body, Academic Council Meeting, Standing Committee Meeting, Board of Studies Meetings, Finance Committee Meeting, Administrative Committee Meeting, IQAC Committee Meeting, so that we comply with all the regulations. 5. To enhance good governance initiative participation, transparency and accountability. 6. To engage, enable and empower efficient, speedy and transparent dissemination of information. 7.Bulk messages are delivered to the students and parents for information . 8.Subject related book links are provided to impart extra knowledge to students. 9. Inflibnet is available in library for students and staff.
Administration	Automation
Finance and Accounts	Tally ERP
Student Admission and Support	https://dost.cgg.gov.in/

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	P.R.Jayasree	National Level Workshop on Matlab,Megastat and Solver	Nill	600
2019	P.Priyanka	National Level Workshop on Matlab,Megastat and Solver	Nill	600
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Blooms Taxonomy	Office Etiquettes to Non teaching staff and Document filing	25/10/2019	25/10/2019	34	15
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	6	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Maternity leave, Annual and special increments for NET/SLET/SET for Ph.D awardees, Financial support to faculty members for presenting papers	Employees Provident Fund, Paternity and Maternity Leave, Festival Gifts in kind and cash	Gold medals for merit students, Few Teachers sponsor fee for Economically backward students

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institution conducts internal and external financial audits regularly for Aided, unaided sections and examination branch. 1. The Institution is under the management of the parent Institution i.e., Andhra Mahila Sabha Trust Board which arranges for both internal and external audit periodically and annually. 2. Internal audit is done twice for the financial year 2019-20 i.e., for the accounts of April to September and October to March 2019-20. 3. There are three accounts for Aided section viz general, special and UGC. Auditor General (AG) Audit was conducted in March 2021 for the Financial Year 2019-20. 4. There are four accounts under Unaided section i.e., for UG,PG, Hostel, PF and

Professional Tax. Separate accounts are maintained for UG,PG, Hostel in Andhra bank which is now merged into Union Bank and separate account is maintained with SBI Bank for provident fund and professional tax. 5. Examination branch is having 3 accounts, two accounts in Canara Bank for Convocation and one account with Union Bank for Examination fees. 6. Annual audit is completed for the year 2019-20. 7. Internal audit was carried out by Tag Company. 8. External audit was conducted by Anand Company. 9. All the budget proposals were placed before Finance Committee, Governing Body, and Administrative Committee for 2019-20. 10. Capital expenditure is approved by Statutory Bodies. 11. Salaries are paid regularly on time.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nill	207000	Golden Jubilee Celebrations
View File		

6.4.3 – Total corpus fund generated

1974769

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Retd.Prof	Yes	Academic Coordinator
Administrative	Yes	Anand and Co	Yes	TAG AND COMPANY

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Yearly once a Parent Teacher Meeting is conducted. The meeting for 2019/20 was conducted on 12.2.2020 providing valuable suggestions for development of the institution. Pointing out the drawbacks of the college and suggesting rectifications. Communicating views which the students feel shy to communicate directly to the teachers about the college and the department.

6.5.3 – Development programmes for support staff (at least three)

1. Two day workshop on Automation of Office on 05th 06th March 2020. 2. Training on Filing and Documentation on 25th Oct 2019.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Autonomous status: The College applied for revision of autonomous status and was granted autonomous status by the UGC with retrospective effect from 2018/2019 to 2024/2025. The governance of the college is in accordance with UGC guidelines for autonomous colleges. 2. College decided to take up both horizontal and vertical development by introducing new programmes and courses and adding additional sections, as per the plan of action specified in the previous AQAR. Accordingly the college started a new 3 year UG programme i.e., 'B.Com Business Analytics' w.e.f 2020/2021 with intake of 60 students. The college added 2 additional sections in B.Com Computer Applications and BBA with an intake of 60 students in each section. The college introduced 3 new Course Combinations in the BA programme in accordance with the bucket system options

offered by the Telangana govt / Commissionerate of Collegiate Education. 3. College Automation: Automation of student administration and examination branch was initiated. Student admission, fee collection, student attendance, library functions and generation of TC/Bonafide certificates are automated. The examination branch also outsourced software for conducting internal and external examinations, announcement of results and generation of marks memo. It enables centralized, secure and robust database of students. 4. Conversion of College Website from Static to Dynamic which can be accessed from any device, from anywhere and anytime with automatic updates.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Para Legal Training Programme	29/02/2020	29/02/2020	150	Nill
Gender Sensitivity Through the Works of Literature	26/06/2020	26/06/2020	200	Nill
Flash Mob & Street play - awareness programme on violence against women	21/06/2019	21/06/2019	30	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Quotations called for installation of Solar Power Panels in the College (Under consideration) Installed LED lights in the College campus. The following activities were conducted in view of National Energy Conservation week from 14th to 20th December 2019 in collaboration with The Institute of Engineers (India) (IEI) I) Energy Conservation Walk from Necklace road to Visweswarayya Bhavan on 15th December 2019 II) Organised various competitions in the college

like Essay Writing, Elocution, Painting, Rangoli, Poetry, Singing etc on 16th December 2019. III) Students took part in spreading the awareness on Energy Conservation in various Schools and Colleges - Ramchand Girls High School, Govt High School, Mothers Integral School, Aurobindo International School, AMS Intermediate College, Mothers Degree College on 17th December 2019. IV) A talk was organised on Energy Conservation in the College campus on 18th December 2019. V) The paintings drawn by the students were displayed at The Institute of Engineers (India) (IEI) Khairatabad on 19th December 2019 VI) Our students has participated as Volunteers for the Award and Valedictory function at The Institute of Engineers (India) (IEI) Khairatabad on 20th December 2019

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Braille Software/facilities	Yes	3
Rest Rooms	Yes	3
Scribes for examination	Yes	3
Any other similar facility	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	05/08/2019	1	Certified Voluntary Work	Nil	Nil
View File							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Human Values and Professional Ethics	26/08/2019	The college has introduced Human values and Professional Ethics as compulsory course to the students of I year II Semester, II Year IV Semester, and continued till 2015-16 batch. As per the revised curriculum in 2016, this course was offered in II Year IV Semester as Ability Enhancement compulsory course. This course is conducted for 50 marks (Internal

		Assessment Examination 10 marks, External Examination 40 Marks) Evaluated by the teacher and has weightage of 2 credits	
Gandhi Bhavan Meetings	26/08/2019	These meetings are the most appreciated programmes in the college by all the stakeholders since they inculcate Gandhian Values in the students. A number of meetings are scheduled month wise every second friday. 12th July,2019 - Durgabai and Mahatma Gandhi, 26th August,2019 - 150th Birthday - 5 Principles of Gandhiji- Satyam, Ahimsa, Prema, Asteyamu and Bramha Charayam, 13th September, 2019 - Durgabai and Mahatma Gandhi and APJ Abdul Kalam, 2nd October.2019 - 150th year Bapu Jayanthi Celebrations, 13th december, 2019 - Jhansi Lakshmi Bai and Subosh Chandra Bose, 10th Jan,2020 - Celebrations of Swamy Vivekananda Birthday, 30th Jan,2020 - Martyrs day , 14th Febraury,2020 - Swamy Vivekananda and Lalalajpath Roy	
1.Gandhian Studies 2. Durgabai Deshmukh Studies	09/05/2019	To promote Gandhian Values and Durgabai Deshmukh thoughts to the young generation, these two courses are introduced as Skill Enhancement Value Based course for the First year students in Ist IInd Semesters. This course was introduced in the academic year 2011-12 to still.	
7.1.6 – Activities conducted for promotion of universal Values and Ethics			
Activity	Duration From	Duration To	Number of participants
Gandhi Bhavan Meeting	14/02/2020	14/02/2020	60

A Talk on Universal Brotherhood	18/01/2020	18/01/2020	50
World Population Day	11/07/2019	11/07/2019	50
International Womens Day	09/03/2020	09/03/2020	40
Girl Child Day	11/10/2019	11/10/2019	100
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plastic free campus: Use of plastic bags below 50 microns is banned in the campus. The canteen is instructed to discontinue usage and stocking up of single use plastic or plastic coated items or any other banned plastic articles. 'NO PLASTIC' boards are displayed all over the college to create awareness among students about the curse of plastic use. Separate dustbins for plastic materials are placed around the campus for its proper disposal. 2. Move towards Paperless office: Most of the office correspondence, records and filing has been computerized, reducing paper usage. As an initiative to reduce the use of paper in the examinations, internal tests for all students are conducted online. Messages related to important meetings, dates, unexpected holidays, and any other related information are sent to all the members of the college through WhatsApp. The college website is updated with the latest information pertaining to academics, examinations, seminars, workshops, field trips, competitions, and activity reports. A photo gallery is also available on the website. Whatsapp and emails are used for official communication. 3. Green landscaping with trees and plants: <https://drive.google.com> The campus is lush green with trees, including 24 varieties of trees with medicinal values such as Aloe vera (Aloe), Bryophyllum (Ranapala), Cymbopogon citratus (lemon grass), Crotalaria juncea (sun hemp), Costus igneus (Sugar plant), Clitoria ternata (Shankupushpi), Justicia adathoda (Addasaram), Lawsonia inermis (Gorintaku), Mimosa pudica (touch me not), Murraya koenigii (curry leaf), Notonia grandiflora (kundelu chevulu), Ocimum basilicum (sabja), Ocimum tenuiflorum (tulsi), Pedilanthus tithymaloides (Devils backbone), Plumeria pudica (fiddle leaf), Punica granatum (pomegranate), Ruta graveolens (sadamaku), Coleus ambonicus (vamu), Achras spots (sapota), Annona squamosa (sithaphal), Nyctanthus arbot-tristis (paarijatham), Plumeria rubra (devaganneru), Terminalia chebula (karakkaya), Vitex negundo (Vaavili). 4. Other green practices: <https://drive.google.com/file/d/1kys> The College implements several other green practices to make the students conscious of environmental sustainability. The Eco club creates awareness among students about the importance of a clean, green and sustainable environment through its activities. They are (i) Introduction of a compulsory course on 'Environmental Studies'. (ii) Organizing an exhibition and sale of eco-friendly biodegradable Ganesh idols etc. The management encourages the students and staff to regularly participate in tree plantation programs on the campus on a regular basis. Govt of Telangana's initiative "HARITHA HARAM" is observed every year by planting variety of tree saplings. The Dept of Botany of the college brings out a newsletter 'ankura'. Started 'Energy conservation Club' in collaboration with Institute of Engineers, Hyd. Students participate in energy runs, seminars, workshops organized by IOE.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 Title of the practice: Corporate Recruitment Training (CRT)

Objectives of the Training: To assess the proficiency in quantitative abilities and soft skills of the UG and PG final year students, and to offer special training to reduce the gap between industry expectations and the program outcome. **The Context:** The average percent of UG and PG final year students who are selected in the campus placement drives is not encouraging. Though some students had excellent academic record, they were not selected in the campus recruitment drives because their soft skills were found slightly below the standard expected by the industry. The college identified such students and trained them separately in resume writing, personality development, aptitude building, communication skills, group discussions, interview skills etc. Hence, CRT was designed to assess the soft skills of the students before they attended the campus interviews. **The Practice:** The Career Guidance and Placement Cell (CGPC) of the college has designed an online test named 'Pre Placements mock test '. It is conducted every year in the months of June/July for all the final year students who are interested in seeking a job through the campus recruitment drive. The students who do not qualify the exam have to undergo a 30 hour crash program called 'Enhancement of Employability Skills' to become eligible for placements. The curriculum includes topics on: Quantitative ability Verbal Ability, Reasoning, Basic Communication Skills, Personality Development, Group Discussion, Interview Skills etc. **Evidence of Success:** The college received a favourable feedback from the participants of the program, and the employers. Students said that it has helped them to gain confidence to attend the recruitment processes of the companies, training in group discussion and interview skills has resulted in improved performance, quantitative and verbal ability training helped to qualify in various competitive examinations, helped in developing aptitude and enhancing abilities to prepare and focus on career development. **Problems Encountered and Resource Required:** Students from rural background need more support in soft skills and Spoken English and it is a challenge to make them placement ready. Time and Budget constraints to elevate the program to the next level in terms of providing more expert lectures and real-time facilities, funds crunch for subsidizing the program for students from the lower income group are some challenges faced. **Best Practice-2** **Title of the practice:** Entrepreneur Development Cell (EDP) **Objective :** To empower the students in developing and strengthening entrepreneurial qualities and augmenting self-employment opportunities. **The Context:** The EDP cell aims at overall personality development and enhancement of employability skills, analytical skills and subject knowledge of the students through various academic and non academic activities. **The Practice :** The students started a canteen by preparing homemade food using organic cereals, fruits and vegetables, ragi malt, lemon juice, butter milk etc and by turns sell them for nominal rates during lunch and short interval. The EDP cell was given an advance of Rs. 10,000 to begin with. **Evidence of Success :** The students received special appreciation from the Chairperson of the NAAC PEER TEAM when they visited the college for physical assessment in 2018. **Problems Encountered and resources required :** In March 2019 they had to stop because of corona lock down. Hopefully the canteen will be revived once corona pandemic vanishes.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://amsascw.org.in/7.2.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Higher education has been key to Indias growth in the last seven decades. We proudly claim for having been partners in that process with a humble beginning in 1968 by our Founder mother Padma Vibhushan Dr. (Smt). Durgabai Deshmukh who

recognized the role, higher education would play in empowering women. We are at a juncture where a chapter closes and a new one begins. It is overwhelming that we count 52 years from the inception of the college in 1968 in Hyderabad. The basic precept of the institution's vision strives to achieve "Women empowerment". Empowerment is a holistic process which can be realized not just by imparting traditional education but requires efforts for the enhancement of overall personality. The college proudly claims that we leave no stone unturned in reaching the penultimate goal of our Vision i.e., 'building better lives for women through empowerment'. Towards this end, besides academics, the college focuses on building synergy by offering many courses for the overall personality development and encouraging students to participate in various activities to instil confidence in the young women. We believe that yoga, karate, taekwondo, sports, value based education which includes a course on Gandhian studies, Certified Voluntary work with the motto "We Serve, We Gain" are an integral part of the college experience for a student to strengthen their body and mind. Add on courses EDP-1 and EDP-2 are offered to Ist year I II Semesters for all UG students to train them to look beyond being job seekers to become job providers. Earn while you learn programme in collaboration with a Small Scale Industry to provide part time job opportunities was finalised but could not be implemented due to covid lockdown. The Proposal to start a Durgabai Deshmukh Cooperative Society had to be kept in abeyance again due to lockdown. Thus achieving women empowerment through education, skills enhancement, physical fitness, mental happiness and harmony of body and mind is taken up as a mission to reach the vision. We are conscious of the dire need to expand by introducing more courses, new programmes, and enhanced research facilities of contemporary relevance. Going forward, we realize the dire need to invest aggressively in infrastructure as well as technology to be more productive. We acknowledge the need to upgrade our teachers and we need to bring research in our college with a focus on a research laboratories. We need expansion not only in formal education, but also in liberal arts. We need better education, and we do need new courses, new contention, new delivery standards, and we are hoping to rely heavily on information communications technology because we cannot scale without the use of technology. We do recognize that in the 21st century, knowledge is going to be the key driver and we need to prepare to respond to the global competitive landscape. The time has come for us to step out of this cosy nest and fly to become a centre for excellence.

Provide the weblink of the institution

<http://amsascw.org.in/Institutional%20Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

a. We propose to introduce B.Com Tax Procedures three year degree programme in 2021-22. b. We propose to introduce M.A. Economics two - year Post Graduate programme in 2021-22. c. We propose to introduce Diploma in Retail Management in 2021-22. d. Strengthening of EDP Cell by assigning mentors by Industrialist. e. Introduce bridge courses for fresher's admitted in UG programmes. f. Proposed to conduct FDPs for staff in all new subjects. g. Conduct Research Methodology workshops for staff to enable them to write research papers.