

The Annual Quality Assurance Report (AQAR) 2015-16



Submitted By
VIVEKANANDA GOVERNMENT DEGREE COLLEGE
VIDYANAGAR, HYDERABAD
[Affiliated to Osmania University]

To
NAAC
National Assessment and Accreditation Council
Bangalore
OCTOBER 2016

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2015-16

I. Details of the Institution

1.1 Name of the Institution

Vivekananda Government Degree College

1.2 Address Line 1

H.No.1-9-670/A

Address Line 2

Vidyanagar

City/Town

Hyderabad

State

Telangana

Pin Code

500044

Institution e-mail address

svsvidyanagar.ejkc@gmail.com

Contact Nos.

040-27610356

Name of the Head of the Institution:

Dr. P. Sathi Reddy

Tel. No. with STD Code:

040-27610356

Mobile:

9949096128

Name of the IQAC Co-ordinator:

Ms.G.Sunitha

Mobile:

9000103953

IQAC e-mail address:

vgdch.iqac@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

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(SC)/06/A&A/031

1.5 Website address:

<http://gdcts.cgg.gov.in/vidyanagar.edu>

Web-link of the AQAR:

<http://gdcts.cgg.gov.in/vidyanagar.edu/IQAC>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.10	2015	2020
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

24/03/2014

1.8 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) – NA --

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

1.9 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 ☐

1.10 Type of Faculty/Programme

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

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

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Osmania University

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

08

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

02

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

02

2.9 Total No. of members

2.10 No. of IQAC meetings held

08

06

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

Rs. 3,00,000/= was received for five years

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

Student Council formation

- Arranged coaching classes for competitive exams
- Arranged Orientation Programme on Skill Development.
- Arranged Self Defence training for girls
- Arranged women empowerment programme
- Organized seminar on Personality Development.
- Arranged a Seminar on Human Spirit – Psychological and Stress Management.
- Organized Women Equality Day programmes.
- Organized One-Day Training Programme on Dreams to Destination.
- Arranged a Sensitisation programme to Girl students on Gender related issues.
- Arranged Orientation Programme on Waste Management.
- Conducted a Certificate Course on MATLAB.
- Organized a Seminar on “What Students want”.
- Organized a Seminar on Job Skills.
- Organized Orientation Programmes on PG Entrances.
- Arranged an Awareness Programme on Consumer Rights.
- Conducted a Certificate Course on Office Administration and Selling Skills with ICICI Skills Academy.
- Arranged a seminar on National Education Day.
- Conducted a Certificate Course on Preparation of Snacks.
- Conducted a Certificate Course on Pot Painting.
- Conducted a Certificate Course on Yoga. Conducted a Certificate Course on Family life Education and Pre-Marriage Awareness.
- Conducted a Certificate Course on Mehendi Designs.
- Organized programmes for Swachh Campaign
- Conducted a Certificate Course on Communicative Skills in English.
- Organized Blood Donation Camp.

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
1) To organize Gender Sensitisation programmes.	Organized
2) To procure more books and improve the library usage.	Procured
3) To pursue with District Administration for the alienation of adjacent Government land so as to improve the infrastructure facilities in the college.	3500 Square Yards of land was allotted for the construction of New buildings.
4) To conduct Orientation Programmes for the students.	Conducted Orientation and leadership training programmes in collaboration with Junior Chamber International (JCI) and Youth Welfare Department (YWD).
5) To conduct leadership training programmes for students.	
6) To celebrate important days.	Celebrated
7) To apply for enhancement of seats in B.Sc course from 30 to 40 seats keeping in view of demand from students.	Intake enhanced from 30 to 40 and students admitted.
8) To organize Personality Development programmes in collaboration with JCI.	Organized
9) To give incentive awards to the Toppers in University Examinations.	6 faculty members donated funds to award cash prizes and will be implemented from 2016-17
10) To conduct Swatch Bharath.	Conducted

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

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

Management ☐ Syndicate ☐ Any other body ☒

Provide the details of the action taken

AQAR was approved by the Staff Council in the Staff Meeting.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	8	0	4	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	8	0	4	
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	08

1.3 Feedback from stakeholders* (On all aspects)

Alumni ☐ Parents ☐ Employers ☐ Students ☒

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

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

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

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
9	8	01		

2.2 No. of permanent faculty with Ph.D.

4

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

11

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers	03	06	
Resource Persons		01	

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

Student Seminars, Project works and Student as Teacher programmes.

2.7 Total No. of actual teaching days

217

during this academic year

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

Examinations are held 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

03

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division			
		I %	II %	III %	Pass %
B.A(HPJ)	11	37	27	36	100
B.A(EPP)	07	0	29	43	72
B.Com(E/M)	20	55	5	0	60
B.Com(T/M)	19	26	26	0	52
B.Com(Comp.) B.Com(CA)	46	22	13	13	48
B.Sc(MSCs)	12	50	8	0	58

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

- Through Regular Meetings & Through Bench Marking

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	03
Summer / Winter schools, Workshops, etc.	
Others	Faculty Development Programme

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	05	02	----	----
Technical Staff	08	12	----	----

Criterion – III

3. Research, Consultancy and Extension

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

- Motivated staff to pursue Ph.D Programmes.
- Encouraged the students to take up Study Projects.

3.2 Details regarding major projects : **NIL**

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects : **NIL**

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications :

	International	National	Others
Peer Review Journals		02	
Non-Peer Review Journals			
e-Journals			
Conference proceedings	02	03	

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 : **NIL**

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. 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
: **NIL**

Level	International	National	State	University	College
Number					
Sponsoring agencies					

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : **NIL**

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year
: **NIL**

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 : **NIL**

Total	International	National	State	University	Dist	College

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: **NIL**

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: : **NIL**

University level State level
National level International level

3.24 No. of Awards won in NCC: : **NIL**

University level State level
National level International level

3.25 No. of Extension activities organized

University forum		College forum	05
NCC		NSS	
		Any other	

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

- **Campus Cleaning and tree plantation programmes in college campus as part of Swatch Bharath programme.**
- **Organized Gender sensitisation programmes.**

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2000 Sq Yards	3500 Sq Yards	Government land	5500 Sq Yards
Class rooms	13	----	----	13
Laboratories	02	----	----	02
Seminar Halls	01	----	----	01
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	60 Computers	38 Computers 02 LCD Projectors 05KV UPS 01 hp Printer	Government Budget	98 Computers 02 LCD Projectors 05KV UPS 01 hp Printer
Value of the equipment purchased during the year (Rs. in Lakhs)		Rs.23 lakhs	Government Budget	Rs.23 lakhs
Others (RO Unit)		01	MP/MLC LADS	01

4.2 Computerization of administration and library

Automation of Library is done.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text & Reference Books	6100	Rs.5,55,344	480	Rs.1,01,654	6580	Rs.6,56,998
e-Books(N-List)		Rs.5000				
Journals						
e-Journals(INFLIBNET)	01	Rs.30,000				
Digital Database						
CD & Video						
Others (Periodicals)	08	Rs.10,000				

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	60	02	09			02		
Added	08	00				00		
Total	68	02				02		

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

- DOST
- Online communication of information.
- E-Pass

4.6 Amount spent on maintenance in lakhs :

i) ICT

15,00,000

ii) Campus Infrastructure and facilities

50,000

iii) Equipments

3,70,000

iv) Others

Total:

19,20,000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Conducted Orientation Programme for the First Year Students
- Parent-teacher periodic meetings held
- Alumni meetings held
- Organized the performance of A One-act Play “Success Mantra” –

5.2 Efforts made by the institution for tracking the progression

- Internal Examinations
- External examinations
- Evaluation of Results after every examination
- Student Seminars

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
578			

(b) No. of students outside the state

(c) No. of international students

No	%
420	73

Men

Women

No	%
158	27

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
19	49	16	172	0	256	22	70	22	172	01	287

Demand ratio - 2: 01

Dropout % - 4%

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

- Organized seminar on Personality Development.
- Arranged a Seminar on Human Spirit – Psychological and Stress Management
- Organized One-Day Training Programme on Dreams to Destination.
- Arranged a Sensitisation programme to Girl students on Gender related issues.
- Arranged Orientation Programme on Waste Management.
- Organized a Seminar on “What Students want”.
- Organized a Seminar on Job Skills.
- Organized Orientation Programmes on PG Entrances.
- Conducted a Certificate Course on Office Administration and Selling Skills in collaboration with ICICI Skills Academy.
- Conducted a Certificate Course on Communicative Skills in English

No. of student beneficiaries

150

5.5 No. of students qualified in these examinations : **NIL**

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

5.6 Details of student counselling and career guidance

- Easy access of faculty members for career guidance
- Functional Mentoring system
- Proactive Career Guidance Cell
- The Career Guidance Cell inspired the students to participate in career guidance and personality development programs in the college and also in the colleges nearby
- Workshops organized for the purpose.

No. of students benefitted

200

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
Swiggy	30	18	30

5.8 Details of gender sensitization programmes

- Arranged a Sensitisation programme to Girl students on Gender related issues.
- Arranged Self Defence training for girls
- Arranged women empowerment programme
- Organized Women Equality Day programmes.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	112	2,72,000
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

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

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- RO Unit is installed in the college to provide safe drinking water to the students.
- Sanitary Napkin Vending Machine is installed in Girls Wash area.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision :

➤ To provide Access to quality Higher Education to the students from diverse backgrounds of the society and inculcate human values to enable them to face the challenges of life with courage, confidence and mould them into socially responsible citizens.

b) Mission:

- To provide quality higher education for empowerment and self reliance of the students.
- To offer self finance courses to cater to the changing needs of the society.
- To provide skill oriented training to students and make them employable.
- To create an environment to excel in co-curricular and extracurricular activities.
- To inculcate moral values and social awareness among the students.
- To provide stimulus to students to have concern for environment.

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

- Experts from university and other institutes made frequent visits to the institution to provide additional inputs to the students.
- Faculty members are encouraged to work as BOS members of the University.
- Annual curriculum plans prepared by the individual faculty are monitored to know the progress of syllabus completion from time to time.

6.3.2 Teaching and Learning

- Strengthened the participative method of learning.
- Strengthened the use of ICT tools.
- Study material is provided

6.3.3 Examination and Evaluation

- Examinations are held as per university norms.
- Continuous evaluation is done regularly through Unit Tests, Assignments, Seminars and Quiz .
- After every examination the results are analysed by the Examination Committee.

6.3.4 Research and Development

- In order to improve their qualification and skills, the members of staff have made conscious efforts in this direction. Most of the members are pursuing their PhD's and some have also completed their Ph.D.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- List of prescribed Text Books and Reference Books for all courses is prepared in advance.

6.3.6 Human Resource Management

Almost all faculty members are involved in co-curricular, extra-curricular as well as social and extension activities.

- Committee for each activity is formed in advance.
- Action plan of each committee is prepared in advance.
- Interest of the faculty for the work is given preference in committee formation

6.3.7 Faculty and Staff recruitment

- Teaching faculty are appointed by the State Government as per UGC norms through Direct Recruitment or by Promotion.
- Visiting/temporary faculty/staff are recruited soon as per requirement by the Principal to fill the gap.
- Vacant posts are reported to the Government from time to time.

6.3.8 Industry Interaction / Collaboration

ICICI Academy of Skills

6.3.9 Admission of Students

- Follows admission policy as per University and State Government policy.
- Merit in qualifying examination and reservation policy are the main criteria for admission.

6.4 Welfare schemes for

Teaching	Employee Health Scheme, GPF, CPS
Non teaching	Employee Health Scheme, GPF, CPS
Students	Scholarships, Bus Pass, Train Pass, Hostel.

6.5 Total corpus fund generated

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

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Commissioner of Collegiate Education	Yes	Principal
Administrative	Yes	Commissioner of Collegiate Education	Yes	Principal

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?

--- NA ---

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

6.11 Activities and support from the Alumni Association

- Organised meetings and recommended constructive suggestions with regard to quality sustenance and improvement

6.12 Activities and support from the Parent – Teacher Association

- Parent – Teacher meetings are conducted to inform the progression of students

6.13 Development programmes for support staff

- Training Programmes are being conducted by the Department of Collegiate Education to enhance their working abilities.

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

- Telangana Haritha Haram.
- Swatch Bharath

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.

- Certificate Course on Office Administration and Selling Skills with ICICI Skills Academy.
- One month Certificate Course on MATLAB and Communicative Skills.
- Sensitisation programme to Girl students on Gender related issues.
- Distribution of text books and note books to students by economics department.
- Institution of cash prizes / Gold medals to the meritorious students.
- Seminars on Personality Development.

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

- Organized Gender Sensitisation programmes.
- Procured more books thereby improving the usage of library.
- 3500 Square Yards of Government land was allotted for the construction of new buildings so as to improve the infrastructure facilities in the college.
- Conducted Orientation and leadership training programmes in collaboration with Junior Chamber International (JCI) and Youth Welfare Department (YWD).
- Seats in B.Sc course is enhanced from 30 to 40 seats keeping in view of demand from students.
- Organized Personality Development programmes in collaboration with Junior Chamber International (JCI).
- 6 faculty members donated funds to award cash prizes to the Toppers in University Examinations and will be implemented from 2016-17.
- Conducted Swatch Bharath programmes.

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

1. Vocational Certificate Courses in Selling skills and Office Administration
2. A Certificate Course on MATLAB

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

7.4 Contribution to environmental awareness / protection

Tree Plantation

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

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

Strengths:

- Enrolment of students through transparent admission process.
- Nearly 90 percent of the students are from under privileged sections of the society.
- Location advantage of the institution.
- Good number of computers to facilitate the students with practical knowledge.
- Internet connection at different segments of the college.
- Provision of UGC supported remedial coaching scheme.
- Direct financial support in terms of post metric scholarships for SC,ST , BC, EBC and minority students from state government.
- Participatory decision making process.
- Good relationship between the students and faculty members.
- Experience faculty with research publications.
- Active NSS unit, Red ribbon club, NCC wing participating in different extension and Out reach programmes.
- Providing a ragging free good atmosphere in the college.
- Above all the inspiring leadership of the principal with his commitment and dedication has added immensely to the strength of the college.

Weaknesses:

- Inadequate land to take up construction of additional class rooms.
- Inadequate accommodation and infrastructure facilities.
- Being a government college, the institute faces a number of financial, administrative and academic restrictions.
- Inadequate number of regular faculty in many departments.
- Inadequate permanent support staff.
- Lack of qualified technical and support staff especially in the college library and inadequate space in proportion to students' strength.

Opportunities:

- Availability of government land adjacent to the college for further expansion of the infrastructure facilities.
- To accelerate library automation.
- Improving the publications in research journals.
- Organizing more seminars and conference.
- Establishing institute - industry linkage.
- To start certificate courses.
- Starting new courses to meet the growing needs.
- Use of technology and ICT to make teaching-learning more learners centric.
- To apply for more research funds / projects.

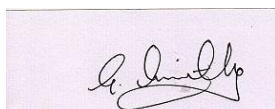
Challenges:

- Lack of space and accommodation.
- Growing entry of new and self financing colleges.
- Unethical competition with growing entry of new colleges.
- Students from rural areas with Telugu medium back ground.
- First generation literates.
- Deteriorating input quality.
- Improving of communications skills of students from rural areas.
- Shortage of faculty
- Lack of quality consciousness.

8. Plans of institution for next year

- To opt for online admissions in to Under Graduate courses.
- To conduct a Certificate Course in Tally.
- To organize a seminar on Career Guidance.
- To conduct a Certificate Course in Communication Skills.
- To organize Gender Sensitisation Programme on Women Equality Day.
- To organize a seminar on Student Study Projects.
- To organize One Day Workshop on “Implementation of Choice Based Credit System at Under Graduate Level”.
- To celebrate Telangana Bhasha Dinotsavam.
- To celebrate Hindi Divas Day.
- To conduct Human Rights awareness seminar / workshop.
- To strengthen the infrastructure facility of the college by constructing new building in allotted 3500 Sq.Yards of Government land.
- To conduct awareness programme on Drunk and Drive and Traffic Rules.

Name : **G. SUNITHA**



Signature of the Coordinator, IQAC

Name : **Dr. P. SATHI REDDY**



Signature of the Chairperson, IQAC

Annexure I

FIRST BEST PRACTICE

Title of the activity :- Vocational Certificate Courses in Selling skills and Office Administration

Goal :- To equip the students with the skill sets which suits the requirement in the job market.

The Context :-

The students who are pursuing higher education in this institution are from poor and marginalized sections of the society. Due to their poor financial position, they are not in a position to spend and get trained in different skills required in the job market. In order to overcome this problem and encourage students to get trained in different skill sets the college in collaboration with ICICI Academy for skills conducted two Vocational Certificate Courses one in Selling skills and other in Office Administration.

The Practice:-

The courses were conducted for a period of 60 days with daily 6 hours of duration from 4th January, 2016 to 16th March, 2016 with an intake of 55 students in each course. During the course the ICICI Academy for skills provided free lunch and uniform to the students. In the course the students were trained in different modules like Communication skills, Group Discussions and Public Speaking. The course also included many student centric activities.

Evidence of Success:-

- 1) By the end of the course the students acquired the skill sets which suited the current requirement in the job market.
- 2) Of the trained students 40 students got placement till date and some more placements are still going on.



Annexure II

SECOND BEST PRACTICE

Title of the activity: - A Certificate Course on MATLAB

Goal: - To provide the students computer based knowledge through MATLAB for solving problems in Mathematics and analyze the data in much more effective manner.

The Context:-

The students who are pursuing under graduate course in our college are not exposed to the mathematical software as these are not part of the prescribed curriculum since the software is essential for the students to do any project. In our institution as a part of imparting latest skills and knowledge to our students, we are using the tools of MATLAB. In order to supplement the traditional way of solving the problems, the students are provided the facility of MATLAB in enhancing their knowledge in the subject of Mathematics and Statistics.

The Practice :-

The course was conducted for a period of 30 days with daily 1.5 hours of duration from 1st December, 2015 to 31th December, 2015 with an intake of 30 students .

MATLAB is a high performance language for technical computing. This has become more popular in the field of research. Firstly the students are given basic idea about MATLAB, the various commands and the process of working on it. Secondly, the students were focused to write the commands and make use of these in solving various mathematical problems (Number Theory, Linear Algebra, Differential Equations, Numerical Analysis).

Finally, the students are given assignment in the form of projects which were carried out using MATLAB. The practical knowledge gained through this course will help the students in the future career.

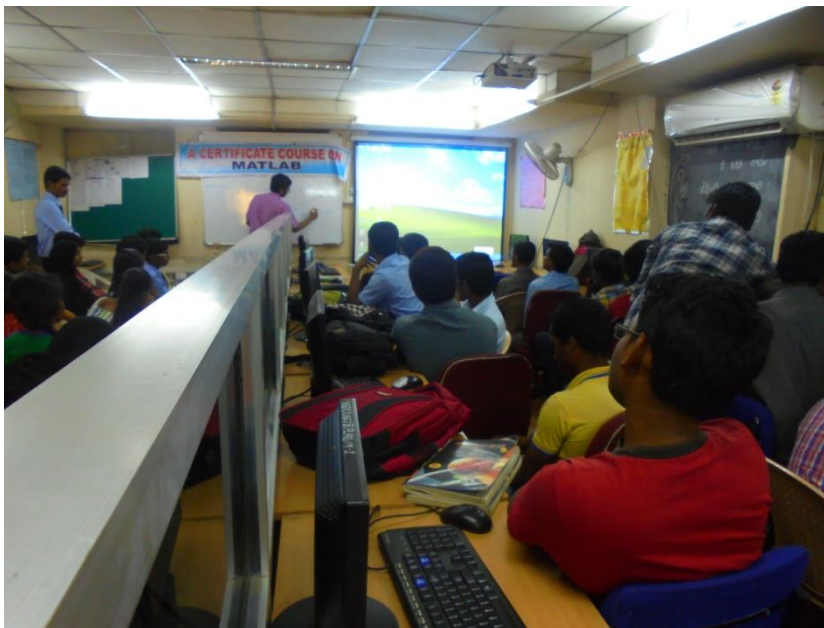
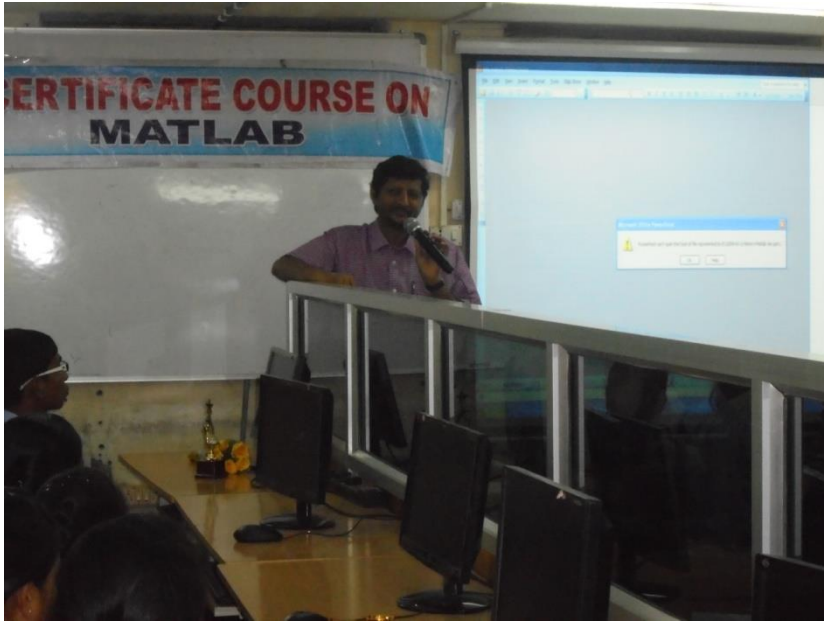
Evidence of Success:-

The students level of confidence in problem solving have increased. It has also given scope for strengthening theoretical concepts and applying them to solving problems. The problems which are not able to solve manually can be solved (ex: solving Eigen values, 3-D plots, etc...).

Problems Encountered:-

As it is a High level language and the students are from the Under Graduate Course, an attempt is made to focus the students on the fundamental aspects of MATLAB which will act as a base for the future learning.

The duration of the time was limited for the conduct of the course and MATLAB is such type of course which requires training for a long period. Efforts will be made to further



VIVEKANANDA GOVERNMENT DEGREE COLLEGE
VIDYANAGAR, HYDERABAD
INSTITUTIONAL CURRICULAR PLAN FOR THE YEAR
2015-16

Mont h	Week	Activity	Tentative Date	Lecturer / Staff I/C	Whether Conducted
June		Commencement of sale of Applications for First year Registrations	11.05.2015		
	1 week	Last date for Registration for First year Admissions.	06.06.2015		
		Re-opening of the college and staff meeting.	08.06.2015	By Principal	Yes
	2 week	Commencement of II & III yr Classes.	08.06.2015	By Individual Lecturers	Yes
		World Blood Donor Day	14.06.2015	Red Ribbon Club	Yes
		Formation of various committees		By Principal	Yes
	3 week	Preparation of Institutional and Annual curricular plans Department wise – Lecturer wise.		By Individual Lecturers	Yes
		Announcement of First List of Admissions.	15.06.2015	By Principal	Displayed on Notice Board.
		Last date for Payment of Fee for First list of Candidates for Admissions.	22.06.2015		
	4 week	Result Analysis		By Principal	Analysed in Staff Meeting
		Staff meeting - Admission Progress discussion		By Principal	Conducted
		Swach Bharat - Swach Telangana & Hobby Day		Cleaning of College Premises Exhibition of literary works like Poetry, Short stories, news reports collected by	Yes

				Students & Staff	
		Announcement of Second List of Admissions.	25.06.2015		Displayed on Notice Board.
		Last date for payment of fee for second & final list of candidates for Admission.	30.06.2015	By Individual Lecturers	Yes
		Commencement of First year classes.	30.06.2015	By all Faculty members	Yes
July	1 week	UGC Review		By Concerned I/C	
		DRC I Meeting	04.07.2015	By DRC Chairman, Govt. City College	Meeting Conducted
		Monthly Review meeting of Academic activities.	01.07.2015	By Principal	Yes
		IQAC Meeting		By IQAC co-ordinator	Yes
		Counseling of First year Degree students.	02.07.2015		Yes
		Organize Anti-Ragging Activities	04.07.2015	By Class I/C	Yes
	2 week	Welcome address for Freshers Declaration of college rules and regulations Maintenance of discipline etc.	06.07.2015	By Principal	Yes
		Commencement of Student centric activities - Classroom seminars, Study Projects, Field trips and competitions		By all Depts.	Yes
		Class Representatives Meeting- Selection of representatives, collection of feedback.		By Mentors	Yes
	3 week	Announcement of annual curricular plan to First year students.		By Concerned Dept.	Yes
		Usage of Library and reading room issue of books an Introduction to First year students.		I/C Librarian	Yes
		Medical Camp in collaboration with District Health Officials			

		Enrolment of Students into NCC/NSS/Sports/Cultural related activities		By NSS I/C Sri J.Radhakrishna Murthy Sri R.Sridhar	Yes
		Staff meeting admissions progress	18.07.2015	By Principal	Yes
		MANA TV Programmes as per schedule.		By Concerned I/C	Yes
	4 week	Swach Bharat - Swach Telangana & Hobby Day	25.07.2015	Cleaning of College Premises. Crafts Exhibition by Students & Staff	Yes
		JKC Day - A PPT presentation/ Seminar to all students on Career Prospects	20.07.2015	JKC Coordinator or Mentor	Yes
		Conduct of Class seminars, Assignments in all Departments.		By Individual Depts.	Yes
	5 week	Telangana Haritaharam - Organizing plantation program	27.07.2015	By I/C Harithaharam & NSS	Yes
		Conduct of Departmental meetings syllabus Review Discussion.	30.07.2015	By all Depts.	Yes
	August	DRC II Meeting	01.08.2015	By DRC Chairman, Govt. City College	Meeting Conducted
		IQAC Meeting	01.08.2015	By IQAC co-ordinator	
		Review Meetings (Academic, Administrative & Financial aspects)	07.08.2015	By Principal	Yes
		Staff Council meeting – Review of Academic activities.	06.08.2015	By Principal	Yes
	2 week	Essay Writing, Elocution and Songs Competitions on the eve of Independence Day		By Concerned Dept.	Yes
		Independence Day Celebrations.	15.08.2015	By Principal	Yes
		Conduct of classroom seminars by Individual Departments- Participation of students in the Discussion.		By Depts.	Yes
	3 week	The need of computer education to all An extension lecture.	20.08.2015	By I/C Dept. of	Yes

				Computer Science	
		Staff Meeting	14.08.2015	By Principal	Yes
		Identification of Low profile students basing on marks, seminars, discussions to conduct remedial classes.		By all Depts.	Yes
	4 week	Conduct of I Unit Test		By Dept.	Yes
		Swach Bharat - Swach Telangana & Hobby Day		Cleaning of College Premises. Dance, Music, Dramatics by Students & Staff	Yes
		Submission of Assignments & Project works- Discussions.		By Dept.	Yes
		Closure of Admission records in all respects.		By Principal	Yes
		Conduct of Remedial Classes for Supplementary Exams			Yes
		Telangana Haritaharam - Organizing plantation program			Yes
		Women's Equality Day - Activities by ICC	26.08.2015	By ICC	Yes
		Telugu Bhasha Dinotsavam	31.08.2015	By Telugu Dept.	Yes
		Training to all girl students in Un Armed Combet Techniques		By ICC	To be conducted in the month of November.
		Eco fest - Organizing activities related to Environment protection			Yes
	1 week	DRC III Meeting	11.09.2015	By DRC Chairman, Govt. City College	Meeting Conducted
		IQAC Meeting	04.09.2015	By IQAC co-ordinator	Meeting Conducted
		Teachers Day Celebrations students involvement.	05.09.2015	By Principal & Staff I/C	Meeting Conducted
		International Literacy Day	08.09.2015		Yes

		Preparation of teaching models, study projects, charts and other creative skills by students in all the Depts.		By Depts.	Yes
		Staff Council meeting – Review of Academic activities.	04.09.2015	By Principal	Yes
		Submission of Admission Lists to the university with CD's		By Depts.	Yes
	2 week	Classroom seminars, Discussions and Assignments.		By Depts.	Yes
		Review Meetings (Academic, Administrative & Financial aspects)			Yes
		Telangana Bhasha Dinotsavam	09.09.2015		Yes
		One Day Training Programme on Personality Development in collaboration with Junior Chamber International	10.09.2015		Yes
		CPDC Meeting			Yes
		Annual, Sports, Cultural & Literary Meet			Yes
		Review of project works assigned to high profile students.		By all Depts.	Yes
	3 week	Internal quality assurance cell meeting review of academic activities.		By IQAC co-ordination	Yes
		Staff meeting - Review of academic activities etc.		By Principal	Yes
		Extensions Lecturer in the Dept.		By Concerned Dept.	Yes
		Clean and Green programme.		By NSS I/C	Yes
	4 week	Conduct of Departmental meetings academic activities – Discussion.		By Depts.	Yes
		Hindi Divas Celebrations - Literary Activities			
		NSS Day Celebrations - NSS Activities			Yes
		World Democracy Day	15.09.2015		Yes
		International Peace Day	21.09.2015		Yes
		World Tourism Day	22.09.2015		Yes

		Swach Bharat - Swach Telangana & Hobby Day		Cleaning of College Premises. Photo, Drawing, Sketching & Painting Exhibition by Students & Staff	Yes
		MANA TV programmes as per schedule.		By Concerned I/C	Yes
	5 week	Conduct of II Unit Test			Yes
		Model question papers - Discussions - Preparation of students for supplementary examinations.		By all Depts.	Yes
October	1 week	MID TERM VACATION(10.10.2015 to 25.10.2015)& SUPPLEMENTARY EXAMINATIONS.			
		MANA TV programmes as per schedule.		By Concerned I/C	Yes
		Extension Lecture by the Depts.		By all Depts.	Yes
November	1 week	IQAC Meeting		By IQAC co-ordinator	Yes
		Review Meetings (Academic, Administrative & Financial aspects)		By Principal	Yes
	2 week	Seminar presentation by students in all Departments		By Depts.	Yes
		DCEDRC III Meeting			Yes
		National Education Day	11.11.2015		Yes
		Clean & Green programme in the College premises.		By NSS I/C	Yes
	3	National Library Week			Yes

	week	Conduct of III unit tests		By Depts.	Yes
		Youth Festival - District level Sports Meet & Cultural Competitions			Yes
		Staff meeting – Review of Remedial classes I– Students counseling in connection with remedial classes – Feed back collections.		By Principal and Staff	Yes
		Remedial classes to academically weak students		By Depts.	Yes
	4 week	Swach Bharat - Swach Telangana & Hobby Day		Cleaning of College Premises. Stamps & Coins Exhibition by Students & Staff	Yes
		MANA TV programmes as per schedule.		By Concerned I/C	Yes
		Women grievances cell – Counseling of women students		By Concerned I/C	Yes
		Career prospects for a conventional degree holder – a Lecture by Career Guidance cell I/C		By Concerned I/C	Yes
	Decem ber	1 week	Review Meetings (Academic, Administrative & Financial aspects)	By Principal	Yes
			IQAC Meeting	By IQAC co-ordinator	Yes
			College Social Responsibility Week		Yes
			Conducting coaching classes for students to prepare for EdCET/PGCET/Competitive examinations	By Career Guidance Cell	Yes
			Commencement of JKC training	By JKC	Yes

January		WORLD AIDS DAY- STUDENTS RALLY – AIDS awareness programme		By NSS I/C	Yes
	2 week	Clean and Green programme.		By NSS I/C	Yes
		Human Rights Day - Conduct of related activities	10.12.2015	By DRC	Yes
		Seminars, Assignments, Project work in all Subjects.		By Depts.	Yes
	3 week	Staff meeting – Review of academic and other activities of the college.		By Principal	Yes
		MANA TV programmes as per schedule.		By Concerned I/C	Yes
	4 week	Conduct of Half Yearly Examinations			Yes
		Swach Bharat - Swach Telangana & Hobby Day		Cleaning of College Premises. Rangoli Competition	Yes
		National Consumers Day - Conduct of awareness programs			Yes
	1 week	Review Meetings (Academic, Administrative & Financial aspects)		By Principal	Yes
		Question paper Discussions academic activities.		By Depts.	Yes
		IQAC Meeting		By IQAC co-ordinator	Yes
	2 week	Conduct of Cultural, Literary & Sports Competitions			Yes
		MANA TV programmes as per schedule.		By Concerned I/C	Yes
	3 week	Staff meeting		By Principal	Yes
		PRE-FINAL EXAMINATIONS			Yes
	4 week	IUFF			Yes
		Staff meeting – Academic activities review – Total Review.		By Principal	Yes

		National Voters Day - Organizing programmes to sensitize students on exercising the franchise	25.01.2016		Yes
	5 week	REPUBLIC DAY CELEBRATIONS	26.01.2016	By Principal	Yes
		ANNUAL DAY Celebrations & Competitions			Yes
Februa ry	1 week	Review Meetings (Academic, Administrative & Financial aspects)		By Principal	Yes
		IQAC Meeting		By IQAC co-ordinator	Yes
		Last Day of Instruction for II & III yr students.	06.02.2016	By Depts.	Yes
		Revision & Remedial classes to needy students			Yes
	2 week	Commencement of II & III Yr Practical Examinations.	10.02.2016	By O.U	Yes
		Commencement of I Year Practical Examinations.	24.02.2016	By O.U	Yes
	3 week	Antarjaatiya Matru Bhasha Dinotsavam - Celebrating the day	21.02.2016		Yes
		Last Day of Instruction for I yr students.	23.02.2016	By Depts.	Yes
		JKC & Career Guidance Cell - Organizing Job fairs & Campus drives		By JKC	Yes
	4 week	Commencement of I Yr Practical Examinations.		By O.U	Yes
March	1 week	Review Meetings (Academic, Administrative & Financial aspects)		By Principal	Yes
		IQAC Meeting		By IQAC co-ordinator	Yes
		Budget Utilization - Submission of all bills to DTO			Yes
	2 week	International Women's Day - Conduct of related activities			Yes
		Commencement of Theory Examinations.		By O.U	Yes
	3 week	Staff Meeting		By Principal	Yes
	4 week	Stock Verification			Yes
April		Summer vacation from 09.04.2016 to 31.05.2016			

PHOTO GALLERY OF VIVEKANANDA GDC, VIDYANAGAR, HYDERABAD

Activity :- Women Equality Day Celebrations was organized by Internal Complaints Committee & Women Empowerment Cell on 26th August 2015.





Activity :- Kaloji Memorial Lecture was organized by Department of Telugu on 9th September, 2015 in view of Telangana Bhasha Dinotsavam.



Activity :- Bathukamma Sambaralu was organized by the Cultural committee of the college.



Activity :- National Integration Day Celebrations was organized by all the Departments of the college on 31.10.2015.



Activity :- National Education Day celebrations was organized by District Resource Center of the college.



Activity :- Library Week Celebrations from 14th to 20th November, 2015 was organized by the Department of Library.



Activity :- A program on **Career Guidance** in collaboration with **District Youth Welfare Department, Hyderabad** was held on **28th November 2015** by **Career Guidance Cell** of the College.



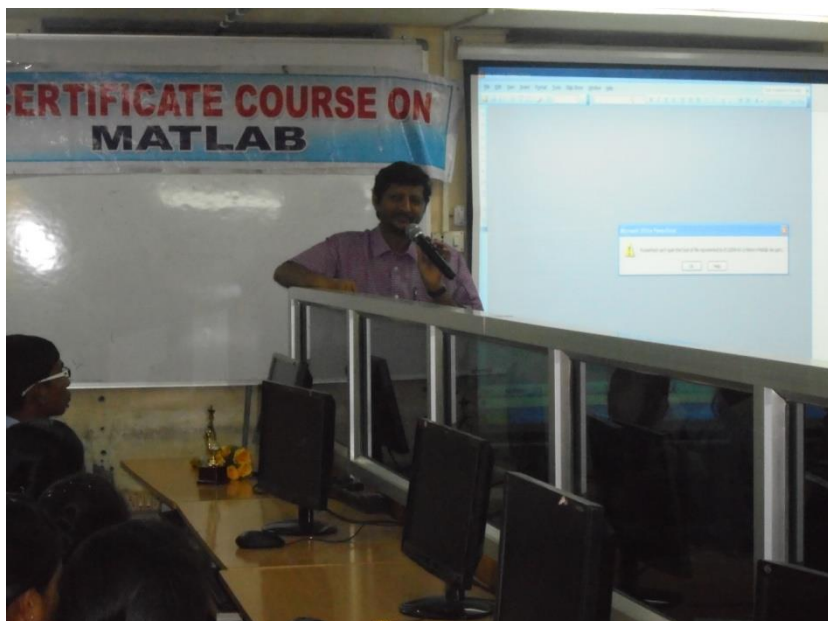
Activity :- Human Rights Day Celebrations was organized by the Department of History & Journalism on 18th December, 2015.



Activity :- Srinivasa Ramanujan's Birthday Celebrations was organized by the Department of Mathematics .



Activity :- One month Certificate course on MATLAB was organized by the Department of Mathematics from 02.11.2015.



Activity :- Vocational Certificate Courses in Selling skills and Office Administration in collaboration with ICICI Academy for skills.

