The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year   2012-2013

I.   Details of the Institution

1.1.   Name of the Institution   :   St. Ann's College of Education (Autonomous)

1.2.   Address Line 1   :   Sarojini Devi Road

City / Town   Secunderabad.

State   :   AndhraPradesh

Pin Code   :   500003

Institution e-mail address   :   stanns_college@yahoo.com

Contact Nos   :   040-27804604

Name of the Head of the Institution :   Dr.Sr.Marry Kutty P.J

Tel. No. with STD Code   :   040-27804604

Mobile   :   08333043723

Name of the IQAC Coordinator: Dr. K. Geetha

Mobile   :   09246273413

IQAC email address   :   iqac@stannscoe.com

1.3.   **NAAC Track ID**   :   07361

OR

1.4.   **NAAC Executive Committee No. & Date** :   --

1.5. Website address   :   www.stannscoe.com

      Web-link of the AQAR   :   iqac@stannscoe.com

1.6. Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	85.45	2002	5 years
2	2nd Cycle	A	3.23	2009	5 years
3	-	-		--	--

1.7. Date of Establishment of IQAC   : | 1 | 5 | 0 | 4 | 2 | 0 | 0 | 6 |

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

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, NCTE)

      Type of Institution   Co-education [--]   Men [--]   Women [√]

                            Urban [√]   Rural [--]   Tribal [--]

      Financial Status   Grant-in-aid [√]   UGC 2(f) [√]   UGC 12 B [√]

                         Grant-in-aid + Self Financing [√]   Totally Self-financing [--]

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1.10. Type of Faculty / Programme

Arts `--`   Science `--`   Commerce `--`   Law `--`   PEI (Phys.Edn) `--`

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   Central Govt. UGC

University with Potential for Excellence `--`   UGC-CPE `--`

DST Start Scheme `--`   UGC-CE `--`

UGC-Special Assistance Programme `--`   DST-FIST `--`

UGC –Innovative PG Programmes `--` Any other (specify) `--`

UGC-COP Programmes `--`

2. IQAC Composition and Activities

2.1. No. of Teachers   2

2.2. No. of Administrative / Technical Staff   --

2.3. No. of students   SQC 11

2.4. No. of Management representatives   1

2.5. No. of Alumni   --

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

2.7. No. of Employers / Industrialists   1

2.8. No. of other External Experts   2

2.9. Total No. of members   19

2.10. No. of IQAC meetings held | -- |

2.11. No. of meetings with various stakeholders   No. | 16 | Faculty | 7 |

Non-Teaching Staff | 3 | Students | 3 | Alumni | - | Others | 3 |

2.12. Has IQAC received any funding from UGC during the year   Yes | -- | No | √ |

       If yes, mention the amount | ---- |

2.13. Seminars and Conferences (only quality related)

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

Total Nos. | 3 | International | -- | National | -- | State | -- | Institution level | 3 |

     (ii)   Theme

- Evaluation and assessment through questioning techniques.
- Mentally challenged.
- Ability to handle diverse roles.

2.14. Significant Activities and contributions made by IQAC

- Finalized format of credit based evaluation *which* was compiled and put forward for approval.
- Kapil Sibals views on CBSE based curriculum with state boards and CCE model was designed and putforth before the statutory bodies.

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	Achievement
1) To conduct Workshop for school teachers to formulate lessons.	State level workshop on "Edu-Conclave of Teacher Fraternity to build Egalitarian Standards in the School System on par with National Identity"
2) For 2013-2014 Plan for Credit Based Evaluation.	Preparation of Credit Based Evaluation scheme.
3) Research on new areas of content for revising B.Ed curriculum.	Preparing draft syllabus to present before Board of Studies.

* Attach the Academic Calendar of the year as Annexure

Enclosed Academic Calendar of 2012 – 2013

2.16. **Whether the AQAR was placed in statutory body**   Yes [√]   No [--]

Management [√]   Syndicate [--]   Any other body [--]

Provide the details of the action taken

All recommendations are placed in Board of Studies, Academic Council and Governing Body before finalizing quality benchmarks

Part – B

Criterion – I

I.   Curricular Aspects

1.1. Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Numbers of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D	--	--	--	--
PG	1	--	1	3
UG	1	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate courses	1) Spoken English 2) Certificate in Computing	--	2	
Others	--	--	--	--
Total	4		3	3
Inter-disciplinary	--	--	--	--
Innovative	--	--	--	--

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

Pattern	Number of programmes
Semester	2 (B.Ed. & M.Ed.)
Trimester	--
Annual	--

1.3. Feedback from stakeholders*   Alumni [√]   Parents [√]   Employers [√]
     (On all aspects)

            Students [√]

         Mode of feedback   :   Online [-]   Manual [√]

     Cooperating schools (for PEI)   [√]

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

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

- CBSE and CCE model was studied.
- Revision of syllabus for the year 2015.

1.5. Any new Department / Centre introduced during the year, if yes, give details   No

Criterion - II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
15	6	2	1	6

2.2 No. of permanent faculty with Ph.D.   10

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year (2012-13)

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
--	5 (Aided)	--	--	--	--	--	9 (Aided)	--	14

2.4 No. of Guest and Visiting faculty and Temporary Faculty   --   --   2

2.5 Faculty participation in conferences and symposia:

No. of faculty	International level	National level	State level
Attended	1	2	2
Presented papers	-	5	-
Resource Persons	-	-	2

2.6 Innovative processes adopted by the institution in Teaching and Learning

- More hands on experiences and more field work and showcasing of the projects.
- Lessons were video-graphed for self viewing / self correction.
- E-lessons were downloaded as support aids.

2.7 Total No. of actual teaching days during this academic year : 200

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

Double valuation.

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

- All Staff are members of Board of Studies.
- Few staff are deputed to the affiliating university and SCERT as resource persons for curriculum development workshop.

2.10 Average percentage of attendance of students   95%

2.11 Course / Programme wise
   Distribution of pass percentage:

Title of the Programme	Total No. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Ed.	155	6	48	37	-	6
M.Ed.	18	-	17	55	28	-

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

IQAC members suggest quality benchmarks in the beginning of the year. Keeping this as base the curriculum and teaching learning methods, techniques and tools of evaluation are designed.

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2.13   Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefited
Refresher courses	1
UGC – Faculty improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops etc.	1
Others	3

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	4	4 (Aided)	--	--
Technical Staff	3	--	--	--

Criterion – III

3. Research, Consultancy and Extension

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

- Any new areas research are either displayed or discussed in staff meetings.
- Agenda of IQAC has always focus on current trends in education.

3.2.   Details regarding major projects

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

3.3. Details regarding minor projects

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

3.4. Details on research publications

	International	National	Others
Peer-Review Journal	--	--	3
Non-Peer Review Journal	--	--	--
e-Journals	--	--	--
Conferences proceedings	--	--	--

3.5. Details on Impact factor of publications:

Range $\boxed{0.47}$ Average $\boxed{--}$ h-index $\boxed{--}$ Nos. In SCOPUS $\boxed{--}$

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

Nature of the Project	During 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. $\boxed{-}$ Chapters in Edited Books $\boxed{1}$

ii) Without ISBN No. $\boxed{1}$

3.8.   No. of University Departments receiving funds from

UGC-SPA [---] CAS [--] DST-FIST [--]
DPE [--]   DBT-Scheme / funds [--]

3.9.   For colleges   Autonomy [√]   CPE [--]   DBT Star-scheme [--]

INSPIRE [--]   CE [--]   Any Other (Specify) [--]

3.10.   Revenue generated through consultancy [--]

3.11.   No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	--	--	--	1
Sponsoring Agency	--	--	--	--	Institution

3.12.   No. of faculty served as experts, chairpersons or resource persons [6]

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

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

3.15.   Total budget for research for current year in lakhs:
From funding agency [--]   From Management of University / College [--]

Total [--]

3.16.   No. of patents received this year

Type of patent		Number
National	Applied	--
	Granted	
International	Applied	--
	Granted	
Commercialized	Applied	--
	Granted	

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

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

3.18. No. of faculty from institution who are Ph.D. Guides   1

and students registered under them   2

3.19. No. of Ph.D. awarded by faculty from the institution   1

3.20. No. of Research Scholars receiving fellowship (newly enrolled + existing ones)

JRF   --   SRF   --   Project Fellows   --   Any other   --

3.21. No. of students participated in NSS events

University level   --   State level   --

National level   --   International level   --

3.22. No. of students participated in NCC events

University level   --   State level   --

National level   --   International level   --

3.23. No. of Awards won in NSS:

University level   --   State level   --

National level   --   International level   --

3.24. No. of Awards won in NCC

University level   --   State level   --

National level   --   International level   --

3.25. No. of Extension activities organized

University forum   --   College forum   --

NCC   --   NSS   --   Any other   --

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

- Community Study survey and compilation of family data in slums of Secunderabad and Hyderabad focusing on various schemes of the Government.

- Psycho spiritual retreats are every year feature, personality development, women empowerment programmes.

- Orientation to school teachers both Government and Private in the revised pattern of lesson planning and CCE module.

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	2234.5 Sq. mts. Built up area	--	--	--
Classrooms	6			
Laboratories	6	--	--	--
Seminar Halls	3			
No. of important equipments purchased (> 1.0 lakh) during the current year	Computer accessories, Xerox Machine, UPS, Projector, New computers, Speaker, Film Assembly and HP scanner	--	UGC and Autonomous Grant, Additional Assistance	Rs. 14,69,986/-
Value of the equipment purchased during the year (Rs. In lakhs)	Rs. 61,158/-	--	Management contribution	Rs. 61,158/-
Others	--	--	--	--

4.2. Computerization of administration and library

Yes

4.3. Library services

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16964	21,43,364/-	53	57,136/-	17017	22,00,500/-
Reference Books	5976	1,58,195/-	24	1,805/-	6000	1,60,000/-
e-Books	--	--	--	--	--	--
Journals	32	1,99,687/-	3	60,427/-	35	2,60,114/-
e-Journals	1	Print and e-journal	3	Print and e-journal	4	Print and e-journal
Digital Database	1	64,000/-	--	--	1	64,000/-
CD & Video	40	Along with books	--	--	40	Along with books
Others (Specify) Audio cassettes						

4.4. Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	32	20	Wi-fi enabled	--	--	5	2	5
Added	8	--	--	--	--	--	7	1
Total	40	20	Wi-Fi enabled	--	--	5	9	6

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

Web orientation, e-journals

4.6. Amount spent on maintenance in lakhs

    i)   I CT   ---

    ii)   Campus Infrastructure and facilities   Rs.9,56,708/-

    iii)   Equipments   Rs. 37,793/-

    iv)   Others   ---

    Total   Rs. 9,94,501/-

Criterion – V

5. Student Support and Progression

5.1. Contribution of IQAC in enhancing awareness about student Support Services

> - IQAC takes care of intellectual inputs in preparing opportunities for students to learn new avenues.

5.2. Efforts made by the institution for tracking the progression

> - Results
> - Periodicals through assessment
> - Through presentation and showcasing

5.3. a) Total Number of students

UG	PG	Ph.D	Others
160	35	--	-

b) No. of students outside the state   Nil

c) No. of international students   Nil

Men	No.	%
	--	--

Women	No.	%
	--	--

Last year (2012 – 2013)						This year (2013-2014)					
General	SC	ST	OBC	Physically challenged	Total	General	SC	ST	OBC	Physically challenged	Total
83	7	1	69	-	160	83	7	1	59	--	160

Demand Ratio	B.Ed.	M.Ed.	Dropout %	
Applied	Above 250	30	B.Ed.	3%
Admitted	160	21	M.Ed.	10%

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

> DSC/UGCNET/UGCJRF coaching is given on request basis.

No. of students beneficiaries   65

5.5.   No. of students qualified in these examinations

NET $\boxed{1}$ SET/SLET $\boxed{\text{--}}$ GATE $\boxed{\text{--}}$ CAT $\boxed{\text{--}}$

IAS/IPS etc. $\boxed{\text{--}}$ State PSC $\boxed{\text{--}}$ UPSC $\boxed{\text{--}}$ Others $\boxed{64}$

5.6.   Details of student counseling and career guidance

> Mentor wise monitoring is done. If need arises a counselor is called for.

No. of students benefited $\boxed{26}$

5.7.   Details of campus placement

On campus			Off campus
Number of organizations visited	Number of students participated	Number of students placed	No. of students placed
5	190	71	22

5.8.   Details of gender sensitization programmes

> - Through extension lectures and through the sub unit Human Rights for B.Ed's and equality in Sociology for M.Ed.

5.9.   Student activities

5.9.1. No. of students participated in sports / games and other events

State / University level $\boxed{\text{--}}$ National level $\boxed{\text{--}}$ International level $\boxed{\text{--}}$

No. of students participated in cultural events

State / University level $\boxed{\text{--}}$ National level $\boxed{\text{--}}$ International level $\boxed{\text{--}}$

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

Sports : State / University level $\boxed{\text{--}}$ National level $\boxed{\text{--}}$ International level $\boxed{\text{--}}$

Cultural : State / University level $\boxed{\text{--}}$ National level $\boxed{\text{--}}$ International level $\boxed{\text{--}}$

5.10. Scholarship and Financial Support

	Number of students	Amount
Financial support from institution	15	16,100/-
Financial support from Government	10	38000/-
Financial support from other sources	--	--
Number of students who received International / National recognitions	--	--

5.11. Students organized / initiatives

Fairs : State / University level [--]   National level [--]   International level [--]

Exhibitions: State / University level [--]   National level [--]   International level [--]

5.12. No. of social initiatives undertaken by the students

- Visit to the slums in Secunderabad and Hyderabad.

5.13. Major grievances of students (if any) redressed:
- Canteen facilities
- Coffee wending machine
- Repographic facility

Criterion – VI

6. Governance, Leadership and Management

6.1. State the Vision and Mission of the Institution

Vision

We envisage our graduates to:

- Imbibe right attitudes, values, ideas and ideologies
- Achieve academic excellence through hard work, critical thinking and effective decision making.
- Facilitate learning among the pupils through appropriate skills and methodologies.
- Exercise responsible leadership in the total formation of the pupils.
- Render selfless service to the community.

Mission

Our mission is to strive to provide

- Intellectually well developed
- Socially concerned
- Morally upright and
- Spiritually oriented teacher citizens of India

6.2. Does the Institution has a management Information System   Yes

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

6.3.1. Curriculum Development

- The college opted for autonomous status and secured it in the year 2005 for the B.Ed. course.
- The B.Ed. curriculum was revised with 10 – 20%
- B.Ed. course was revised from Annual pattern to semester pattern from the year 2006-07 batch onwards.
- Virtual class room is created and actively in use.
- Traditional classrooms are converted to tech- support classrooms.

6.3.2. Teaching and Learning

- Set quality benchmarks
- Innovative practices
- Certificate courses, publication of textbooks – Perspectives of Pedagogy.

6.3.3. Examination and Evaluation

> Scheme of examination is enclosed.

6.3.4. Research and Development

> - To impart professionalism in M.Ed. programme a core theme was selected from various topics presented before IQAC and other statutory bodies.

6.3.5. Library, ICT and Physical infrastructure / instrumentation

> - Library automation
> - Updating the library

6.3.6. Human resources management

> As per the NCTE rules and regulations

6.3.7. Faculty and Staff recruitment

> Faculty is selected through the selection board of the institution / representatives from State and affiliating University.

6.3.8. Industry Interaction / Collaboration

> - Both IQAC members and PTA members are selected from various domains.

6.3.9. Admission of Students

> - As this is an aided college, students are admitted through Ed.CET counseling who are qualified in the ED-CET entrance.
> - The remaining seats are filled through spot admission by giving the advertisement in the news paper as per the merit.

6.4. Welfare schemes for

Teaching	Loan, E.P.F, Leave on humanitarian grounds
Non-Teaching	Loan, E.P.F, Leave on humanitarian grounds
Students	- Conducive environment for professional growth - Fee concession - Scholarships

6.5. Total corpus fund generated   Rs. 1,76,903/-

Whether annual financial audit has been done   Yes [√]   No. [--]

6.6. Whether Academic and Administrative Audit (AAA) has been done

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Government Audit from Local Fund Office	No	
Administrative		S. Ramesh & Company	Yes	Management

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

For UG Programmes   Yes [√]   No [--]

For PG Programmes   Yes [√]   No [--]

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

- From Annual system to Semester system.
- Internal evaluation.
- Periodicals are not mandatory for appearing for Semester End Examination.

6.9. What efforts are made by the University to promote Autonomy in the affiliated / constituent colleges?

- Periodicals inspections of the university.
- Members from university are in Board of Studies/Academic Council and Governing Body and also act as subject experts and university nominee during staff recruitment.

6.10. Activities and support from the Alumni Association

- Alumni are kept informed about the happenings of the college through telephone and suggestions are recorded.
- Conducting extension lectures related to Teaching Learning progamme.

6.11. Activities and support from the Parent – Teacher Association

- ICT based activities
- Marketing, patenting
- Certificate courses, Entrepreneurship.

6.12. Development programmes for support staff

- Leave facility
- Loan from bank/institution
- Substitution

6.13. Initiatives taken by the institution to make the campus eco-friendly

- Maintenance of Garden
- Herbal Plantation
- Compost Pits
- Well ventilated classrooms

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 institution. Give details

- Constructivist Approach
- Portfolio project
- Entrepreneurship project
- Collaboration with cognolab for ICT based curriculum
- Teacher aptitude rubrics
- Script writing
- Models of teaching
- Book on innovative lesson plans

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

Implemented into curriculum and disseminated into Teaching Learning process

7.3. Give two best practices of the institution (please see the format in the NAAC Self-Study – Manuals)
   * Provide the details in annexure (annexure need to be numbered as i, ii, iii)

- Compilation of innovative lesson plans book.
- Orientation to virtual classrooms and practical sessions.
- Inspected about 15 private schools in and around the city for pedagogical inputs which was well appreciated by the schools.

Contribution to environmental awareness / protection

> - Herbal garden, pollution free campus
> - White ant treatment.

7.5.   Whether environment audit was conducted?   Yes [--]   No [√]

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

> - Prepared criteria for evaluation of projects
> - Finalization of credit based evaluation
> - Team work

8. Plans of institution for next year

> - Introducing Credit Based Evaluation
> - ICT based classrooms to formulate thematic based research for M.Ed dissertation.
> - Compilation of lesson plan book with latest CCE model.
> - Updating language lab.
> - Planning for convocation.
> - Introduce new certificate courses.
> - To conduct workshop.
> - To prepare for NAAC inspection.
> - Analysis of the abstracts of Edu-conclave which took place in Chennai.

Name Dr. GEETHA. K   Name DR. Sr. MARRYKUTTY. P.J.

_____   _____
Signature of the Coordinator, IQAC   Signature of the Chairperson, IQAC