

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution	Maris Stella College
1.2 Address Line 1	59A-1-5, Opp.Govt.Polytechnic College
Address Line 2	Near Benz Circle
City/Town	Vijayawada
State	Andhra Pradesh
Pin Code	520008
Institution e-mail address	mscvja@gmail.com
Contact Nos.	9440578007, 0866-2472332
Name of the Head of the Institution:	Dr.Sr.Kulrekha Mudartha
Tel. No. with STD Code:	0866-2472332
Mobile:	9440578007
Name of the IQAC Co-ordinator:	Dr.K.Sandhya
Mobile:	9885027462

IQAC e-mail address:

iqacmsc@gmail.com

1.3 NAAC Track ID (For ex. MHCogn 18879)

APCOGN14805

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/65/RAR/63 dated 25-10-2013

1.5 Website address:

www.marisstella.ac.in

Web-link of the AQAR:

<http://www.marisstella.ac.in/AQAR2013-14.pdf>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A****		1999	6 years
2	2 nd Cycle	A		2006	5 years
3	3 rd Cycle	A	3.24	2013	5 years
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

03/04/2004

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

2013-14

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

i. AQAR 2012-13 submitted to NAAC on 01/11/2013 (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

Krishna University

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

Autonomy by State/Central Govt. / University State

University with Potential for Excellence UGC-CPE

DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="9"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="4"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="2"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="2"/>
2.9 Total No. of members	<input type="text" value="21"/>

2.10 No. of IQAC meetings held : 10

2.11 No. of meetings with various stakeholders:	No.	Faculty
	<input type="text" value="1"/>	<input type="text" value="10"/>
Non-Teaching Staff Students	<input type="text" value="2"/>	Alumni
		<input type="text" value="3"/>
		Others
		<input type="text" value="2"/>

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Planned to ensure a smooth NAAC Peer team visit on 5th, 6th, 7th August 2013.
- Rescheduled the academic calendar to compensate for the classes lost due to the agitation against the bifurcation of Andhra Pradesh.
- Formulated and despatched proposals under Rashtriya Uchchar Shiksha Abhiyan (RUSA).
- Undertook an exhaustive internal audit of the various departments of the college.
- Organized awareness programmes on a. Water Conservation – 30.12.2013, b. Pranik Healing: Alternate Medicine – 4.1.2014, c. Strengthening the Mind: Stress and Women – 8.3.2014
- A two day training programme in the use of “Technology in Teaching”.
- Inputs on ‘Effective Teaching’ by Fr.Nobert.
- Orientation for the new members of the faculty.

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
Improve admissions	From 338 in 2012-13, admissions went up to 468 in 2013-14
Offer more Inter Disciplinary Electives(IDEs)	Three new IDEs were added to the existing six
Remedial coaching to be offered	298 students attended remedial classes. Of them, 270 took the semester end exams successfully.

Trained faculty in the use of smart classroom, to facilitate technology-aided teaching-learning	50 members of the faculty were trained
Facilitate faculty training in different aspects of teaching	All members of the faculty attended at least one such programme
Internships for students to acquire hands-on experience	Students of Computer Science were interned for 45 days with Efftronics
Encourage students to participate in seminars, workshops, exhibitions on and off campus	65 students presented papers, gained exposure to emerging areas of knowledge/won prizes.

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- Besides publicity through advertisement, hand book about the courses, programmes and facilities available in the institution, students passing out at the +2 and UG levels were counselled about the courses available. Vigorous word-of-mouth publicity was also taken up.
- Departments were counselled about possibilities of new IDEs. The departments of Botany, Zoology and Political Science designed courses in Indian Indigenous Medicine, Ornamental Fish Culture and Women in Politics respectively which were then offered in addition to the six IDEs already offered, to the first students of 2013, thus widening their choices.
- The first CA results were studied and lists of poor performers in each course were made, in consultation with the departments. Schedules for remedial classes were then drawn up. Strict monitoring of attendance and commuted support from the teachers ensured that of the 298 who attended, 270 succeeded in the end semester examinations, resulting in a marked improvement in results

- Arrangements were made with Young India Films for a two day training programme on campus in the use of smart classrooms, particularly the smart boards. Fifty members drawn from all the academic departments attended the training and have been enabled to make more effective use of technology in teaching.
- An orientation programme in teaching and in the general framework of the institution was held on 11.6.13 for new and inexperienced faculty. This was followed by input sessions for the entire faculty by Fr.Nobert. In addition, the following faculty attended programmes specific to their domain areas.
 - Dr.Innyasamma, Dr.R.Syamalamba – Higher Education : Policy and Practice - Christ College, Bangalore – 22nd -23rd November, 2013
 - Dr.G.Little Flower, Mrs.M.Archana – Faculty Development Programme - Christ College, Bangalore – 13th-15th November, 2013
 - Ms.K.H.Anuhya, Mrs.D.V.Saraja – SPSS Package - Christ College, Bangalore – 7th -9th May, 2014
 - Dr.Sr.Kulrekha Mudartha, Mrs.G.Usha Kumari – Inter Faith Dialogue – AIACHE, New Delhi – 23rd -25th February, 2014
- An understanding with Efftronics Systems Pvt. Ltd. facilitated internship for 45 days (15th April – 30th May, 2014) for students of Computer Science. This experience not only increased their employability, but also gave them valuable knowledge of Electronics.
- All the departments were directed to encourage students to participate in seminars, workshops, etc.

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	0	0	0	0
PG	7	0	7	0
UG	14	0	8	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	11	0	11	0
Others	0	0	0	0
Total	32	0	26	0
Interdisciplinary	1	0	1	0
Innovative	0	0	0	0

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

Pattern	Number of programmes
Semester	21
Trimester	
Annual	

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

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

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

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

- English IIIA & IVA – Ecology, Gender Issues, Newspaper based Comprehensions and Essays, **Social Awareness included.**
- Botany I Sem – Microbiology, Phycology, Mycology – Deleted topics already covered in intermediate syllabus and added topics of **contemporary relevance.**
- Physics - ‘Mechanics and Waves and Oscillations’ offered in I & II semesters as a combined course is split into ‘Mechanics’ and ‘Waves and Oscillations’ to independent courses to be offered in I & II semesters respectively to **facilitate better learning.**
- Mathematics – I & II semesters syllabus reshuffled to enable students appear for PG **entrance examination** in different universities
- Economics – Semester I – ‘Micro Economic Theory I’ has been revised. Semester II ‘Macro Economics’ has been substituted with ‘Micro Economic Theory II’. The changes have been made to familiarise student with the **current Economic theories.**
- Zoology – Introduced an IDE ‘Ornamental Fish Culture’ to **generate employment opportunities.**
- Electronics – The following courses have been reshuffled in I, II and III semesters to meet the **industry demand.** Rectifiers and Power Supplies, AC Fundamentals and Cathode Ray Oscilloscope.
- History & TTM – Introduced an IDE ‘Women Studies’ to **create gender sensitization.**
- Political Science – An IDE in ‘Women in Indian Politics’ for Computer Science students introduced to **motivate students** and **promote women leaders.**

- Social Work – Change of syllabus in the IDE ‘Psychology’. Perception and Prejudice in place of Motivation and Attitude.
- Computer Science – I semester – A new course in ‘Programming in C’ introduced. II semester – ‘Oops with C++ and Data Structures’ already in effect in III Semester. These changes were made to **strengthen the programming skills of students**.

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
21	21	-	-	-

2.2 No. of permanent faculty with Ph.D.

12

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
						22		22	

2.4 No. of Guest and Visiting faculty and Temporary faculty

0

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	9	25
Presented papers	0	9	10
Resource Persons	0	2	2

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

Summer Internship for employability skills development

- On the job training for Computers, Physics and Electronics students from 15th April to 31st May at Efftronics Pvt.Ltd.

- Mini projects on topics related to current trends, social relevance and commercial relevance.
B.Com – Projects on KCP Sugars, Andhra Sugars, Banks and Organizations
History – 1. France-the land of Revolution 2. Enlightened Despots
English – Literatures of the Marginalized Contemporary Indian Literature, Gender Issues
- IDE – Botany Department – ‘Indian Indigenous Medicine’ – to give a practical thrust to the theory in Medicinal Botany and Herbal Medicine.
- 50 members of the faculty were trained in the use of smart classrooms, particularly Mi Boards.
- The project work done by B.Venkata Lakshmi, B.Veronica, S.Arokia Shalini and Selva Rani entitled, “Understanding the Changing Lake Dynamics, its Conservation and Sustainable Management Practices: A Case Study of Brahmaiahlingam Cheruvu, Agiripalli, Krishna Dt. was accepted for publication in “Sustainable Environment” Journal (International) Taiwan-June 2013.
- 15 N Computing Thin Clients provided in the library for internet connectivity and also installed in the office, exam section and library.
- 16 peer teaching in all disciplines.

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

180

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

NIL

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

10

40

2

2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A						
Literature	25	8	52	20	12	92
TTM	12	8	34	50	8	100
SW	12	42	33	17	0	92
HEP (TM)	6	33	67	0	0	100

HEP (EM)	11	9	55	18	0	82
B.Com						
CC	23	13	43	17	9	82
TPP	15	13	53	13	7	86
Computer Science	35	6	48	26	0	80
BMS	13	31	69	0	0	100
B.Sc						
MPC	23	31	43	4	0	78
MECs	19	16	63	5	0	84
MSCs	41	10	54	0	0	64
MPCs	31	13	48	3	0	64
CBZ	26	15	39	8	0	62
Biotech	14	43	36	7	0	86
PG						
M.A.Eng	Results Awaited					
M.A.Eco						
M.Com						
M.Sc Maths						
MBA						

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

- Conducted seminars/conferences/workshops
- Result analysis done every semester
- Remedial coaching
- Training programmes
- Encouraged research activities/MRPs – Publications
- Parent-Teacher meet – Parents informed of attendance and performance of their wards
- Feedback from students, parents, old students
- Conducted internal Academic Audit

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
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.	3
Others	2

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	3	6	0	2
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

Recommended the following measures to

- Identify faculty with research potential and motivated them to apply for the Minor/Major Research Projects. Dr.G.Little Flower and Dr.R.Symalamba applied and MRPs sanctioned.
- Provide research orientation to students through mini projects based on current trends and empirical and experimental data.
- Extend financial support to faculty presenting papers in state, national and international level seminars, conferences, workshops and symposia.
- Encourage faculty to publish research papers and update knowledge.
- Buy latest editions of books, journals and e-sources in the library for research and academic purposes.
- Acquire fifteen additional computer systems with internet connectivity for students and staff to browse e-resources free of cost.
- Organise a two day book exhibition by leading publications to promote reading habit among students.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	1	0	0
Outlay in Rs. Lakhs		10,00,000		0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	2	0
Outlay in Rs. Lakhs	0	0	637500	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	1	
Non-Peer Review Journals	1		
e-Journals			2
Conference proceedings	10		

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects		UGC	700000	637500
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	0	1	0	
Sponsoring agencies			APEA & APSICHE		

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

3.13 No. of collaborations

International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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

Total	International	National	State	University	Dist	College
	1			3		

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level 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

NSS

- Pulse Polio – 19.1.2014
- General Check up – 19.1.2014
- A rally taken out during ‘Road Safety Week’ – 23.1.2014
- Competitions for women – 22.1.2014
- Environmental protection with eco-club – December, 2013
- Workshop on violence against women – 19.12.2013
- Blood grouping and donation – 21.1.2014
- Eye check up – 8.3.2014
- Voters enrolment – 8.1.2014
- Signature campaign about right to vote – 25.1.2014
- A rally conducted on Aids Day – 1.12.2013
- Protest rally against women atrocities – 25.1.2014

STARS

- Visit to Bala Bhavan – July 2013
- Visit to Chiguru – November 2013
- Eco-friendly awareness programme – November, 2013
- Distribution of clothes to the deprived – December, 2013
- Campus cleanliness
- Visit to Prajwala – JMJ Sisters Home

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 (in acres)	20	0		20
Class rooms	60	0		60
Laboratories	18	0		18
Seminar Halls	2	0		2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		3	UGC	3
Value of the equipment purchased during the year (Rs. in Lakhs)		995250	UGC	995250
Others				

4.2 Computerization of administration and library

- 15 n-computing thin clients provided in the library for internet connectivity
- Software installed for students attendance

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	71208	0	2462	528288	73670	0
Reference Books	8000	0	0	0	8000	0
e-Books	7000	0	2700	0	9700	0
Journals	38	0	0	0	38	0
e-Journals	5000	0	1000	0	6000	0
Digital Database	0	0	0	0	0	0
CD & Video	428	0	7	2200	435	0
Others (specify)	0	0	0	0	0	0

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	371	147	30	0	5	18	21	150
Added	0	0	0	0	0	0	0	0
Total	371	147	30	0	5	18	21	150

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

- Wi-fi connectivity in the campus
- Faculty were trained in the use of mi board
- 15 n-computing thin clients provided in the library for internet connectivity
- Bulk SMS networking introduced
- Automation and centralization of student attendance.

4.6 Amount spent on maintenance in lakhs :

i) ICT	<input type="text"/>
ii) Campus Infrastructure and facilities	<input type="text" value="1035842"/>
iii) Equipments	<input type="text" value="32473"/>
iv) Others	<input type="text"/>
Total :	<input type="text" value="1068315"/>

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC ensures that orientation in general is conducted for I year and III year students.
- Periodically and during assemblies students are informed of the student support services available on the campus.
- The librarian conducts an orientation regarding the library services like OPAC, N-list, N-computing and Inflibnet.

5.2 Efforts made by the institution for tracking the progression

- Progression is tracked through alumni association and through old students meet
- Through social networking
- Through Students Progression Cell

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1149	122	0	0

(b) No. of students outside the state

92

(c) No. of international students

5

Men

No	%

Women

No	%
5	0.5

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
468	341	32	381	0	1222	461	358	37	415	0	1271

Demand ratio

Dropout % 3.85%

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

- 60 students were given coaching for banking cum recruitment exams for one month for IBPS (Indian Bank Personnel Service) by IMS
- Edu Bridge banking professional course was conducted for 2 months for 30 students

No. of students beneficiaries

90

5.5 No. of students qualified in these examinations

NET	<input type="text" value="0"/>	SET/SLET	<input type="text" value="0"/>	GATE	<input type="text" value="0"/>	CAT	<input type="text" value="0"/>
IAS/IPS etc	<input type="text" value="0"/>	State PSC	<input type="text" value="0"/>	UPSC	<input type="text" value="0"/>	Others	<input type="text" value="0"/>

5.6 Details of student counselling and career guidance

- 150 students took career guidance
- 123 students took counselling regarding personal issues as well as academics
- Mentors also provide counselling to their wards whenever needed

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	150	05	09

5.8 Details of gender sensitization programmes

- Dr.V.Radhika Reddy delivered a lecture on ‘Strengthening the Mind of Women’ on 8.3.14
- Signature campaign for Reservation Bill for Women
- Rallies in protest of atrocities against women – Nirbhaya and Esther Anuhya tragedies

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	61	588086
Financial support from government	419	3575618
Financial support from other sources	22	175200
Number of students who received International/ National recognitions	0	0

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

- Students filled a pit near Maris Stella College bus stop
- Distributed clothes and bed sheets to the poor and needy
- Offered help in cash and kind to the flood and cyclone victims of Gopalpur, Odisha and also extended physical and moral support
- Contributed towards Midday Meal Scheme
- Extended support to the support staff who were ill
- Lent financial help to Little Sisters of the Poor and Destitutes

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

- Coolers with purified drinking water was provided
- Parking slot was innovated
- Increased the number of systems providing internet facility
- Two staff members not effective in teaching were replaced
- Bulk SMS provided prior information to intimate students regarding uncertainties.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To equip students with high ideals of life and service in meeting the emerging needs and challenges as empowered women.
Mission: To produce intellectually competent, socially committed, morally upright and spiritually inspired women with values of life.

6.2 Does the Institution has a management Information System

The college uses a computerized educational management information system. The areas functioning with technology support include the administrative office, library and the examination section. The college and the library have their own websites. Technology is used as a teaching-learning resource by the teacher and the learner. There are e-classrooms, language laboratories and e-resources available. The campus community is trained and prepared to make use of ICT optimally. Assignments and projects by students draw heavily upon ICT for data collection and presentation. There are also core courses offered such as Computerized Accounting. Web tutorials are available on the library website. Programmes such as moodles for blended learning, use of multimedia in teaching etc, are offered from time to time to promote use of technology.

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

6.3.1 Curriculum Development

The following strategies have been adopted bearing in mind the suggestions given by the academicians, subject experts, industrialists.

- Revised and updated the syllabus of the following Departments – English, Botany, Physics, Chemistry, Economics, Computer Science and Social Work
- The following IDEs have been introduced.
Department of English – Soft Skills
Department of Zoology – Ornamental Fish Culture
Department of Politics – Women in Indian Politics
Department of History – Womens’ Studies

6.3.2 Teaching and Learning

- Increased use of ICT, e-classrooms.
- Summer internship

6.3.3 Examination and Evaluation

- As part of the continuous assessment individual and team based student-centric activities are conducted and assessed. For example model marketing, dramatics, seminar , quiz, role-play, poster making, creative writing, project, etc.

6.3.4 Research and Development

Minor Research Projects are taken up by Dr.R.Syamalamba and Dr.G.Little Flower.

Research publications

Dr.D.Ramakrishna, Dept. of Sanskrit

- Translated two works of Appayya Dikshit from Sanskrit to Telugu published by Rishipeetham Prachuranalu, Hyderabad. They are Siva Karnamrutham, Siva Mahima Kalikaa Stutihi
- Krishnarayuni Kamaneeya Kruthi, Jambavathi Parinaya Natakam by Mithra Mandali Prachuranalu, Guntur, A.P ISBN:978-81-923183-1-8
- Sri Jayendra Guru Vaibhava Sthutihi by SCSVMV, Kanchipuram. ISBN.No.978-81-925639-6-1
- Advaita Darsane Pramana Proyaiana Vivechanam.PP 82-85 in Pramana Tatna Deepika published by the Department of Sanskrit and Indian Culture, Sri Chandrasekhara Saraswathi Viswa Mahavidyalaya, Kanchipuram. ISBN.13-978-81-92-5639-3-0
- Vikruthi Vaividhya Vivechanam PP 7-14 published in the journal of Sanskrit Academy Vol XXIII-2013, Osmania University campus, Hyderabad.ISSN.0976089X

Dr.Girija Nambiar, Dept. of English

- An article ‘Ambai’s “Forest”:A Study in Literary Ecology’ in Recent Trends in English Literature, Prestige Books, an International Publishing House, ed by G.Srilatha.

Dr.K.Sandhya, Dept. of English

- Co-authored an article on ‘Language Learning in Engineering Colleges of Andhra Pradesh’ RJELAL, A Peer Reviewed International Journal. Vol.1, Issue 3, 2013 ISSN.2321 3108

Mrs.A.Kasturi, Dept. of Physics

- Research Article “Plant Biodiversity Conservation – Role of Botanists in Sustainable Utilization” in International Journal of Green and Herbal Chemistry, an International Peer Review E-3 Journal of Sciences.

Dr.R.Syamalamba, Librarian

- An Abstract on “Open Educational Resources (OER) for Science and Technology” was published in the National Conference on Recent Innovations, Advancements and challenges of Technical Libraries (NCRACKT-2013) organized by Vignana University, Guntur in association with Andhra Pradesh Library Association, Vijayawada, ISBN No.978-81-7800-320-7.
- An article titled “Impact of World Wide Web on Academic Libraries and Librarians was published in the book named ‘New Dimensions in Web-based Library and Information Services’ Ed. By Dr.G.Saroja and Prof.V.Chandra Sekhara Rao.Pg.192-197.ISBN No.978-93-81575-75-8
- An article published in “Grandhalaya Sarvaswamu” (Library Science Magazine) April 2014, entitled “Open Educational Resources (OER) for Science and Technology”, vol.75, issue.01,pg.17-20. ISSN 0972-8140.

The following faculty have registered for Ph.D

- Mrs.M.Velanganni, Mrs.B.Sujatha, Mrs.K.Naga Sundari, Sr.Lavanya, Mrs.K.Sarvani

The following faculty have been awarded Ph.D

- Dr.Sr.Kulrekha Mudartha, Dr.Sr.Innyasamma, Dr.G.Beulah P Sunanda, Dr.V.Satya Sudha

Research Guidance

- One Ph.D and one M.Phil have been produced by Dr.K.Sandhya.

6.3.5 Library, ICT and physical infrastructure / instrumentation

15 n-computing thin clients connected for internet browsing
4 inverters purchased for the library, examination section and office
Wi-fi provided on the campus

6.3.6 Human Resource Management

The following activities have been conducted as part of HRM

- Training programmes for staff and students
- Training in ICT
- Awareness regarding alternative medicine
- Gender Sensitization Programmes
- Training in Life Saving Skills
- Workshop on RTI
- Counselling and Mentoring

6.3.7 Faculty and Staff recruitment

Recruitment is done systematically and in time. Annual self-appraisal and performance appraisal by management based on feedback received are reviewed by the management committee. Newly recruited staff whose appraisal reports are unfavourable are terminated. Staff whose appraisals are consistently good are continued and made permanent at the end of five years. During this year 22 members of faculty were recruited.

6.3.8 Industry Interaction / Collaboration

- Summer internship with Efftronics for 45 days from 15th April, 2014 to 30th May, 2014.

6.3.9 Admission of Students

Conducted in a transparent manner, based on merit. Students from minority groups are given admission.

6.4 Welfare schemes for	Teaching	
	Non teaching	Interest free bonus to non-teaching staff. Financial support during illness
	Students	Midday Meals, Book Bank, Fee waiving to the economically backward, Scholarships, Fee concession, Provision of infirmary, Gym, Free First Aid Facility

6.5 Total corpus fund generated Rs.14,05,200/-

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	Committee constituted by CCE	Yes	Committee constituted by the college
Administrative	Yes	Financial Audit by Brahmayya & Co.	No	-

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?

As part of Continuous Assessment, student centric activities –curricular and co-curricular are given and assessed.

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

- Instituted scholarships
- provided learning machines to the hearing impaired
- Sponsored walking track

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher association does not exist. Parent-Teacher meet is held twice a year to inform them regarding the performance of their wards

6.13 Development programmes for support staff

NIL

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

- An eco-club is set up
- Used files made from recycled paper
- Organic farming
- Rain water harvesting through soil percolation
- E-waste is collected
- LED lights are used
- Use of plastic is not allowed in the campus
- Dustbins are placed at every corner
- Solar panels are installed
- Pollution check of vehicles was conducted
- Various flora and fauna exists on the campus

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.

- Increased use of ICT in Teaching-Learning
- Increased use of Smart Classrooms
- New certificate courses and IDEs have been introduced
 - Certificate Course in Spoken English
 - IDE in Soft Skills
- Summer Internship in Electronics for Physics and Electronics students of III year B.Sc.
- Placement training conducted for 150 students
- Outreach programmes conducted
- Gender Sensitization programmes conducted
- Social Responsibility programmes conducted
- Environmental Awareness programmes conducted

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

- Besides publicity through advertisement, handbook about the courses, programmes and facilities available in the institution, students passing out at the +2 and UG levels were counselled about the courses available. Vigorous word-of-mouth publicity was also taken up.
- Departments were counselled about possibilities of new IDEs. The departments of Botany, Zoology and Political Science designed courses in Indian Indigenous Medicine, Ornamental Fish Culture and Women in Politics respectively which were then offered in addition to the six IDEs already offered, to the first students of 2013, thus widening their choices.
- The first CA results were studied and lists of poor performers in each course were made, in consultation with the departments. Schedules for remedial classes were then drawn up. Strict monitoring of attendance and commuted support from the teachers ensured that of the 298 who attended, 270 succeeded in the end semester examinations, resulting in a marked improvement in results
- Arrangements were made with Young India Films for a two day training programme on campus in the use of smart classrooms, particularly the smart boards. Fifty members drawn from all the academic departments attended the training and have been enabled to make more effective use of technology in teaching.
- An orientation programme in teaching and in the general framework of the institution was held on 11.6.13 for new and inexperienced faculty. This was followed by input sessions for the entire faculty by Fr.Nobert. In addition, the following faculty attended programmes specific to their domain areas.
 - Dr.Innyasamma, Dr.R.Syamalamba – Higher Education : Policy and Practice - Christ College, Bangalore – 22nd -23rd November, 2013

- Dr.G.Little Flower, Mrs.M.Archana – Faculty Development Programme - Christ College, Bangalore – 13th-15th November, 2013
- Ms.Anuhya, Mrs.D.V.Saraja – SPSS Package - Christ College, Bangalore – 7th - 9th May, 2014
- Dr.Sr.Rekha, Mrs.G.Usha Kumari – Inter Faith Dialogue – AIACHE, New Delhi – 23rd -25th February, 2014
- An understanding with Efftronics Pvt. Ltd. facilitated internship for 45 days (15th April – 30th May, 2014) for students of Computer Science. This experience not only increased their employability, but also gave them valuable knowledge of Electronics.
- All the departments were directed to encourage students to participate in seminars, workshops, etc.

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

- Summer Internship for 45 days
- ICT with the use of Smart Classrooms

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

7.4 Contribution to environmental awareness / protection

- An eco-club is set up
- Used files made from recycled paper
- Organic farming
- Rain water harvesting through soil percolation
- E-waste is collected
- LED lights are used
- Use of plastic is not allowed in the campus
- Dustbins are placed at every corner
- Solar panels are installed
- Pollution check of vehicles was conducted
- Various flora and fauna exists on the campus

7.5 Whether environmental audit was conducted? Yes No

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

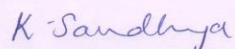
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8. Plans of institution for next year

- Inviting resource persons from IIT, Chennai for training programmes, guest lectures and national seminars in Physics, Chemistry and Electronics
- Involvement of more students for summer internship by Efftronics Systems Pvt. Ltd.
- More Major and Minor Research Projects to be taken up by faculty
- Initiation of student clubs
- A four-day workshop MEAN STACK for B.Sc. Computer, Electronics and Statistics students
- A workshop to be organized by IQAC for non-autonomous and non-NAAC accredited colleges in and around Vijayawada
- English training for teachers with less than 5 years experience
- A National Seminar on Women Mathematicians with Reference to Leelavathi
- A National Conference on "Emerging Frontiers of Materials Science" by Physics, Chemistry and Electronics departments
- A course in MOODLES to be offered by Dr.R.Syamalamba, Librarian

Name : Dr.K.Sandhya

Name: Dr.Sr.Kulrekha Mudartha





Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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- A course in MOODLES to be offered by Dr.R.Syamalamba, Librarian

Name : *Dr.K.Sandhya*

Name: *Dr.Sr.Kulrekha Mudartha*

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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ANNEXURE – I

2.15 ACADEMIC CALENDAR FOR THE YEAR 2013-2014

JUNE

7 th & 8 th	-	Orientation for the staff
10 th	-	Reopening for Degree, Repeat CA
14 th	-	Blood Donation Camp
24 th	-	Reopening for P.G
25 th	-	Reopening for MBA

JULY

3 rd	-	Commencement of classes for First Year P.G
17 th	-	Workshop on “Mathematical Models”
27 th	-	1 st C.A.

AUGUST

5 th -7 th	-	NAAC peer Team Visit
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SEPTEMBER

11 th	-	2 nd C.A.
16 th	-	Counselling follow up session for the staff
27 th	-	Tourism Day Celebrations

OCTOBER

10 th	-	Semester End Examination – Additional Courses
19 th	-	Semester End Examination
30 th	-	Training programme on ‘Basic Life Support Systems

NOVEMBER

4 th	-	Supplementary Exams II to VI Semester
9 th	-	Parents Meet
16 th	-	Seminar on “Values, Self Awareness and the importance of Meditation
18 th	-	Formation of Red Ribbon Club, Cultural Week
23 rd	-	FETE
29 th -30 th	-	Book Exhibition
30 th	-	A.D.Shroff Memorial Elocution Competition

DECEMBER

1 st	-	World Aids Day
8 th	-	Christmas Fete
11 th	-	Felicitation for Silver Jubilarians
14 th	-	1 st C.A.
23 rd	-	Semi Christmas Celebrations & distribution of blankets to the poor

JANUARY

6 th	-	Submission of Projects
8 th	-	Meeting with Dr.B.V.Rao, Ex.Director, Prison Fellowship India
10 th	-	Orientation programme on “Career Guidance for Women”
18 th	-	Star Meet – Alumni Meet, Project Viva
31 st	-	Prize Distribution Day
23 rd	-	Workshop on “Emerging Trends in Sanskrit Studies”
25 th	-	Teacher-Parent Meet
27 th	-	Workshop on “Oral Fluency Development”
27 th – 31 st	-	Cultural Week
31 st	-	Prize Distribution

FEBRUARY

1 st	-	Sports Day
5 th	-	2 nd C.A.
6 th	-	GENPACT – off campus drive
8 th – 9 th	-	XXXII Annual Conference of Andhra Pradesh Economic Association
11 th -12 th	-	Workshop on “Enhancing Institutional Effectiveness”
17 th – 18 th	-	BOS Meetings
18 th	-	Field Trip – Dept. of Biology
26 th	-	GENPACT – off campus drive
28 th	-	National Science Day

MARCH

5 th	-	Practical Exams
8 th	-	Women’s Day Celebrations
22 nd	-	Semester End Examination
24 th	-	Academic Council Meeting
29 th	-	Finance Committee Meeting

APRIL

19 th	-	Governing Body Meeting
28 th	-	Examination Results

Annexure-I

1.3 Feedback from Stakeholders

Alumni:

- 1 96% of alumni have regular contact with Maris Stella College.
- 2 Half of the alumnae are having frequent contact with the college.
- 3 Majority of them are aware of the development that has been taking place in the college
- 4 44% through friends
- 5 60% of the alumnae are interested in day-to-day happenings. 40% are interested in remarkable happenings of the college.
- 6 College discipline was liked by 63% of the alumnae. Academics were liked by 60%.
- 7 Majority of the alumnae expressed that the teaching faculty was very good.
- 8 Almost all the alumnae felt that infrastructural facilities of the college are on par with the global trends.
- 9 82% of our alumnae felt that the courses offered by our college are for a better future or employment oriented.
- 10 Half of the alumnae expressed a good opinion about our curriculum of the course.
- 11 Majority of them accepted the teaching methodology of the college which contains lecture method, participative method and knowledge based method.
- 12 Though 48% of the alumnae expressed a very good impression about sports and games in the college, but 37% are expressed that it is not sufficient and suggested for indoor games.
- 13 Almost all the alumnae felt that the focus given to NCC, NSS, Stellites to Awaken and Reachout to Society(STARS), Literary activities, Yoga and Music are appropriate.
- 14 93% of the alumnae expressed that the thrust given to extra-curricular activities is sufficient.
- 15 Three fourth of the respondents expressed their satisfaction with the celebrations/observing days of significance like Independence Day, Republic Day, Teachers' Day, World Aids Day and Youth Day. One fourth of them expressed that few students like hostellites only are involved and others are not participating.
- 16 65% of the alumnae reacted positively regarding autonomous status and the teaching-learning evaluation pattern.
- 17 60% of the student's opinion is that the fee structure of the college is reasonable and 20% felt that it is high.
- 18 35% of the alumnae felt that attending the conferences/workshops/guest lectures/competitions organised by the college are useful for higher studies as well as employment.
- 19 70% of them are favourable to the student-teacher ratio and teacher-parent meet is conducive to a healthy academic and personality development.
- 20 Half of the respondents felt that the stay in the hostel is comfortable, homely with good accommodation, food and care.
- 21 Majority of the alumnae expressed that the library is excellent, well equipped and updated.
- 22 All the respondents expressed that the quality of food served in the canteen is deteriorating year by year.

Suggestions:

- Shift System
- Inclusion of certificate/diploma courses in the curriculum which are job oriented
- Attitude of the office staff towards the students and visitors should change and they should deal with them patiently.
- Some expressed that the original spirit of the college is missing in the college.

Students:

- 1 Course/Curriculum: 90% of students expressed their satisfaction about the courses and curriculum
- 2 Teaching: 85% of students felt that overall teaching methods adopted by the faculty are good. 5% of students requested a few staff members to be bilingual while teaching. A few more wanted written material for study.
- 3 Mentoring: A large number of students are satisfied with the mentoring system in college. They felt that they could bring out academic and personal problems to be addressed or advised by their respective mentors.
- 4 Counselling: A good number of students are happy with the help that they get during counselling sessions.
- 5 Library: Students are happy with the excellent services provided by the library. However, a few felt there is a need to install more computers with internet facility in the library.
- 6 Canteen: Many students expressed that canteen services could be better and canteen staff more polite.
- 7 Sports and Games: By and by students expressed their immense satisfaction with the facilities provided by the college for sports and games. They are very happy with the sprawling campus and grounds.
- 8 Extra and Co-curricular activities: All students rated extra and co-curricular activities conducted in the college as very good.
- 9 Timings: A few students felt that college timings could be changed in such a way as to enable them to attend coaching for competitive examinations or take up part time employment.
- 10 Attendance: Some students suggested that the required percentage of attendance for semester end examination could be lowered to 70%.
- 11 Infrastructure: All students are very pleased with the adequate infrastructure and well-equipped laboratories.
- 12 A few final year UG students requested the administration to allow laptops to class.

Annexure II

7.3 BEST PRACTICES OF THE INSTITUTION

I. Summer internship for 45 days

1. Title of the practice – Summer Internship
2. The context that required the initiation of the practice – In the context of emerging global trends, first hand information, exposure and experience for students at an industry with scope of live projects to enhance employability.
3. Objectives of the practice:
 - To increase employability
 - Expose students to live experience at an industry
4. The practice
 - Practical knowledge of working with LED lights, soldering, desoldering, testing, analyze equipment as quality inspection of raw material
 - Practical knowledge of functioning of Solid State Lighting
 - Components mounting, soldering and desoldering of electronic assemblies
 - Analyze equipment, circuit disturbances and eliminate faults as quality inspection of a finished product
 - Eliminate faults in signalling systems
5. Obstacles faced – Prolonged hours of work
6. Impact of the practice – Students imbibe practical skills
7. Resources required – Provided by the industry
8. About the institution
 - I. Name of the institution: Maris Stella College
 - II. Year of Accreditation : 1999, 2006, 2013
 - III. Address : Near Benz Circle, Opp. Govt.Polytechnic College, Ring Road, Vijayawada-8
 - IV. Grade awarded : A
 - V. E-mail : mscvja@gmail.com
 - VI. Contact person for further details: The Principal, Maris Stella College
 - VII. Website: www.marisstella.ac.in

II. ICT with the use of Smart Classrooms

1. Title of the practice – Increased use of ICT
2. The context – In the context of emerging global trends to familiarize students and staff with the use, techniques and advantages of ICT in teaching and learning
3. Objectives of the practice:
 - To expose students and staff to the latest developments in technology
 - To work efficiently, accurately and with scientific temper
4. The practice
 - Teaching through audio-visual aids
 - Use of mi boards in teaching
 - Projecting teaching material through the visualizer
 - Listening and speaking skills practiced in the laboratory
 - Online examination conducted in testing, listening and speaking skills
 - Screening movies, slideshow
 - Use of internet for references, project work and research
 - Library is completely digitized
 - All information pertaining to teaching, learning, evaluation and research is documented through ICT
5. Obstacles faced – Power cuts, interruption in server connectivity
6. Impact of the practice –
 - Students have imbibed the basic skills of ICT
 - They are enabled to participate and present papers in seminars, conferences and symposia
 - Improvement of reference skills with the use e-journals and e-books
 - Enhancement in research activity
 - Global awareness
7. Resources required
 - Qualified staff and System Administrator
 - Software
 - Adequacy of computers
8. About the institution
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