Part – A

1. Details of the Institution

1.1 Name of the Institution

> HINDI MAHAVIDYALAYA

1.2 Address Line 1

> 2-1-569,
> OSMANIA UNIVERSITY ROAD,

Address Line 2

> NALLAKUNTA,

City/Town

> HYDERABAD.

State

> TELANGANA STATE

Pin Code

> 500044

Institution e-mail address

> info@hindimahavidyalaya.org

Contact Nos.

> 040-27616330

Name of the Head of the Institution:

> Smt. Jyoti Hastak

Tel. No. with STD Code:

> 040-27616330

Mobile:

> 9440160646

Name of the IQAC Co-ordinator:

> Dr. Prabhakar Tripati

Mobile:

> 9948999258

IQAC e-mail address:

info@hindimahavidyalaya.org

1.3 **NAAC Track ID** (For ex. MHCOGN 18879)   14003 (old)

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

EC/61/RAR/15 Dt. 15/109/2012

1.5 Website address:

www.hindimahavidylaya.org

Web-link of the AQAR:

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B (70.75%)	NA	2006	6 yrs (up to 2012)
2	2nd Cycle	B	2.49	2012	5 Yrs (up to 14th September 2017)

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   22/05/2006

1.8 AQAR for the year (*for example 2010-11*)   2016-17

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

   i. AQAR   2014-2015   18/09/2015
  ii. AQAR   2013-2014   05/12/2014
 iii. AQAR   2012-2013   23/09/2013

1.10 Institutional Status

University   State [-]   Central [-]   Deemed [-]   Private [-]

Affiliated College   Yes [√]   No [-]

Constituent College   Yes [-]   No [√]

Autonomous college of UGC   Yes [√]   No [-]

Regulatory Agency approved Institution   Yes [-]   No [-]
(eg. AICTE, BCI, MCI, PCI, NCI)

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

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

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

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

1.11 Type of Faculty/Programme

Arts [√]   Science [√]   Commerce [√]   Law [-]   PEI (Phys Edu) [-]

TEI (Edu) [-]   Engineering [-]   Health Science [-]   Management [√]

Others   (Specify)   [-]

1.12 Name of the Affiliating University *(for the Colleges)*   [Osmania University, Hyderabad]

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

Autonomy by State/Central Govt. / University   [U.G.C. & Osmania University]

University with Potential for Excellence [-]   UGC-CPE [-]

DST Star Scheme [-]   UGC-CE [-]

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

UGC-Innovative PG programmes   `-`   Any other (*Specify*)   `-`

UGC-COP Programmes   `-`

2. IQAC Composition and Activities

2.1 No. of Teachers | 09 |

2.2 No. of Administrative/Technical staff | 03 |

2.3 No. of students | 02 |

2.4 No. of Management representatives | 01 |

2.5 No. of Alumni | 02 |

2. 6 No. of any other stakeholder and community representatives | 02 |

2.7 No. of Employers/ Industrialists | 0 |

2.8 No. of other External Experts | 0 |

2.9 Total No. of members | 19 |

2.10 No. of IQAC meetings held | 03 |

2.11 No. of meetings with various stakeholders: No. | 03 | Faculty | 03 |

Non-Teaching | 03 | Staff Students | 03 | Alumni | 03 | Others | 03 |

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

If yes, mention the amount   Rs. 3,00,000

2.13 Seminars and Conferences (only quality related)

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

Total Nos. 03   International -   National 0   State -   Institution Level 02

(ii) Themes   Not   Applicable

2.14 Significant Activities and contributions made by IQAC :

- ❖ Computerisation is in progress.
- ❖ Reading/Reference material collected from various Journals is maintained.
- ❖ In the academic year 2014-15, 1135 books worth Rs.3,50,305/- .have been purchased for all the departments according to their requirements.
- ❖ UGC Grants meant exclusively for Library has been utilized.
- ❖ Library hours extended in the morning and evening for the convenience of the students.
- ❖ Library facility has been made accessible to Research scholars, Degree and PG students of other colleges, Universities, Girls hostel in the campus etc.,
- ❖ A latest software for the library 'LIBMAN' has been procured in the month of February 2015.
- ❖ **18** magazines and **04** .Journals were subscribed in the academic year 2014-15. The total amount spent for books is Rs.3,50,305/- and for Journals is Rs.7615/-. Amount spent on Magazines is 11,479/-
- ❖ Titles of the magazines subscribed for the library: India Today (Hindi and English), Employment news, Business world, Sports star, University news. Economic and Political weekly, The week, Outlook, Science reporter, Bhaswar Bharat, Business India, Yojanaa, Kurukshetra, Vartman Sahitya, Pratiyogita darpan, Madhumati, Hans, Alaav, Competition success, and Sarita.
- ❖ Feedback is collected from the students on the performance of the faculty duly following the format appended to self study manuals of NAAC, Bangalore.
- ❖ Feedback obtained is analyzed, discussed at departmental meeting and staff council and the outcome is brought to the notice of the management for further follow up.
- ❖ Exam Branch to process and generate Exam results, Issue of Marks memo, Certificates etc.
- ❖ Office administration is completely automated as per UGC, University and Government norms.
- ❖ 30 Computers have been purchased
- ❖ Computer Furniture purchased.
- ❖ The existing Computer Lab is being redesigned and renovated with modern facilities and necessities.
- ❖ Xerox Machine purchased exclusively for Exam Branch.
- ❖ The college offers conventional courses taught through Hindi medium. Any thing related to latest Technology and Electronic Teaching aid is made available in the college for the students.
- ❖ Smart Boards purchased.

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 in the beginning of 2014-2015	Achievements
❖ Add on Programmes conducted during the last 5 years are to be reviewed and new programmes to be introduced during 2014-15 are to be identified, content to be prepared so that the same can be implemented from the 1st week of June, 2014.	**Outcome at the end of the year (2014-15)** ❖ **Environmental Science, Indian Heritage and Culture, Science and Civilization, Human values and Ethical education, Computer Skills and Spoken English course were taught to all the students. Except Spoken English course, all other courses mentioned above are mandatory and the marks secured by the students reflect in their memorandum of marks.** ❖ 'Beautician Course' for a duration of three months, for the girls of Hindi Mahavidyalaya was inaugurated. ❖ A course of 60 classes on 'Personality Development' was started for the senior students of Hindi Mahavidyalaya. The college collaborated with a reputed institution 'Emerge Training School' to conduct this course.
❖ As per the suggestions made by the peer team , feedback collected from the students is to be reviewed, discussed and necessary measured are to be initiated for redesigning the programmes.	❖ Feedback from students was reviewed.
❖ New programmes which are professional and Vocational are to be discussed thoroughly with the staff and management again.	❖ To start new Skill based programmes at vocational level was discussed .
❖ Performance appraisal of teachers as per U.G.C. norms are to be reviewed critically and measures to be undertaken for improvement in academic ambience of the institution are to be initiated.	❖ Performance of the teachers are reviewed and necessary measures are taken to improve the academic ambience of the institution. Teachers are encouraged to attend/ present papers or conduct various Seminars/ conferences/ Symposia/workshops. They are also encouraged to attend Refresher and orientation courses. Also teachers are advised to send proposals for Minor/ Major Research Projects in the academic year 2014-15. But no minor/major projects were taken up during 2014-15

❖ **SWOT analysis** is to be applied at the beginning of the academic year 2014-15 duly providing necessary emphasis on Remedial Courses/ Bridge Programmes.	❖ SWOT analysis applied & add on courses& remedial coaching started.
❖ Teaching plan and Plan of extra curricular activities are to be reviewed periodically and remedial action is to be taken up.	❖ Teaching plans are well maintained and they are reviewed by conducting meetings with various departments as and when required.
❖ Linkages are to be developed and all the faculty members are requested to offer their suggestions in the beginning of the academic year so that an action can be initiated at the earliest.	❖ Faculty members of the department of Hindi, English, & Political Science, History. Commerce are in constant touch with Andhra Mahila Sabha (Autonomous) College, Hyderabad., R.G. Kedia College, Hyderabad, St. Francis Xavier College, Reddy Women's College, Koti Women's College, Government Degree College, Begumpet, Nizam Colllege, Hyderabad.
❖ All Ph.D. qualified faculty members have to be advised to submit their proposals for Minor / Major Research Projects in the academic year 2014-15.	
❖ Coordinator U.G.C. funds implementation Committee is to be requested to prepare proposals for Financial Assistance on or before 30-05-2014 so that the same can be processed in the 1st week of June 2014.	❖ UGC grants received as per norms. ❖ Coordinator, UGC Funds Implementation Committee prepared proposals for financial assistance & submitted to UGC, SERO, Hyd.
❖ To improve Library Facilities and purchase of more number of books, journals, CDs etc.	❖ A meeting is held with the Library committee and the needs of the library are discussed and the budget for the library requirements was sanctioned to purchase more number of books, update library s/w. and other material. ❖ Reading/Reference material collected from various Journals is maintained. ❖ In the academic year 2014-15, 1135 books worth Rs.3,50,305/- .have been purchased for all the departments according to their requirements. ❖ UGC Grants meant exclusively for Library has been utilized. ❖ Library hours extended in the morning and evening for the convenience of the students. ❖ Library facility has been made accessible to Research scholars, Degree and PG students of other colleges, Universities, Girls hostel in the

	campus etc.,
	❖ A latest software for the library 'LIBMAN' has been procured in the month of February 2015
	❖ **18** magazines and **04** .Journals were subscribed in the academic year 2014-15. The total amount spent for books is Rs.3,50,305/- and for Journals is Rs.7615/-. Amount spent on Magazines is 11,479/-
	❖ Titles of the magazines subscribed for the library: India Today (Hindi and English), Employment news, Business world, Sports star, University news. Economic and Political weekly, The week, Outlook, Science reporter, Bhaswar Bharat, Business India, Yojanaa, Kurukshetra, Vartman Sahitya, Pratiyogita darpan, Madhumati, Hans, Alaav, Competition success, and Sarita.
❖ To organize Seminars, workshops, Guest lectures , awareness programmes by the concern departments.	❖ 'World Environment Day' was celebrated in the college on 5th June 2014. Tree plantation was done by the teachers and students on the occasion.
	❖ Hindi Mahavidyalaya and ICAS jointly conducted a 'Jyotish sammelan on 3rd August. It was a day long programme attended by alumni, guests and people interested in Astrology. It's pertinent to mention here that Hindi Mahavidyalaya is running courses related to Astrology since a decade successfully.
	❖ The students of Hindi Mahavidyalaya organized 'Teacher Day'. In the formal programme the teachers were felicitated and their importance and contribution in making the future of the students was highlighted by the students.
	❖ 'Hindi Day' was celebrated on 15th September 2014. A seminar was conducted on this occasion and many students presented relevant papers in the seminar. The subjects covered were viz., 'The future of Hindi in Journalism' and 'Form of Hindi in Advertisements'.
	❖ 'World Tourism Day' was celebrated in the college on 27th September 2014. Professor G. S. Rao delivered a lecture on 'Tourism and it's importance.' College Secretary Shri Laxminivas sharma also shared his experiences and mentionable observations connected with the subject. The students of college too, presented self prepared papers in the programme. Good

	papers were published in the college magazine.
	❖ On 1ˢᵗ October 2015 a Guest lecture on 'Gandhian philosophy: it's relevance today' was delivered by Shri S C Jaini, who has dedicated his life in propagating the principles and ideology of Mahatma Gandhi. College Secretary Shri Laxminivas sharma, Treasurer Shri Shyam sunder Mundada, In charge principal Dr. Prabhakar Tripathi shared their views from dais. The students took an oath to follow Gandhian philosophy in life.
	❖ An educational tour was organized on 29ᵗʰ November 2014 to enhance the History related knowledge of the students. The students were taken to Warangal, a place of Historical importance, 145 KM far from the city.
	❖ On 3ʳᵈ Decembe 2014, Shri Vamshidhar Kalidas was invited to deliver a speech on 'e-marketing'. The programme was attended by the students of Hindi Mahavidyalaya, M.C.Gupta college of Business Management and other invitees.
	❖ 'Dress designing' course of one month duration for the girls of the college was conducted.
	❖ On 9ᵗʰ December 2014, a Guest lecture on 'Cost management and Accounting' was delivered by Smt. Renubala, a lecturer in Aurora P.G. College.
	❖ On 27ᵗʰ Decembe 2014, Chartered Accountants Shri Abbas Ali Mirza and P.R. Ramesh of Dellloit , delivered lecture on 'Quantum leap forward and recent changes in IFRS'.
	❖ A course of 60 classes on 'Personality Development' was started for the senior students of Hindi Mahavidyalaya. The college collaborated with a reputed institution 'Emerge Training School' to conduct this course.
	❖ On 22ⁿᵈ January 2015, Dr. Anupama, a Research scholar associated with University of Hyderabad, delivered a lecture on 'Science in Sanskrit literature'
	❖ On 26ᵗʰ January 2015, 'Republic Day' was celebrated in the college. Shri Ashok Kothari an eminent businessman and renowned Social worker was invited in the celebrations as Chief Guest.
	❖ On 31ˢᵗ January 2015, Under the state sponsored programme 'Swine flu:Prevention and Awareness' the students were sensitized regarding the disease and masks were given to all free of cost.

	❖ On 7th February 2015, Dr. P. T. Rajan was invited to deliver a lecture on 'hurdles in development of Debt markets in India' ❖ On 21st February 2015 'Matrubhasha Divas' was celebrated. The lecturers expressed their views on Matrubhasha and relevant competitions were conducted in the college. ❖ The Department of Police conducted a sensitization programme on 21st February 2015 for the students of Hindi Mahavidyalaya. The students were informed about 'SHE Team' that was recently constituted to tackle the problems of eve teasing. Five police officers delivered short speeches to enlighten the students. ❖ On 3rd march, 2015, Annual Day of the college was organized. Professor Bhikshamaiah, the Controller of Examinations, Osmania University was invited as Chief Guest to grace the occasion. ❖ On 8th March 2015, International Women's Day was celebrated. The Principal Smt. Jyoti Hastak, Vice Principal Dr. Surabhi Tiwari and other senior lecturers expressed their views on the occasion. ❖ On 5th March, Chartered Accountant Shri Bhupendra Agrawal delivered a lecture on ' Union Budget -2015' and Chartered Accountant Shri Hari Agrawal spoke on 'Direct Taxes'. ❖ The students of Hindi Mahavidyalaya participated and got II place in Inter University Throw ball Tournament. ❖ Three students of Hindi Mahavidyalaya participated in Intercollegiate Hand ball Tournament organized by Osmania University. ❖ The students of Hindi Mahavidyalaya participated in the Literary and Cultural competitions organized by Bhawan's Vivekananda Degree college and won many prizes. ❖ The college helped as many as 15 Hindi medium schools of twin cities i.e., Hyderabad and Secunderabad by giving them Financial assistance of Rs.1,65,000/- ❖ The college extended financial help of Rs.2,64,000/- to 'Ekal Vidyalaya', a conceptual national scheme that supports free education to people dwelling in remote areas.

❖ NCC activities	➢ K.Sikander,

* Attach the Academic Calendar of the year as Annexure : **Almanac 2014-15 attached.**

2.15 Whether the AQAR was placed in statutory body   Yes √   No -

Management √   Syndicate -   Any other body -

Provide the details of the action taken

- ❖ Examination Software is purchased.
- ❖ Almanac was prepared and all the internal & Semester exams are scheduled.
- ❖ Given fee concessions to the Meritorious students and also for students from rural areas, Hindi medium institutions, Economically poor background.
- ❖ Extended the infrastructural facilities like Classrooms, Labs, Books etc. for the new courses.
- ❖ Encouraged Innovative Teaching and Learning methods.
- ❖ Conducted awareness programmes on Health and Hygiene, Traffic awareness, Career opportunities, Clean and Green etc.
- ❖ Conducted Dental and Health Checkup for the students.
- ❖ Encouraged and Motivated students to participate in Intercollegiate Competitions, quiz, Debate, Sports, NCC activities etc.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes Aided	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	01 M.A.(Hindi)	-

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
UG	03 (BA, B.Com., B.Sc.)	-	01 B.B.A. English Medium	
	B.A.(HHP) – Hindi Medium			
	B.A.(HHS) – Hindi Medium			
	B.Com.(General) – Hindi Medium			
	B.Sc.(MPC) – Hindi Medium			
	B.Sc.(BZC) – Hindi Medium			
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	01	-	-	-
Others	-	-	-	-
Total	04	-	02	NIL

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: **Elective option**

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Semester Pattern is followed for all the courses offered by the College – 06 Programmes
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.

NO

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
10	01	07	-	02 (Demonstrators)

2.2 No. of permanent faculty with Ph.D   [04]

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
	0	0	0	01	0	0	06	NIL	06	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

     Guest [01]   Visiting Faculty [-]   Temporary Faculty [-]

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	**09**	**05**	**-**
Presented Papers	09	05	-

Resource Persons	-	-	-
Research Publications	01	05	-

1) No. of faculty members involved in :
   i.   Curriculum restructuring /Revision   : 04
   ii.   Syllabus development   : 03
   iii. Members of Board of study   : 05
   iv. Faculty / Curriculum Development workshop : 02

2) No. of books published   : Department-wise details given below :
i) With ISBN No.   : 15
ii) Chapters in Edited Books   : 05
iii) Without ISBN No.   : 01

Department of Commerce :

Major K. Sarangapani, Head of the Department.
- AS NCC officer, taking care of entire NCC Unit.
- Worked as Chief Superintendent for Degree & P.G. and exams conducted by TSPSC, UPSC, ICAI etc.
- Provides administrative support.
- Involved in various committees of the college.

Shri P. Giridhar
- Takes initiatives for conducting Seminars, Guest Lectures, Extension Lectures, sports and Cultural Activities.
- Provides administrative support.

Department of English :
Dr. Rajasekhar :
- A Publication in National Journal dated ISSN 2278-1536 July- September 2015 Volume-04 : Number :03 in PARISHODHAN (Global Research Journal) with Title : From Disenfranchisement to Empowerment in Rama Mehata's " Inside the Haveli" : A brief study.

- Attended "Two day UGC sponsored National Seminar on " **Effective Language Learning Strategies in English"** and presented a paper entitled effective learning strategies for speaking English on 6th and 7th August 2014 at Govt. City College, Hyderabad.

- Appointed as BOS Member for AMS

Department of Hindi

Dr. Prabhakar Tripati

➢ Evaluated more than ten dissertations of M.Phil. and Ph.D. in 2015.

➢ Invited by Central University, Hyderabad as a Subject Expert in a Ph.D. Viva.

➢ Member Secretary of Autonomous Hindi Mahavidyalaya.

➢ Member of Governing Council.

➢ NAAC Coordinator.

➢ IQAC Coordinator.

➢ Member of almost all the committees constituted in Hindi Mahavidyalaya.

➢ Advisor to so many Educational educations and Socio-cultural organizations.

Dr. Rajani Dhari

➢ Delivered a Lecture on functional Hindi and importance of Advertisement at Kendriya Hindi Sansthan (4 times).

➢ Delivered a guest lecture on " Grammar' at Kendriya Hindi Sansthan.

➢ Translated one real estate book, Birth certificate.

➢ Involved in various translation works.

➢ Involved in various proof reading works.

➢ Presented Paper on Hindi Diwas.

➢ Involved in College Magazine Himchetana.

➢ Evaluation of Degree and PG papers.

Department of Sanskrit :

Dr. Muktavani, Head :

➢ Research supervisor to guide the Ph.D. Research Scholars under the special field mentioned below : Area of Specialization : Vyakarana and Vedic Studies.

➢ Member of BOS(U.G. & P.G.) in the Department of Sanskrit, Osmania University.

➢ Conducted Guest Lecture : Topic : 'Science in Sanskrit Literature' on 22nd January 2015. Dr. Anupama, a Research Scholar, University of Hyderabad delivered lecture on the topic.

➢ Attended election duty for Parliament, Assembly, Municipal Elections for last 15 years.

- Appointed as observer for TSPSC Exams.

- Member of Board of Studies [U.G & P.G] in the Department of Sanskrit, Osmania University for the academic year 2006-07 and 2015-16.

- On 22nd January 2015, Dr. Anupama, a Research scholar associated with University of Hyderabad, delivered a lecture on 'Science in Sanskrit literature' organization Department of Sanskrit in Hindi Mahavidyalaya.

Department of Political Science :
Dr. Surabhi Tiwari :
- Published a Book on "Prachin Bharat Mein Kalyankari Jantantra", Publisher Milind Prakashan based on Political science.

Department of Business Administration :

S.No:	List of Authors	Title of the Paper	Journal Name	Year of Publication	ISBN/ ISSN/ Impact Factor
1	Dr. K. Uma	Impact of culture in International Marketing	International Conference/ Journal, Dept. of Commerce, Osmania University	05-03-14	--
2	Dr. K. Uma	Recent Trends in Management, Commerce and IT	National Conference	29-01-15	--
3	Dr. K. Uma	Social Marketing	Journal, Business Vision	Sep-2015	--
4	Dr. K. Uma	Ambush marketing	Journal, Business Vision	Dec-2015	--
5	Dr. K. Uma	360 degrees of Marketing Communication/ Strategic Challenges & Impact	National Conference, IPE	22nd & 23rd Oct, 2016	--
6	Mrs. Preethi Sarda	Implementation of HRIS and their impact on employee	International Journal of Research and development	Feb, 2015	2279-0438

		retention and effectiveness			
7	Mrs. Preethi Sarda	A Study of stress management among the employees of ozone Hospitals of Hyderabad	International Journal of Modern trends in engineering and research	April, 2015	ISSN(online): 2349 9745 and ISSN(print): 2393 8161/ 1.711
8	Mrs. Preethi Sarda	Impact of mergers and acquisition on Human resource practices in India	International Research Journal printing area	May,2015	2394-5303
9	Mrs. Preethi Sarda	A Study on the Effectiveness of Talent Management in Kesoram Cements Ltd	Pacific Business Review International Journal	June, 2015	0974 438X/ 1.064
10	Mrs. Preethi Sarda	Cyber frauds in Banking Sector	Kshatriya Journal of Management Research	June 2015	ISSN 2394 286X
11	Mrs. Preethi Sarda	Impact of Technology on Employee Engagement-Case Yes Bank	International Journal of management and social science research review	Jan, 2016	ISSN 2349 – 6738 (Print), ISSN -2349-6746 (Online)/ 3.029
12	Ms. Asiya Sultana	Population Growth in India and its impact on economic development	International Research Journal Vidhyawarta	Sept, 2015	ISSN 2319 9318
13	Mrs. P Srilatha	A Study on the Effectiveness of Talent Management in Kesoram Cements Ltd	Pacific Business Review International Journal	June, 2015	0974 438X/ 1.064
14	Mrs. P Srilatha	A Competency Model for Effective Training in Bancassurance'	International Journal of Management, IT and Engineering	June 2015	ISSN 2249-0558
15	Mrs. P Srilatha	Cyber frauds in Indian Banking Sector	Kshatriya Journal of Management Research	June 2015	ISSN 2394 286X
16	Mrs. P Srilatha	Life Insurance Inclusion in United Andhra Pradesh and Scope for Bancassurance Channel in India'	Research Link (An International, Registered & Referred Monthly Journal)	June, 2015	ISSN - 0973-1628 / Impact Factor - 2014 - 1.8007

17	Mrs. P Srilatha	A Study on Prospects of FDI in Insurance and Bancassurance In India'	Economic Challenger, An International Journal	July-September 2015	ISSN - 0975-1351, No.:17, Vol.68
18	Mrs. P Srilatha	Household Savings in India - A Catalyst for the Growth of Bancassurance Channel'	Life Insurance Today, The First Exclusive Monthly Journal on Life Insurance in India	August 2015	Vol. XI, No.5 , ISSN - 0973-4813
19	Mrs. P Srilatha	Bancassurance in India – Issues and Challenges	ISBN Publication - A.V. College Post Graduate Centre – National Conference – Published	December 4-5, 2015	ISBN 978-93-85506-01-7

Department of B.Vocational : Hospitality & Tourism Administration :

1) Dr. Ravi Kumar Nanduri, Head

- ➢ Research Paper Published in South Indian History Congress.
- ➢ Research Paper Published in Osmania University Department of History.
- ➢ Participated in a Seminar on 34th annual session of the South Indian History Congress was held under the auspices of Department of History, A.V.V.M. Sri Pushpam College(Autonomous), Poondi, Thanjavur – 613503, Tamilnadu, during 28th February 2014.
- ➢ Participated in the 38th session of the Andhra Pradesh History Congress (APHC), held at Tirupati on 4th and 5th of January 2014.
- ➢ Participated in a Seminar on 35th South Indian History Congress 2015, Kakatiya University, Warangal from 15th to 17th February 2015.

4) No. of faculty from the Institution who are Ph.D. Guides   : **04**
   and students registers under them

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

- ❖ Purchased CD's for all departments and Audio Visual classes conducted
- ❖ Latest reference books relevant to the syllabus, Modern technology and Computer Science are procured regularly to update the knowledge of the students of Hindi Mahavidyalaya.
- ❖ Guest Lecturers , Seminars and workshops were conducted.
- ❖ Spoken English classes are conducted .
- ❖ Spoken Sanskrit course is conducted to promote Sanskrit language.
- ❖ Many short term courses like computer skills and beautician course are conducted.
- ❖ Special programmes like remedial teaching, tutorials to marginalized sections of society conducted.
- ❖ Special programmes for differently abled students conducted.

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

     198 DAYS

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

     U.G. –Single Evaluation
     (Semester Based System)

     P.G – Double Evaluation

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

     All the faculty members of the concerned
     departments   are involved in curriculum
     revision/syllabus development   as member of
     Board of Study in addition to having University
     representatives and   faculties from other
     colleges.

2.10 Average percentage of attendance of students

     75%

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.Com(General)	32	31%	44%	25%	0%	100%
B.A.	26	27%	36%	36%	0%	85%
B.B.A.	04	75%	25%	0%	0%	100%
M.A.(Hindi)	04	0%	100%	0%	0%	3%

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

   a) Procurement of books, Journals, Magazines, CD's and other Learning Resources.
   b) Upgrading the lab facilities.
   c) Introducing new technology like Smart boards, Projectors etc.
   d) A/c. Auditorium and a Seminar with state of art is used for Guest lectures and seminars.
   e) Academic Softwares are updated as per the requirement.
   f) Continuous evaluation during implementation of Autonomy Innovative Teaching Learning
      Methods with more emphasis on learners centric activities.
   g) Academically weak students are given special attention.
   h) Academic packages to students in all subjects free of cost.
   i) To meet the market requirement students are given training in Banks, Insurance companies,
      Hotels. Travel agencies.
   j) Career Guidance programmes are conducted to the Students and are the outgoing students are
      prepared for facing the Job interviews.

 2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	NIL
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	All the faculty members are sent for faculty exchange programmes, staff training, workshops conducted by the university and other institutions.
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	NIL

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	0	31	NIL	11
Technical Staff	0	04	NIL	01

Criterion – III

3. Research, Consultancy and Extension

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

All the Teaching Staff members are advised :

To take up Major/ Minor projects and Research Activities.

All the Teaching Staff members are participate/Present Papers and conducted Workshops/ Seminars/ Symposia/ Conferences.

Conducted Guest lectures/ Extension Lectures.

Teaching staff of different departments attend various orientation Programmes/ Refresher Courses and other Faculty Development Programmes.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

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

3.4   Details on research publications

	International	National	Others
Peer Review Journals	NIL	NIL	NIL
Non-Peer Review Journals	NIL	NIL	NIL
e-Journals	NIL	NIL	NIL
Conference proceedings	NIL	NIL	NIL

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	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects *(other than compulsory by the University)*	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
Total	NIL	NIL	NIL	NIL

3.7 No. of books published   **: Details are enclosed in Annexure II**

 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 [-]

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.11 No. of conferences organized by the Institution

3.12 No. of faculty served as experts, chairpersons or resource persons | 05 |

3.13 No. of collaborations   International | - | National | - |

Any other | - |

3.14 No. of linkages created during this year | NIL |

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

From Funding agency   From Management of University/College | Nil |

Total | NIl |

3.16 No. of patents received this year

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

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
01	-	-	-	Ph.D. Degree	-	-

3.18 No. of faculty from the Institution
      who are Ph. D. Guides | 04 |
      and students registered under them | |

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

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

JRF [Nil]   SRF [Nil]   Project Fellows [Nil]   Any other [Nil]

3.21 No. of students Participated in NSS events: University level [NA]   State level [NA]

National level [Nil]   International level [Nil]

3.22 No. of students participated in NCC events:

University level [-]   State level [-]

National level [12]   International level [-]

Others [06]

> Srikanth Panchal participated in the National Camp, Deepugarg in October 2014.
> Gopal Vishwakarma participated in the National Camp, Dispur in October 2014.
> K. Laxman,Swetha Kumari, Vinod participated in Local Independence Day Parade.
> Sudhir Singh, Praveen Panchal participated in the National Camp, in October 2014.
> Srikanth Panchal , Abhigyan Utsav,Sourabh, Bhaputra, Karunakar Participated in Army ttachment Camp in November 2014.
> V.Ramesh, K.Laxman, Swetha Kumari Participated in Local Republic Day Parade.
> K.Sikander participated in Republic Day Camp, New Delhi.
> K.Sikander participated in P.M. Rally on the occasion of Republic Day at New Delhi.
> K.Laxman, Rahul Kumar Singh attended Trecking Camp, at Uttar Pradesh, in September 2014.

3.23 No. of Awards won in NSS:

University level [Nil]   State level [Nil]

National level [Nil]   International level [Nil]

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 :
> Independence Day was Celebrated .
> Hindi Diwas was celebrated on 15th September 2014.

- ➤ Republic Day was celebrated
- ➤ Alumni meet was conducted.
- ➤ Voters Day was celebrated.
- ➤ **Annual Day** was celebrated.

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	3acres	Nil	Management	3 acres
Class rooms	14	-	-	-
Laboratories	09(Physics, Chemistry, Computer, English, Commerce, Bio technology, Biochemistry, Microbiology)	-	-	-
Seminar Halls	01 Auditorium (with 400 capacity) 01 Seminar Hall (with 100 capacity)	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		- Computers - Printer - Exam Branch S/w - Computers -Chemicals and Lab equipment for B.Sc. Labs.	Management & Autonomy Fund	
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	1 Principal Room 3 Staff Rooms 1 Director Room 1 Management	-	-	-

		Rooms				
		1 Ladies Room				
		2 Big Examination Halls				
		1 fully equipped Examination Controller Room				
		Girls Hostel to accommodate 75 to 100 students				

4.2 Computerization of administration and library :

> Computerization of Library is under process.
>
> All the systems of the Administrative staff, Library are in LAN. All the Systems in the computer Lab are in LAN and have Internet Facility.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	34601	24,84,643.63	1135	350304	-	-
Reference Books					-	-
e-Books	-	-	4	5210	-	-
Journals	-	-	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	31	3556	-	-	31	3556
Others	-	-	-	-	-	-
Magazines	-	-	19	11479	-	-

   * LIBMAN SOFTWARE is used in the library.

4.4 Technology upgradation (overall)

	Total Computers	Computers Lab	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	Lab = 60 Other = 12 <u>72</u>	60	72	-	-	8	-	4
Added	35	35	-	-	-	-	-	-
Total	107	95	72	-	-	8	-	4

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

- 35 computers purchased.
- LAN is extended .
- Internet service is extended .
- Generator is Purchased.
- 3 Smart boards are Purchased.
- 2 Projectors are purchased.
- 8 A/Cs. are Purchased.
- 1 Amplifier is purchased.
- Computer training is given to UG I & II year students.

4.6 Amount spent on maintenance in lakhs :

   i) ICT

   1647952

   ii) Campus Infrastructure and facilities

   6337707

   iii) Equipments

   1964794

   iv) Others

   Library Books - 342858
 Furniture -442451

   Total :

   10735762

Criterion – V
5. Student Support and Progression

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

- ➢ Students are taken to attend Traffic awareness Programme conducted by Police Department.
- ➢ They are allowed to participate in awareness programmes like Anti ragging, Clean And Green, Health and Hygiene.
- ➢ NCC students attended various camps.
- ➢ Students participated in Independence and Republic Day events.

5.2 Efforts made by the institution for tracking the progression :

- ➢ Students are provided with various facilities by providing latest Learning Sources – Smart Classes, Projectors, Public Address system, CD's in Concerned subjects.
- ➢ Weak students are given special attention.
- ➢ Spoken English classes are conducted
- ➢ Guest Lectures, Extension Lectures and seminars are conducted on latest topics by inviting industry Experts.
- ➢ Many Add on programmes are conducted to update the students to reach the Industry requirement.
- ➢ Well Equipped Labs are made available.
- ➢ Enriched Library with latest curriculum books and books and magazines for competitive exams.
- ➢ Vast Ground is Provided.
- ➢ GYM is Provided.
- ➢ Girls Hostel is Provided.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
159	19	-	-

(b) No. of students outside the state

UG- 09
PG -01

(c) No. of international students

-

Men

No.	%
UG –85	53.5
PG - 11	57.8

Women

No.	%
UG – 74	46.5
PG - 08	42.2

	Last Year(2013-2014)							This Year(2014-2015)						
Course	General	SC	ST	OBC	Minority	Physically Challenged	Total	General	SC	ST	OBC	Minority	Physically Challenged	Total
UG	93	13	05	43	3	0	157	97	14	06	39	03	01	159
PG	09	0	01	05	01	0	16	09	03	02	02	0	0	19

Demand ratio

Sl. No.	Name of the Programme	2014-15
1	B.A.	1:1
2	B.Com.	1:1
3	B.B.A.	1:1
4.	M.A.(Hindi)	1:1

Dropout

Name of the Programme	I	II	III
B.Com.	0	3	2
B.A.	0	1	0
B.B.A.	0	0	NA
M.A.(Hindi)	6	1	NA

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

Students are given Careeer Guidance by the faculty and books and library facility is made available. Many competitive Exam Books, Material, General Knowledge books, Current affairs, Journals, New papers in different languages are made available in the Library.

Internet Facility is provided to all the systems.

5.5 No. of students qualified in these examinations

NET `5%`   SET/SLET `-`   GATE `-`   CAT `-`

IAS/IPS etc `-`   State PSC `-`   UPSC `-`   Others `50% of the pursue PG courses`

5.6 Details of student counselling and career guidance :

❖ Placement cell established in Hindi Mahavidyalaya

No. of students benefitted | Supported is provided to all the students to get placement from the teachers, Management and the Alumni.

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

5.8 Details of gender sensitization programmes :

> ➤ Plans to introduce Gender Sensitization as an Inter Disciplinary Course.
> ➤ The Department of Police conducted a sensitization programme on 21st February 2015 for the students of Hindi Mahavidyalaya. The students were informed about 'SHE Team' that was recently constituted to tackle the problems of eve teasing. Five police officers delivered short speeches to enlighten the students.

5.9 Students Activities :

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

State/ University level | 3 | National level | 1 | International level | - |

No. of students participated in cultural events

State/ University level | - | National level | - | International level | - |

- ❖ One student of Hindi Mahavidyalaya participated in the South zone Inter University Tournament for Handball (men) held at Periar University (Salem).
- ❖ One student of Hindi Mahavidyalaya participated in I Senior National Target ball championship organized by Uttarakhand State Target ball Association at Dehradun.
- ❖ Two students of Hindi Mahavidyalaya participated in Intercollegiate Tournament for Handball conducted by osmania University and secured III place.
- ❖ The students of Hindi Mahavidyalaya participated in Literary and Cultural events/competitions conducted by other college and won prizes.
- ❖ The students participated in Essay writing, Elocution, college competitions and sports related events conducted by Siddhartha group of institutions
- ❖ The students participated in the Andhra Pradesh Government sponsored   Essay competition and won I, II and III .prizes.
- ❖ The students of Hindi Mahavidyalaya participated in the event 'Run for nation' event.
- ❖ The students participated in the Essay writing competition sponsored and organized by State Bank of Hyderabad and won I, II and III cash prizes.

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

Sports : State/ University level | 2 | National level | 1 | International level | - |

Cultural: State/ University level | - | National level | - | International level | - |

5.10 Scholarships and Financial Support for the academic year 2016-17

S. No.	Details of financial aid	No. of students benefited	Amount Disbursed
1	Govt. of T.S. S.C. Scholarship	06	14,000
2	Govt. of T.S .S.T. Scholarship	01	04,000
3	Govt. of T.S. B.C. Scholarship	22	07,649
4	Minority	03	08,500
5	Pannalal Pitti Trust, Hyderabad	11	06,000
6	Kshatriya Rajput Trust Hyderabad	Nil	Nil

5.11   Student organised / initiatives

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

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

➢ The students participate in the activities conducted by the college at various levels such as conducting the programmes, presenting papers in seminars at college level, maintain the discipline during the programmes, tree plantation , clean and green programme, stage decoration, anchoring, traffic control activity.

5.12   No. of social initiatives undertaken by the students   [4]
   ❖ Blood donation camps
   ❖ Health Services by conducting Eye check up programmes
   ❖ AIDS awareness programmes
   ❖ Anti dowry campaign
   ❖ Clean & Green programmes
   ❖ Tree Plantation
   ❖ Participated in Traffic awareness Programme.

5.13 Major grievances of students (if any) redressed
   ➢ A Supportive and active grievance redressal cell is maintained where all the students are given support, advises for different financial, family, subject related and other problems.
   ➢ Girls students are given special attention and immediate action is taken towards the problems faced by them in the college or Hostel.
   ➢ As the no. of students are less, there is one to one communication between the student and the teacher, immediate action is provided for any type of grievance.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

OUR VISION

Keeping in view our social and ethical responsibility towards the nation, we intend to provide education and courses related to Humanities, Science, Commerce and latest Technology to students hailing from different sections of the society, charging reasonable fees within the reach of common man. We wish to provide inspiring and serene atmosphere for our students to undertake in-depth study of all subjects through Hindi and English medium with equal involvement in extra curricular activities and other streams of life for their all-round development bringing laurels to our institution thereby establishing our image as a unique university not only in India but all over the world, that

OUR MISSION

➢ To become Hindi University by 2020.
➢ To enhance the strength of the students to satisfactory level by 2020.
➢ All round development of students by imparting quality education and providing improved and innovative methods of Teaching.

➢ To Strengthen the placement cell and coordinate with various industries, P. S. U. 's, Banks and other organizations for campus recruitments.

➢ To set up counselling cell.
➢ To introduce various relevant and new courses related to Knowledge, Science and Technology.

➢ To participate and represent Hindi Mahavidyalaya at regional and national level tournaments and competitions to win medals and awards in various sports and academic events suitable environment and greenery in the campus.

➢ Complete automation of office and adopting new techniques and methods in maintenance of accounts etc.

➢ To make each & every year memorable on account of it's remarkable achievements.

6.2 Does the Institution has a management Information System

Yes
• All the Students personal and academic information is maintained in a special software.
•Library Computerisation is in progress .
•Details of Students Results, Achievements are well maintained.

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

6.3.1 Curriculum Development

I. CURRICULAR ASPECTS :

   a) Value added programmes – Indian constitution, Personality Development, Health - Hygiene and Physical Care, Computer Skills, Spoken English etc.
   b) Foundation subjects at UG level.
   c) Inter disciplinary approach.
   d) The college procures relevant CDs etc., for all departments and Audio Visual classes are conducted as and when required.
   e) Modern teaching aids/methods - Projectors, Power Point Presentation are adopted .
   f) Latest reference books relevant to the syllabus, Modern technology and Computer Science are procured regularly to update the knowledge of the students of Hindi Mahavidyalaya.
   g) Spoken English, Spoken Sanskrit, Computer training is provided to the students.

6.3.2 Teaching and Learning

   a) Continuous evaluation during implementation of Autonomy Innovative Teaching Learning Methods with more emphasis on learners centric activities.
   b) Study projects by under Graduate and Post Graduate students.
   c) Academic packages to students in all subjects free of cost.
   d) Class Notes are given to the students.
   e) Remedial coaching is given to academically weak students.
   f) ICT facilities are used for teaching.
   g) Guest Lectures are conducted as and when required.

6.3.3 Examination and Evaluation

   ❖ Exam Branch was set up exclusively for Autonomous courses being run in the college. It is equipped with necessary infrastructure & S/W. Required qualified staff was appointed. All the internal assessment and semester exams (Theory & Practical) were conducted successfully and results were announced for degree I year courses.
   ❖ Online CBT in English for 30 marks each continued for Degree 1st & 2nd year classes, more no. of papers introduced in Dept. of Commerce as Practical Examination involving the use of computers.

6.3.4 Research and Development

   ❖ The Department of Hindi , the P.G. Centre, Department of Political Science ,Department of Sanskrit, Department of Business Administration and B.Vocational Department have been very proactive in the research field.
   ❖ a) Compilation of papers presented at National Seminars and Workshops by the faculty members.

6.3.5 Library, ICT and Physical Infrastructure / Instrumentation

- ❖ Computerisation is in progress.
- ❖ Reading/Reference material collected from various Journals is maintained.
- ❖ In the academic year 2014-15, 1135 books worth Rs.3,50,305/- .have been purchased for all the departments according to their requirements.
- ❖ UGC Grants meant exclusively for Library has been utilized.
- ❖ Library hours extended in the morning and evening for the convenience of the students.
- ❖ Library facility has been made accessible to Research scholars, Degree and PG students of other colleges, Universities, Girls hostel in the campus etc.,
- ❖ A latest software for the library 'LIBMAN' has been procured in the month of February 2015.
- ❖ **18** magazines and **04** .Journals were subscribed in the academic year 2014-15. The total amount spent for books is Rs.3,50,305/- and for Journals is Rs.7615/-. Amount spent on Magazines is 11,479/-.
- ❖ Titles of the magazines subscribed for the library: India Today (Hindi and English), Employment news, Business world, Sports star, University news. Economic and Political weekly, The week, Outlook, Science reporter, Bhaswar Bharat, Business India, Yojanaa, Kurukshetra, Vartman Sahitya, Pratiyogita darpan, Madhumati, Hans, Alaav, Competition success, and Sarita.
- ❖ ARROW software being used by Exam Branch to process and generate Exam results, Issue of Marks memo, Certificates etc.,
- ❖ Office administration is completely automated as per UGC, University and Government norms.
- ❖ 30 Computers have been purchased
- ❖ Computer Furniture purchased.
- ❖ The existing Computer Lab is being redesigned and renovated with modern facilities and necessities.
- ❖ Xerox Machine purchased exclusively for Exam Branch.
- ❖ The college offers conventional courses taught through Hindi medium. Any thing related to latest Technology and Electronic Teaching aid is made available in the college for the students.
- ❖ Smart Boards purchased.
- ❖ Follow up of student's charter of NAAC, Bangalore.
- ❖ Effective functioning of grievance redressal mechanism – students and staff.
- ❖ Feedback from students – follow up action.
- ❖ Career counseling
- ❖ Career development programs for the students

6.3.6 Human Resource Management

- • Workload of teaching and Non-teaching staff is examined and necessary steps are taken to recruit the required staff by the management.

- • Details of teaching and Non-teaching staff working and vacant position of aided posts are sent to the concerned government departments and University.

6.3.7   Faculty and Staff recruitment

❖ The following are the details of teachers and officers recruited in the academic Year 2015-16

S. No.	Name & Designation	Year of Recruitment
1	Miss Asia Sultana	2014
2	Shri Pawan	2014
3	Shri Madhusudan	2014
4	Mrs. Archana Pandey	2014
5	Mrs. Sarita Mantri	2014
6	Mrs. Priyanka Sharma	2014
7	Miss Monika Devi	2014
8	Shri Anand S	2014

Non-Teaching		
1	Dr. Ravi Kumar	2014
2	Smt. Rajyalakshmi	2014

6.3.8   Industry Interaction / Collaboration

❖ All the faculty members are in constant touch with faculty members of their respective departments of Osmania University, Hyderabad.
❖ Faculty members of the department of Hindi, English, & Political Science, History. Commerce are in constant touch with Andhra Mahila Sabha (Autonomous) College, Hyderabad., R.G. Kedia College, Hyderabad, St. Francis Xavier College, Reddy Women's College, Koti Women's College, Government Degree College, Begumpet, Nizam Colllege, Hyderabad.

6.3.9   Admission of Students

- Degree admissions are made by following the rules framed by Osmania University.
- Admission are taken into PG through Osmania University P.G. Counselling.

6.4 Welfare schemes for

Teaching	• PF and ESI . • Study leave is provided.
Non teaching	• The office staff encouraged to undergo office related training programs to enhance their efficiency and awareness.

Students	• Follow up of student's charter of NAAC, Bangalore.
	• Effective functioning of grievance redressal mechanism – students and staff.
	• Feedback from students – follow up action.
	• Career counselling
	• Active placement cell
	• Special attention is given to the weak students.
	• Internet connection for all the system.
	• English CBT Lab is provided .
	• Spoken English course conducted.
	• Computer Training Courses are conducted and certificates are given to the students.
	• Good number of books for reference, competitive exams, Journals, Magazines.
	• Promoting Inter college competitions.
	• NCC
	• Excellent Sports & GYM.
	• Guest lectures and Extension lectures are conducted by different departments.
	• Fee concession to economically poor, meritorious students and Sports achievers. Freeship for students from hindi medium institutions. Scholarships facility is also provided.

6.5 Total corpus fund generated   No

6.6 Whether annual financial audit has been done   Yes √   No -

Statutory Audit is done upto – 2013-14, Govt, Audit is done upto 2011-12

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	NA	NA
Administrative	Yes	Commissioner of Collegiate Education	NA	NA

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?

- The college has been taking advices from University and various Autonomous colleges for the necessary information and support.
- Examination committee is formed.
- Exam Branch is Established.
- Examination Software is purchased.
- All the subject results are ratified by the Board of studies.
- Controller of Examination is appointed.
- Exam branch of Hindi Mahavidyalaya is exclusively equipped with all the accessories, softwares and other technical requirements. After PG college was declared autonomous, an additional software was procured and the controller of exams was guided and trained by experts to handle the new software.
- Online CBT in English for 30 marks each continued for Degree 1st & 2nd year classes. Knowledge of Computers made compulsory by Dept. of Commerce as Practical Examination involves the use of computers.

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

- ➢ Time to Time Cooperation and support is provided by the different department officials of University for promoting Autonomy.
- ➢ University members support in deputing BOS Chairpersons of different department, approval of syllabus, conducting of Academic council and Governing Body meeting and sharing their valuable suggestions .
- ➢ Supporting and Sanctioning new courses.
- ➢ Supporting UG and PG Admissions.
- ➢ Providing Support in examination related guidance.

6.11 Activities and support from the Alumni Association

- ❖ Remarkable support is received from Alumni of the college in terms of inspiration and encouragement to the new generation, their placements and moral support.

6.12 Activities and support from the Parent – Teacher Association

- ❖ No formal Parent – Teacher Association is constituted. Parents are called at the time of admissions and under specific circumstances.

6.13 Development programmes for support staff

- Lecturers are given opportunity to attend Refresher, orientation programmes, Seminars, Workshops to update their knowledge.
- The lecturers working in Hindi Mahavidyalaya are deputed to participate in the seminars, workshops etc., conducted by other colleges and Universities for the updation of their knowledge.

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

- Tree Plantation program was organized on the occasion of World Environment Day.
- Instructions to students of less use of plastic and to plant more number of trees.
- Students and staff are instructed to save water and electricity.

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.

- Fee Concession given to economically poor, to student from Hindi medium schools, sport achievers.
- Stocked books.
- Efficient & dedicated staff.
- Spacious infrastructure.
- Ventilated class rooms.
- Well equipped labs.
- Computer Lab with internet facility to all the system.
- Vast Play ground.
- Good Sports Facilities.
- Girls Hostel with capacity to accommodate 100 students
- Boys Hostel Under construction to accommodate 25 boys.
- A/c. Auditorium with 400 seating capacity state of Art facility.
- Spoken English classes are conducted.
- Spoken Sanskrit classes are conducted.
- On Job training for students.
- Organizing guest lectures for students.
- Sahajyoga Classes are conducted every Saturday Evening from 6PM. onwards.
- Organizing and also sending students to participate inter college competitions
- Selfless and supportive management.
- Special assistance is provided for Disabled students, Lift is provided for them.
- Remedial coaching is given to academically poor students.
- ESI & EPF contribution is provided to the staff.
- New courses are introduced.
- Skill oriented courses are introduced .
- Donations to Ekal Vidyalaya.
- Donations to Hindi medium Schools.
- Shelter is provided in the college during Calamities.
- College provides Polling booth during various Elections.
- College provides accommodation for people during floods.

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

- ➤ the year 2015-16.
- ➤ Environmental Science, Indian Heritage and Culture, Science and Civilization, Human values and Ethical education, Computer Skills and Spoken English course were taught to all the students. Except Spoken English course, all other courses mentioned above are mandatory and the marks secured by the students reflect in their memorandum of marks.
- ➤ 'Beautician Course' for a duration of three months, for the girls of Hindi Mahavidyalaya was inaugurated.
- ➤ A course of 60 classes on 'Personality Development' was started for the senior students of Hindi Mahavidyalaya. The college collaborated with a reputed institution 'Emerge Training School' to conduct this course.
- ➤ Feedback from students was reviewed.
- ➤ To start new Skill based programmes at vocational level was discussed .
- ➤ Performance of the teachers are reviewed and necessary measures are taken to improve the academic ambience of the institution. Teachers are encouraged to attend/ present papers or conduct various Seminars/ conferences/ Symposia/workshops. They are also encouraged to attend Refresher and orientation courses. Also teachers are advised to send proposals for Minor/ Major Research Projects in the academic year 2015-16. But no minor/major projects were taken up during 2015-16
- ➤ SWOT analysis applied & add on courses& remedial coaching started.
- ➤ Teaching plans are well maintained and they are reviewed by conducting meetings with various departments as and when required.
- ➤ Faculty members of the department of Hindi, English, & Political Science, History. Commerce are in constant touch with Andhra Mahila Sabha (Autonomous) College, Hyderabad., R.G. Kedia College, Hyderabad, St. Francis Xavier College, Reddy Women's College, Koti Women's College, Government Degree College, Begumpet, Nizam Colllege, Hyderabad.
- ➤ UGC grants received as per norms.
- ➤ Coordinator, UGC Funds Implementation Committee prepared proposals for financial assistance & submitted to UGC, SERO, Hyd.
- ➤ A meeting is held with the Library committee and the needs of the library are discussed and the budget for the library requirements was sanctioned to purchase more number of books, update library s/w. and other material.
- ➤ Reading/Reference material collected from various Journals is maintained.
- ➤ In the academic year 2014-15, 1135 books worth Rs.3,50,305/- .have been purchased for all the departments according to their requirements.
- ➤ UGC Grants meant exclusively for Library has been utilized.
- ➤ Library hours extended in the morning and evening for the convenience of the students.
- ➤ Library facility has been made accessible to Research scholars, Degree and PG students of other colleges, Universities, Girls hostel in the campus etc.,
- ➤ A latest software for the library 'LIBMAN' has been procured in the month of February 2015
- ➤ **18** magazines and **04** .Journals were subscribed in the academic year 2014-15. The total amount spent for books is Rs.3,50,305/- and for Journals is Rs.7615/-. Amount spent on Magazines is 11,479/-
- ➤ Titles of the magazines subscribed for the library: India Today (Hindi and English), Employment news, Business world, Sports star, University news. Economic and Political

weekly, The week, Outlook, Science reporter, Bhaswar Bharat, Business India, Yojanaa, Kurukshetra, Vartman Sahitya, Pratiyogita darpan, Madhumati, Hans, Alaav, Competition success, and Sarita.

➤ Performance of the teachers are reviewed and necessary measures are taken to improve the academic ambience of the institution. Teachers are encouraged to attend/ present papers or conduct various Seminars/ conferences/ Symposia/workshops. They are also encouraged to attend Refresher and orientation courses. Also teachers are advised to send proposals for Minor/ Major Research Projects in the academic year 2014-15. But no minor/major projects were taken up during 2014-15

➤ Teaching plans are well maintained and they are reviewed by conducting meetings with various departments as and when required.

➤ SWOT analysis applied & add on courses& remedial coaching started.

➤ Monthly meetings of faculties with Principal & All the faculty members are in constant touch with faculty members of their respective departments of Osmania University, Hyderabad.

➤ Students are provided with class notes for each subjects.

➤ Faculty members of the department of Hindi, English, & Political Science, History. Commerce are in constant touch with Andhra Mahila Sabha (Autonomous) College, Hyderabad., R.G. Kedia College, Hyderabad, St. Francis Xavier College, Reddy Women's College, Koti Women's College, Government Degree College, Begumpet, Nizam Colllege, Hyderabad.

➤ UGC grants received as per norms.

➤ Coordinator, UGC Funds Implementation Committee prepared proposals for financial assistance & submitted to UGC, SERO, Hyd.

➤ A meeting is held with the Library committee and the needs of the library are discussed and the budget for the library requirements was sanctioned to purchase more number of books, update library s/w. and other material.

➤ Performance of the teachers are reviewed and necessary measured are taken.

➤ Teaching Plans are well maintained. Linkages and MOU's are established.

➤ Organised Seminars, Workshops, Guest/Extension lectures and awareness programmes by the concerned departments.

➤ Encouraged and Motivated students to participate in Intercollegiate Competitions, quiz, Debate, Sports, NCC activities etc.

➤ Organised Health Camps.

➤ Examination Software is purchased.

➤ Almanac was prepared and all the internal & Semester exams are scheduled.

➤ Given fee concessions to the Meritorious students and also for students from rural areas, Hindi medium institutions, Economically poor background.

➤ Extended the infrastructural facilities like Classrooms, Labs, Books etc. for the new courses.

➤ Encouraged Innovative Teaching and Learning methods.

➤ Conducted awareness programmes on Health and Hygiene, Traffic awareness, Career opportunities, Clean and Green etc.

➤ Conducted Dental and Health Checkup for the students.

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

I. CURRICULAR ASPECTS :
   a) Value added programmes –   Personality Development, Health - Hygiene and Physical Care, Computer Skills, Spoken English etc.
   b) Foundation subjects at UG level.
   c) Inter disciplinary approach.

II. TEACHING – LEARNING AND EVALUATION
   a) Continuous evaluation during implementation of Autonomy Innovative Teaching Learning Methods with more emphasis on learners centric activities.
   b) Study projects by under Graduate and Post Graduate students.
   c) Academic packages to students in all subjects free of cost.

III. RESEARCH, CONSULTANCY AND EXTENSION
   a) Compilation of papers presented at National Seminars and Workshops by the faculty members.

IV. INFRASTRUCTURE AND LEARNING RESOURCES :
   a) Maintenance of more number of folders on various areas.
   b) Offering Abstract and Annotated Bibliography by General library
   c) Imparting training on Fundamentals of computers and Ms- office, Internet for all students, Teaching and Non- teaching staff.
   d) Compilation of important articles from University news, Current science Reporter, Economic and Political weekly.

V) STUDENTS SUPPORT AND PROGRESSION
   a) Follow up of student's charter of NAAC, Bangalore.
   b) Effective functioning of grievance redressal mechanism – students and staff.
   c) Feedback from students – follow up action.
   d) Career counselling.
   e) Career development programs for the students

VI) LEADERSHIP AND GOVERNANCE
   a) International Women's Day celebrated on 8th March 2015.
   b) Teachers Day celebrated on 5th Sept. 2015.
   c) International Environmental Day celebrated.
   d) Special programmes for teaching and Non teaching staff conducted.

VII) INNOVATIONS
   a) Special programmes like remedial teaching, tutorials to marginalized sections of society conducted.
   b) Special programmes for differently disabled students conducted.

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

7.4 Contribution to environmental awareness / protection

> ❖ World Environment Day' was celebrated in the college on 5th June 2015.
> ❖ Tree Plantation was done, Management members, Principal , staff and students participated in the programme on World Environment Day.
> ❖ Clean & Green programmes was conducted

7.5 Whether environmental audit was conducted?   Yes √   No -

Information about the No. of plants and types of plants planted is sent to Higher Education, T.S.

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

> **Strengths**
- Autonomous Status.
- College has :
   -   3 acres land area,
       easy accessibility, adequate number of class rooms
- College is centrally located
- Very close to Osmania University
- A.C. auditorium
- Well equipped Laboratories.
- Qualified and dedicated Faculty.
- Spacious Examination Hall on II floor for conducting all exams
- Lift Facility available
- Library :
   -   Enriched library
- Sports facilities
   -   Cricket Coaching Academy
   -   Gymnasium
   -   Volley ball
   -   Shuttle badminton
   -   Table Tennis
   -   Carroms
   -   Chess
   -   Tennikoit
   -   Track and Field events
   -   Judo
   -   Wrestling
   -   Yoga
   -   Stadium
- Girls Hostel
> **Weakness**
   Hindi Mahavidyalaya is established in the year 1961 with the aim of propagating education at degree and P.G. level through medium of Hindi. As per the new trend the student community is attracted towards courses through English medium which has resulted in decrease in students strength.

> **Opportunities**
  - Our Students are given opportunity to work as lecturers if they acquire the desired Qualification.

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

- ❖ Implementation of Autonomy for degree III year.
- ❖ Plan to start new Add-on courses.
- ❖ To organize extension lectures for all subjects.
- ❖ To apply for minor research projects from UGC.
- ❖ To improve infrastructural facilities in the college.
- ❖ To introduce Hotel Management related courses.
- ❖ To start certificate course on Accountancy & Taxation, Professional Accountancy & Taxation, Dress Designing etc.,
- ❖ To strengthen Placement support.
- ❖ To continue Freeship, fee concession and financial support to the students.
- ❖ To purchase more number of books for the library.
- ❖ To provide more ICT facilities.
- ❖ To introduce many short term courses.
- ❖ To strengthen sports facilities.

Name ____Smt. Jyoti Hastak_____   *Name* ____Smt. Jyoti Hastak_____.

___ _____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

SEMINARS/CONFERENCES/WORKSHOPS/(ATTENDED/ PRESENTED) DURING THE YEAR 2015-16

Department Of English :

Dr. Rajasekhar, Head of the Department :

Department of English :

Dr. Rajasekhar :

➢ A Publication in National Journal dated ISSN 2278-1536 July- September 2015 Volume-04 : Number :03 in PARISHODHAN (Global Research Journal) with Title : From Disenfranchisement to Empowerment in Rama Mehata's " Inside the Haveli" : A brief study.

➢ A Publication in International Journal on studies in English Language and literature, ISSN 2347-3126 (Print). ISSN-3134(online) dated Issue- 09, September2016 Volume – 04 with title "Outcaste : a Memoir" : A study of narrative and Reminisces of 'Narendra Jadhav'

➢ A Publication in Research Journal of English Language and Literature (A peer reviewed International Journal) dated October – December' 2016, ISSN : 2395-2636(P): 2321-3108(E) Volume -o4, Issue-04with Title " Indian Diaspora and its Development : A Brief Study.

Smt. Nalini :

➢ Smt. Nalini, Lecturer in English, attended seminar on **" Gender Sensitization"** conducted by Jawaharlal Nehru Technological University.

➢ Framed English Syllabus for B.Voc. – I & II.

➢ Done Evaluation of Papers for Autonomous Colleges.

➢ Organized Power point presentation as a part of Spoken English for all the U.G. students.

➢ Evaluation of Degree and PG papers.

Department of Hindi

Dr. Prabhakar Tripati

➢ Evaluated more than ten dissertations of M.Phil. and Ph.D. in 2015.

➢ Invited by Central University, Hyderabad as a Subject Expert in a Ph.D. Viva.

➢ Member Secretary of Autonomous Hindi Mahavidyalaya.

➢ Member of Governing Council.

➢ NAAC Coordinator.

➢ IQAC Coordinator.

- ➢ Member of almost all the committees constituted in Hindi Mahavidyalaya.

- ➢ Advisor to so many Educational educations and Socio-cultural organizations.

Dr. Rajani Dhari

- ➢ Delivered a Lecture on functional Hindi and importance of Advertisement at Kendriya Hindi Sansthan (4 times).

- ➢ Delivered a guest lecture on " Grammar' at Kendriya Hindi Sansthan.

- ➢ Translated one real estate book, Birth certificate.

- ➢ Involved in various translation works.

- ➢ Involved in various proof reading works.

- ➢ Presented Paper on Hindi Diwas.

- ➢ Involved in College Magazine Himchetana.

- ➢ Evaluation of Degree and PG papers.

Department of Sanskrit :

Dr. Muktavani, Head of the Department :

- ➢ Research supervisor to guide the Ph.D. Research Scholars under the special field mentioned below : Area of Specialization : Vyakarana and Vedic Studies.

- ➢ Member of BOS(U.G. & P.G.) in the Department of Sanskrit, Osmania University.

- ➢ Conducted Guest Lecture : Topic : 'Science in Sanskrit Literature' on 22nd January 2015. Dr. Anupama, a Research Scholar, University of Hyderabad delivered lecture on the topic.

- ➢ Attended election duty for Parliament, Assembly, Municipal Elections for last 15 years.

- ➢ Appointed as observer for TSPSC Exams.

Department of Political Science :

Dr. Surabhy Tiwari, Head of the Department.

Shri P. Giridhar
- ➢ Takes initiatives for conducting Seminars, Guest Lectures, Extension Lectures, sports and Cultural Activities.
- ➢ Provides administrative support.

HINDI MAHAVIDYALAYA

(AUTONOMOUS)

Affiliated to Osmania University

Nallakunta, Hyderabad-44

Phone no. 040-27616330, Email: info@hindimahavidyalaya.org

ALMANAC   2014 -15

SEMESTER – I

RE-OPENING OF THE COLLEGE AFTER SUMMER VACATION	- 02-06-2014
COMMENCEMENT OF INSTRUCTION FOR SEMESTERS I, III & V	- 03-06-2014
	16 weeks
LAST DATE OF INSTRUCTION FOR SEMESTER I, III & V	- 01-10-2014
1ST INTERNAL ASSESSMENT	- 15-09-2014 onwards
2ND INTERNAL ASSESSMENT	- 25-09-2014 onwards
PRACTICAL EXAMINATIONS (B.Com. ONLY)	- 07-10-2014 TO 14-10-2014
PREPARATORY HOLIDAYS	- 15-10-2014 TO 26-10-2014
REOPEN ON	- 27-10-2014

REGULAR THEORY EXAMINATIONS FOR
I, III & V SEMESTERS   - 29-10-2014 TO 15-11-2014

SEMESTER – II

COMMENCEMENT OF INSTRUCTION FOR SEMESTER
II, IV, VI CLASSES   - 17-11-2014
                                                                        17 weeks
LAST DAY OF INSTRUCTION FOR II, IV & VI SEMESTER   - 12-03-2015

1ST INTERNAL ASSESSMENT   - 05-01-2015 onwards

2ND INTERNAL ASSESSMENT   - 02-02-2015 onwards

PRACTICAL EXAMINATIONS (B.Com. ONLY)   - 16-03-2015 TO 24-03-2015

PREPARATORY HOLIDAY   - 25-03-2014 TO 31-03-2015

REGULAR / BACKLOG THEORY EXAMINATIONS
FOR II, IV & VI SEMESTERS AND SUPPLEMENTARY   - 01-04-2015 TO 23-04-2015
THEORY EXAMINATIONS FOR I , III & V SEMESTERS

SUMMER VACATION   - 24-04-2015 TO 31-05-2015

RE-OPENING OF COLLEGE AFTER SUMMER VACATION   - 01-06-2015

PRINCIPAL