Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) 2015-16
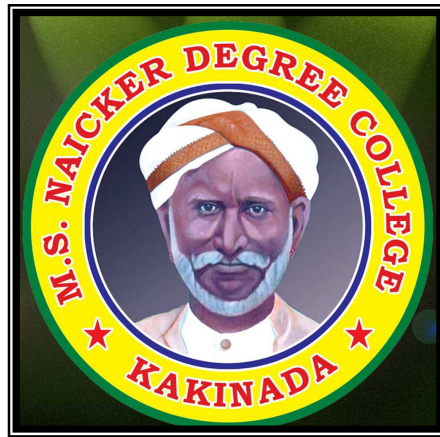

M.S.N. DEGREE COLLEGE, KAKINADA

NAAC – 'B' Grade
Yanam Road, Turangi, Kakinada - 533016.
Phone : 0884 – 2373159 Fax No: 0884 – 2373159

Email for College : msndc_kkd@yahoo.co.in   **Website : www.msndc.in**
Email for IQAC : iqac@msndc.in

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

1. Details of the Institution

1.1 Name of the Institution

> MSN Degree College

1.2 Address Line 1

> Yanam Road

Address Line 2

> Turangi

City/Town

> Kakinada

State

> Andhra Pradesh

Pin Code

> 533016

Institution e-mail address

> msndc_kkd@yahoo.co.in

Contact Nos.

> 0884 - 2373159

Name of the Head of the Institution:

> Sri R. Venkateswara Rao

Tel. No. with STD Code:

> 0884 – 2373159

Mobile: +91 94401 19231

Name of the IQAC Co-ordinator: Dr. Ch.C.S.V.V.Ramana Murthy

Mobile: +91 94400 41519

IQAC e-mail address: msndc.kkd@gmail.com

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

1.4 Website address: www.msndc.in

Web-link of the AQAR: http://www.msndc.in/AQAR201516.pdf

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	71.10	2007	2007-2012
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.6 Date of Establishment of IQAC :   DD/MM/YYYY   01.06.2008

1.7 AQAR for the year   2015-16

1.8 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 2011-12 (DD/MM/YYYY)
  ii. AQAR2012-13(DD/MM/YYYY)
 iii. AQAR2013-14 : 04.08.2014
 iv. AQAR2014-15 : 22.09.2015

1.9 Institutional Status

University   State ✓ Central ☐ Deemed ☐   Private ☐

Affiliated College   Yes ✓ No ☐

Constituent College   ☐ Yes ✓ No

Autonomous college of UGC Yes ☐ No ✓

Regulatory Agency approved Institution Yes ☐ No ✓

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

Type of Institution Co-education ✓ Men ☐ Women ☐

              Urban ☐ Rural ✓ Tribal ☐

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

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

1.10 Type of Faculty/Programme

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

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

  Others (Specify)   .

1.11 Name of the Affiliating University *(for the Colleges)*   Adikavi Nannaya University, Rajamahendravaram

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

Autonomy by State/Central Govt. / University   -

University with Potential for Excellence   -   UGC-CPE   -

DST Star Scheme   -   UGC-CE   -

UGC-Special Assistance Programme   -   DST-F   -

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

UGC-COP Programmes   -

2. IQAC Composition and Activities

2.1 No. of Teachers   05

2.2 No. of Administrative/Technical staff   01

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   01

2.7 No. of Employers/ Industrialists   01

2.8 No. of other External Experts   01

2.9 Total No. of members | 14 |

2.10 No. of IQAC meetings held | 02 |

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

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

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

If yes, mention the amount | - |

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

> Institution Level Academic Audit Cell was constituted and taking monthly quality report from every lecturer.
>
> This practice is prized by the Regional Joint Director of Higher Education in his visit.

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
Following University Academic Calendar	

 * 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

Office Automization is done and Library Automization is done.

Short Term computer course was started.

Jawahar Knowledge Centre (JKC) was started and JKC Lab with Internet Facility.

Career Guidance Cell in functioning effectively and giving coaching for PG CETs and Competitive Examinations.

We taking MOU with Manikireddy Health Care Foundation and another MOU with Practical Accountancy for Commerce.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	3			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate		1		
Others				
Total	3	1		

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	1
Trimester	
Annual	2

1.3 Feedback from stakeholders*   Alumn [✓] Parents [✓] Employers [ ] Student [✓]
   (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.

> **CBCS Syllabus is introduced for the year 2015-16 for First Year 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
11	08	02	-	01

2.2 No. of permanent faculty with Ph.D.

05

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	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

		04

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	8	3
Presented	2	3	1
Resource Persons	2		

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

Using LCD Projectors, Using ICT

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

220

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

| 05 |

as member of Board of Study/Faculty/Curriculum Development workshop

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.A.	28	0%	0%	21%	0%	21%
B.Com	33	0%	12%	33%	0%	45%
B.Sc. (MPC)	9	0%	55%	0%	0%	55%
B.Sc.(CBZ)	6	0%	0%	0%	0%	0%

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

- Motivating the teachers towards implementing new strategies of teaching-learning processes
- Suggestions are sought from the Faculty members during regular staff meetings
- Feedback is collected from the student teachers
- Motivating all the departments to organize national seminars.

2.13 Initiatives undertaken towards faculty development

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

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	06			01
Technical Staff				02

Criterion – III

3. Research, Consultancy and Extension

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

- By sharing the information about the upcoming Conferences, Seminars, and Workshops etc. among the staff.
- To encourage the staff to apply for Minor / Major Projects

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4   Details on research publications

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

3.5 Details on Impact factor of publications:

Range [ ]   Average [ ]   h-index [ ]   Nos. in SCOPU [ ]

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				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research				

projects *(other than compulsory by the University)*				
Any other(Specify)	2	GEF	4.95 Lakhs	4.95 Lakhs
Total	**2**	**GEF**	**4.95 Lakhs**	**4.95 Lakhs**

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-FIS | - |
DPE | - | DBT Scheme/funds | - |

3.9 For colleges   Autonom | - | 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	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons | 01 |

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

3.14 No. of linkages created during this year | 02 |

3.15 Total budget for research for current year in lakhs :

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

Total | - |

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
01	-	-	01	-	-	-

3.18 No. of faculty from the Institution
who are Ph. D. Guides | 3 |
and students registered under them | 4 |

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 | 08 | State level | 03 |

National level | 03 | International lev | - |

3.22 No. of students participated in NCC events:

University level - State level 02

National level 04 International level -

3.23 No. of Awards won in NSS:

University level - State level 01

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 05

NCC 02 NSS 02 Any other -

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

- Social Economic Status Survey, Plantation, Voter ID Cards Appling of our adopted village Mahalakshmi Nagar, Blood Donation Camps in various Places, Blood Grouping, Yoga Training Programes

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	14.86(Acers)	-	-	14.86 (Acers)
Class rooms	09	-	-	09
Laboratories	08	-	-	08
Seminar Halls	-	01	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)		-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

Yes, Office is Completely Automaization

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11579	88675.00	-	-	11579	88675.00
Reference Books	52	8444.00	-	-	52	8444.00
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	51	01	01	-	-	01	08	01
Added	-	-	-	-	-	-	-	-
Total	51	01	01	-	-	01	08	01

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

> Yes, We were conducted a Certificate for Student and also teachers in Fundamentals of Information Technology, Practical Accountancy.

4.6 Amount spent on maintenance in lakhs :

  i)   ICT   -

  ii) Campus Infrastructure and facilities -

  iii) Equipments   -

  iv) Others   -

Total : -

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Through orientation programmes.
- Through student representation in various committees.
- Through information display on website / notice board.
- Through guidance and counseling
- Through Grievance Redressal Cell mechanisms.

5.2 Efforts made by the institution for tracking the progression

- Through informal talks
- Through guidance and counseling
- Through diagnostic testing and remedial teaching
- Through Grievance Redressal Cell (Suggestion / Complaint box)

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
265	-	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

No	%	
190	71.6	Men

No	%	
75	28.4	Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
30	80	01	160	3	271	26	61	3	175	1	265

Demand ratio   Dropout % **7**

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

Relevant books made available in the library

No. of students beneficiaries   265

5.5 No. of students qualified in these examinations

NET -   SET/SLET -   GATE -   CAT -

IAS/IPS etc -   State PSC -   UPSC -   Other -

5.6 Details of student counselling and career guidance

- Through orientation programmes about the structure of Degree, details on theory papers like core papers, method papers and electives.
- Orientation to library resources and other infrastructural resources.
- Special lectures on "better performance in examination"
- Through periodic guidance and counselling
- Through informal talks

No. of students benefitted   120

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

Women Empowerment Cell organized gender sensitization programmes by conducting different activities to enrich the gender sensitization programmes.

5.9 Students Activities

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

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

No. of students participated in cultural events

State/ University level [50]   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	06	18000/-
Financial support from government	159	618850/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

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

Exhibition: State/ University level [01]   National level [-]   International [-]

5.12   No. of social initiatives undertaken by the students [100]

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- The vision of the great donor Sri. Malladi Satyalinga Naciker was to impart free education to the needy and neglected citizens of our society.
- To make them self-reliant in both vocational and academic fields.
- To usher in and egalitation society beyond caste distinction.
- Conduct academic programmes to fulfil the donor's dream of "Education for All"

6.2 Does the Institution has a management Information System

- An administrator deputed by the management who visits the college regularly and collects the information about the college issues and conveys it to the management
- Principal involved periodically in the management meetings.

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

6.3.1 Curriculum Development

- Experts from different fields invited to give lectures related to different

6.3.2 Teaching and Learning

- Team Teaching (For core – course)
- Formative Peer Assessment (For Core – Course)

6.3.3 Examination and Evaluation

- Additional exams are taken apart from that of prescribed by the University for Students' Preparation.

6.3.4 Research and Development

- Research Committee is formed and discussions are held from time to time.
- Faculty motivated to pursue research and publications.
- To encourage all the Lecturers apply Major / Minor Projects
- Eligible Lecturers must be applied FIP

6.3.5 Library, ICT and physical infrastructure / instrumentation

Internet Facility is provided to all department and Library.

6.3.6 Human Resource Management

- Staff sent for various types of training programme and workshopsfor enhancing their competence.
- Work distributed as per qualifications and experience of the staff.
- Incentive given to the staff.

6.3.7 Faculty and Staff recruitment

- All the Guest Faculties must recruited time to time

6.3.8 Industry Interaction / Collaboration

Collaboration with UNDP, EGree Foundation.

MOU with International Tubular F&E.

6.3.9 Admission of Students

As per University Guidelines

6.4 Welfare schemes

Teaching	-
Non teaching	-
Students	Feeding for Poor Students GYM Facility

for

6.5 Total corpus fund generated

6,53,236/-

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	CCE	Yes	College
Administrative	No	-	Yes	LF

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?

-

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

· Books donated by Alumni in the Library.
· Blood grouping activites conducted Alumni

6.12 Activities and support from the Parent – Teacher Association

-

6.13 Development programmes for support staff

- Training Programme.
- Linkages with Support staff of other colleges.

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

- During the Practice Teaching and Internship Programme, students of Environment Education have conducted activities related to Environmental Awareness.
- We are organize Environmental Day on June, 6th

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 involvement of management members
- Taking initiative for introducing need based Certificate courses
- Enhanced collaboration with Companies
- Increased involvement of the stakeholders
- To increase the Career Development Skills to the Students.

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

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

- Mid-day Feeding for Poor Students
- Motivation for Competitive Spirit
- Giving Computer Training to the Administrative Staff

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

7.4 Contribution to environmental awareness / protection

- Environmental Consciousness
- Develop Eco-Club

7.5 Whether environmental audit was conducted?   ✓

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

Strengths

Infrastructure :

Own Building, Land, Furniture, Lab Equipment, Computer Centralized Lab with 30 Computers,

Department having LCD Projectors, All Dept. having Internet Facility, Library

LAND   :   14. 86 acers

Building	:	Own
Others	:	Multi Zim
Student Enrolment	:	51% (intake)
Academic Programs	:	We are conducting Student Seminars, Guest Lectures from

different personalities.

Faculty Strength	:	5 Ph.D., 2 M.Phils, 1 NET
Stake Holder Support	:	Stake holder support is good.

Equitableaccess as majority of

students marginalized sections	:	more than 80%
Academic Achievement	:	46%
Research workdone	:	NIL
Outreach programs liberhood	:	The Community is through NSS done in neighbouring

villages.

Employability Training	:	We are giving employability training Constable, Spoken

English, Current Affairs.

Industrial Linkage if any	:	UNDP for Biology Students

Weakness

Lack if Basic infrastructures like Modernized Class Rooms and Furniture

Learning Resources	:	1. Insufficient Laboratories, Insufficient Library, Lack of e-Learning facilities in Library.
Drop Rate of Students	:	Most of the students belong to Rural Area and below poverty line and hence the dropouts.

Poor Communication Skills in

English	:	1. Due to lack of ICT leaning resources like English language labs.

2. The Students are come from rural background areas

Opportunities:

Increased Enrollment	:	By publishing in the Newspapers, Local TV Channels and distributing the phamplets
Enhancement of Employability	:	By giving coaching student in trust areas.
Arrest of Dropout rates	:	By extending financial support.
Quality Education	:	We are using Visual Aids and giving the remedial coaching etc.,

Scope to evolve as a premier

institution in the area	:	60%

Treats:

We have Multi Zim and all extra facilities but we have no Indore auditorium. Most of the students are coming from Rural areas and uneducated family.

Methodology used for SWOT

01. To improve the quality of education feedback from students regarding teaching of lecturers.
02. Self appraisal from Lecturers

8. Plans of institution for next year

01.	The College plan to introduce some short term Add on Course and Job Oriented Course.
02.	The College plan to introduce PG Courses in Chemistry and Commerce.
03.	The College plan to Develop Centralized Library.
04.	Independent Internet Center for Students be established.
05.	We are planning to introduce Bus Facility to the students.
06.	A centre for training the students for Competitive Exams may be introduced.
07.	Separate Science Laboratories in sufficient class rooms will be constructed.
08.	We plan to MOU with Local Industries.
09.	We plan to introduce NCC – Army wing.

Name: Dr.Ch.C.S.V.V.Ramana Murthy   *Name: R. Venkateswara Rao*

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

_____ *** _____