

The Annual Quality Assurance Report (AQAR) of the IQAC

(July 1, 2009 to June 30, 2010)

Part – A

I. Details of the Institution

1.1 Name of the Institution

1.2 Address Line 1

City/Town

State

Pin Code

Institution e-mail address

Contact Nos.

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

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

1.4 **NAAC Executive Committee No. & Date:**
(For Example *EC/32/A&A/143 dated 3-5-2004.*
This EC no. is available in the right corner-
bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.23	2009	2014

1.7 Date of Establishment of IQAC : DD/MM/YYYY

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

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

AQAR _____NIL_____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

1.11 Type of Faculty/Programme

Arts Commerce Law PEI(Phys Edn.)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

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

UGC-COP Programmes

2. IQAC Composition and Activities

- 2.1 No. of Teachers
- 2.2 No. of Administrative/Technical staff
- 2.3 No. of students
- 2.4 No. of Management representatives
- 2.5 No. of Alumni
- 2.6 No. of any other stakeholder and community representatives
- 2.7 No. of Employers/ Industrialists
- 2.8 No. of other External Experts
- 2.9 Total No. of members
- 2.10 No. of IQAC meetings held
- 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 Institutional Level

2.13 (ii) Themes

- *One Day Seminar "Budget-2009-10-effects on common man" organized by Dept. of Public Administration & Pol. Science. Chief Guest: Prof. Furqan Qamar, Adviser (Edn.) Planning Commission.*
- *Seminar on "Childhood Poverty" by CSSEIP. Chief Guest : Mr. B.K. Sinha Director General, NIRD, Hyderabad*
- *5-Day (10 – 14 Aug. 2009) Workshop on Educational Audio Production hosted by Instructional Media Centre, MANUU*
- *National Seminar on "Qamar Rais: Hayat o Qidmaat" organized by Dept. of Translation Studies*
- *National Conference of CSSEIP on "Exclusionary Perspectives for Muslims & Marginalized Groups" 22nd – 24th Feb 2010.*

2.14 Significant Activities and contributions made by IQAC

- ✓ Focussed on Faculty Improvement Programmes;
- ✓ Encouragement of faculty members to take up Research Projects;
- ✓ Focused on development of ICT enabled Library vis-à-vis web-enabled user friendly Library;
- ✓ Encouraged students through learner-welfare and learner-progression related schemes accessed by MANUU with the support of UGC and MHRD;
- ✓ Organized national and international Workshops and Seminars;
- ✓ Emphasized focus on establishment of Satellite Campuses and Constituent Colleges;
- ✓ Equity and access to higher education; reaching out to the unreached through propagation of Urdu;

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
<ul style="list-style-type: none"> ✓ To introduce new Programmes; ✓ To introduce specialized curriculum; ✓ To focus on Faculty Improvement Programmes ; ✓ To encourage students through learner-welfare and learner-progression related schemes accessed by MANUU with the support of UGC and MHRD; ✓ To organize national and international Workshops and Seminars by the University Departments and Centres; ✓ To focus on establishment of Satellite Campuses and Constituent Colleges; ✓ Equity and access to higher education; Reaching out to the unreached propagation of Urdu; ✓ To organize national and international Workshops and Seminars by the University Departments and Centres; ✓ To focus on establishment of Satellite Campuses and Constituent Colleges; ✓ Equity and access to higher education; Reaching out to the unreached propagation of Urdu; 	<ul style="list-style-type: none"> ▶“Introduction of higher education programmes at postgraduate and research levels in Urdu medium”; ▶“Specialized Curriculum through introduction of “Community Work” in Department of Social Work”, - through Urdu Medium; ‘Issue of Certificates in the Urdu”; ▶“Conduct of Orientation, Refresher, and Professional Development Programmes for Faculty Improvement”; ▶“Extra-curricular activities conducted for encouragement of Staff and Students” and ▶“Events planned and organized to meet the goals of the University; ▶ MANUU Satellite Campus Established at Lucknow Campus; ▶ Introduced Technical and Vocational Education through establishment of Polytechnic and ITI.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other Body

Provide the details of the action taken

AQAR was approved in Dean’s Meeting.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	05	-	-	-
PG	12	-	-	-
UG	01	01	-	-
PG Diploma	04	-	-	-
Advanced Diploma	00	-	-	-
Diploma	08	-	-	-
Certificate	07	-	-	-
Others (M.Phil)	05	01	-	-
Total	42	02	-	-
Interdisciplinary	00	00	-	-
Innovative	00	00	-	-

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

(ii) Pattern of programmes:

Semester ~~Two~~ **00**

Num

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 – Annexure Enclosed as **ANNEXURE – I**

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

- ✓ Developed module's on motivation and background lectures for CSE Coaching Academy;
- ✓ Designed the Syllabus of Post Graduate Diploma in I.T., pioneering new concept offering regular programme;
- ✓ Introduced specialization in Community Work in the Syllabus of M.A. Social work in the Department of Social Work;
- ✓ Employment oriented curriculum introduced i.e., Field Work & Summer Training made essential part of Syllabi of MSW Programme;
- ✓ The Syllabus of M. A. Public Administration of Semester –I (paper-III) has been amended and disaster management included in the Curriculum;

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

- Department of Sociology and Social Work; and
- Department of Persian ;
- Centre for Social Exclusion and Inclusive Policy.

Criterion – II**2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	129	73	27	17	12

2.2 No. of permanent faculty with Ph.D.

87

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
24	-	01	-	02	-	-	-	27	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

05

02

16

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	9	1
Presented papers	4	7	1
Resource Persons	4	-	-

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

- ICT Enable Class Rooms ;
- Web-Enable Library;
- Extension Lectures were conducted in Dept. of MCJ & Dept. of Management & Commerce.

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

188

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

Continuous Evaluation

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

129

2.10 Average percentage of attendance of students

86%

2.11 Course/Programme wise distribution of pass percentage :

Sr.	Title of the Programme	No. of Students appeared	DIVISION				
			Distinction%	I%	II%	III%	Pass %
1	M.A.(URDU)	11	4	4	3	0	0
2	M.A. (PERSIAN)	9	6	1	2	0	0
3	M.A. (ARABIC)	13	6	3	4	0	0
4	M.A.(ENGLISH)	26	3	10	13	0	0
5	M.A. (HINDI)	15	7	5	3	0	0
6	M.A.(Translation Studies)	8	4	4	0	0	0
7	M.A.(MCJ)	25	1	15	9	0	0
8	M.A.(Pub. Admin.)	6	2	1	3	0	0
9	M.A.(Women's Studies)	8	3	2	3	0	0
10	MBA	54	19	32	3	0	0
11	MASTER OF EDUCATION	27	20	7	0	0	0
12	B. Ed.	393	TH=23	TH=188	TH=167	TH=15	TH=0
			PR=244	PR=139	PR=10	PR=0	PR=0
13	P.G.D.I.T	6	0	2	4	0	0
14	DIPLOMA IN EDUCATION	59	TH=0	TH=27	TH=30	TH=2	TH=0
			PR=38	PR=21	PR=0	PR=0	PR=0
15	Dip. in Arabic Transl.	4	2	2	0	0	0
16	Diploma in Arabic	4	4	0	0	0	0
17	Diploma in Persian	0	0	0	0	0	0
18	M. Phil. (Urdu)	13	11	2	0	0	0
19	M. Phil. (Hindi)	13	11	2	0	0	0
20	M. Phil. English	3	2	1	0	0	0
21	M. Phil. (Pub. Admin.)	0	0	0	0	0	0
22	M. Phi. (Women's Studies)	8	5	3	0	0	0

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

- Regular Meetings of Dean's are conducted for periodic assessment of teaching and learning perspectives and follow up actions are taken;
- Internal exams are conducted for evaluation of student performance;
- Remedial classes are conducted, wherever improvement is required;

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	9
UGC – Faculty Improvement Programme	3
HRD programmes	-
Orientation programmes	3
Faculty exchange programme	-
Staff training conducted by the university	3
Staff training conducted by other institutions	7
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent	Number of Vacant	Number of permanent	Number of positions filled
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	Employees	Positions	positions filled during the Year	temporarily
Administrative Staff	235	32	32	-
Technical Staff	25	18	18	-

Criterion – III**3. Research, Consultancy and Extension**

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

- Encouraged faculty members to undertake Research Projects;
- Encourage student to participate in Seminars/Workshops;
- Enables students to present papers in Seminars and Workshops;
- Enables Faculty members to attend and present papers in various national and International Seminars and Workshops.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	16	00	01
Outlay in Rs. Lakhs	601000/-	3628400	00	601000/-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	07	00	02
Outlay in Rs. Lakhs	1,29,000	785000	00	1,29,000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	5	7	4
Non-Peer Review Journals	0	4	0
e-Journals	0	0	0
Conference proceedings	1	3	10

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2 years	UGC	2282500	1602670
Minor Projects	1 year	UGC	259000	198300
Interdisciplinary Projects	-	-	00	00
Industry sponsored	-	-	00	00
Projects sponsored by the University/ College	-	-	00	00
Students research projects <i>(other than compulsory by the University)</i>	-	-	00	00
Any other(Specify)	-	-	00	00
Total			2541500	1800970

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	2	-	2	-
Sponsoring agencies	-	MANUU	-	MANUU	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent	Number	
National	Applied	-
	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
5	1	1	3	-	-	-

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

75
39

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	3	SRF		Project Fellows	1	Any other	3
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3.21 No. of students Participated in NSS events:

University level	-	State level	-
National level	-	International level	-

3.22 No. of students participated in NCC events:

University level	-	State level	-
National level	-	International level	-

3.23 No. of Awards won in NSS:

University level	-	State level	-
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	-	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	-		
NCC	-	NSS	-	Any other	-

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

- Blood Donation Camps organised

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	200 acres	Vertical Extension of Polytechnic Building	UGC	58215000
Class rooms	30	12	UGC	42
Laboratories	11	14	UGC	25
Seminar Halls	2	1	UGC	3
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	858	858	Internal & UGC	858
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	Campus Development	UGC	3269150

4.2 Computerization of administration and library

Administration and Library are provided with Computers
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4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	32403	-	1452	2004101	33855	-
Reference Books			-	-	-	-
e-Books	-	-	-	-	-	-
Journals	166	10,79,000	20	661112	186	1740112
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	2	-	-	-	2	-
Others (specify)						
Bound Volumes of Journals	733	-	-	-	733	-
Audio Cassettes	389	11670	-	-	389	11670

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	100	3	10 Mbps (BSNL)	3	1	Included in total		-
Added	156	1	-	1	-	Included in total		-
Total	256	4	-	4	1	Included in total		-

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

Regular Training programmes are organized for Staff and Students by Department of Computer Sc. & IT

4.6 Amount spent on maintenance in lakhs :

i) ICT	2,42,055=00
ii) Campus Infrastructure and facilities	NIL
iii) Equipments	1,21,47,297=00
iv) Others	NIL
Total :	1,23,89,352=00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Regular announcements are made in the class rooms by HODs about the Scholarships and other student related facilities like Railway Concession forms, etc.,
- Notices are displayed on the notice boards available at Lecture Hall Complex, Administrative Building and information is uploaded on the University Website

5.2 Efforts made by the institution for tracking the progression

Regular meetings of the HODs and Deans are conducted to evaluate performance and evolve suitable measures for the progress of the students and academic related activities;

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others	
			M. Phil.	Cert./Diploma
496	430	39	55	596

(b) No. of students outside the state

1179

(c) No. of international students

2

Men	No	%	Women	No	%
	1271	79%		345	21%

General	28	9	186	Year Physically Challenged	6	General	30	24	375	Year Physically Challenged	11
778	28	9	186		6	1007	1176	30	24	375	11

Demand ratio Dropout %

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

- The following Coaching Schemes are available for competitive examinations for students:
- NET Coaching Scheme;
 - Coaching Centre for Minorities for Entry into Services ;
 - Remedial Coaching Centre;

No. of students beneficiaries 800

5.5 No. of students qualified in these examinations

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NET	SET/SLET	GATE	CAT
IAS/IPS etc	State PSC	UPSC	Others
-	-	-	4

5.6 Details of student counselling and career guidance

The Department of Management and Commerce, Department of Mass Communication and Journalism and Polytechnics have separate Guidance and Counseling Cells . Field Trips, Educational and Industrial Tours, and special lectures on personality development are conducted periodically.

No. of students benefitted

5.7 Details of campus placement

Number of Organizations Visited	<i>On campus</i>		<i>Off Campus</i>	
	Number of Students Participated	Number of Students Placed	Number of Students Placed	
5	154	32	38	

5.8 Details of gender sensitization programmes

Department of Women Education and Centre for Women Studies play an important role. They conducted gender sensitization programmes in the backward areas in and around Hyderabad and in MANUU Campus in the Girls Hostels.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	364	36,40,000=00
Financial support from government	502	138 x B. Ed. Fee 364 x P.G. Fee
Financial support from other sources	19,80,000=00 M. Phil. Scholars	23,40,000=00 Ph. D. Scholars
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The Vision:

To promote and develop Urdu Language;

To provide higher, technical and vocational education through Urdu medium;

The University primarily focuses on underprivileged group of the society;

To focus of Women Education; To provide education through dual mode of education.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

Course development Committees, BOS/School Board conducts meetings for preparation of Syllabi/Curriculum with the involvement of External Experts

6.3.2 Teaching and Learning

- ICT Enable Class rooms are made available;
- Web Enable Library facility;
- Well equipped and furnished Seminar Halls, Conference Hall, Library, Computer Centre available;

6.3.3 Examination and Evaluation

- External and Internal Examinations are conducted;
- Double evaluation introduced, wherever necessary.

6.3.4 Research and Development

- Faculty and Students are encouraged to attend Seminars and Workshops at University, State, National and International level;
- Faculty members and students are encouraged to present research papers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

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- Library is fully automated, well equipped and furnished;
- Library facilities and library is regularly upgraded. New Books and Journals

20

6.3.6 Human Resource Management

- Based on the sanction of posts by the Government of India through UGC, the recruitment is made at national level viz., for Teaching, Non-Teaching and Technical staff through the open advertisement in regular dailies, Employment News, and uploaded on University website.
- Shortfall in the staff is met through the contractual engagement of staff as per the requirement.

6.3.7 Faculty and Staff recruitment

As per the approval/sanction of posts, faculty and staff are recruited through the open advertisement in reputed national dailies, employment news and through uploading the advertisement on the University website.

Subsequently, based on the Screening/Selection Committee, the recruitment of Faculty and Staff is finalized.

6.3.8 Industry Interaction / Collaboration

Department of Management and Commerce and Department of Mass Communication and Journalism including Polytechnic established good linkage with the Companies, Industries and leading private banks.

6.3.9 Admission of Students

Admission of students to various programmes is conducted through the open advertisement in national dailies and through uploading on website. As per the intake and mode of admissions i.e., based on merit and based on entrance test, the admissions are made on all India basis.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> • The University established a well equipped Health Centre to meet the basis requirements of Out Patient Treatment.; • All the available Schemes of the Government are made available to students, teaching and non-teaching staff; • Students are facilitated through the University Scholarship, Fee Reimbursement from the Government along with the maintenance fee to meet the day to day requirement.
Non teaching	
Students	

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	IQAC	Yes	IQAC/IAO
Administrative	Yes	CAG	Yes	Do -

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 examination reforms made at the University level are applicable for Autonomous College of the University.

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

Newly established autonomous college, hence the matter shall be taken up in due course of time.

6.11 Activities and support from the Alumni Association

Alumni association facilitates the student by focussing on Job Fairs conducted by the leading companies and banks..

6.12 Activities and support from the Parent – Teacher Association

- PTA are associated in maintenance of discipline of students on the campus;
- Looks after the basic needs of the students;
- Also caters to the development needs of the students.

6.13 Development programmes for support staff

- All the Support Staff are subjected to Training at Institutional Level and Outside the institution;
- All the supporting staff are enable to utilize the opportunities provided by the Government from time to time:

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

- Plastic free environment is maintained;
- The campus is situated on sprawling campus of 200 acres surrounded by the greenery, hillocks, and rocks, which are not disturbed.

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.

- ✓ Designed Curriculum of P. G. Diploma in “Museology and conservation”;
- ✓ Introduction of “NewGenLib” Library Software for user friendly web-enabled library;
- ✓ Developed module’s on motivation and background lectures for CSE Coaching Academy;
- ✓ Designed the Syllabus of Post Graduate Diploma in I.T., pioneering new concept offering regular programme;
- ✓ Introduced specialization in Community Work in the Syllabus of M.A. Social work in the Department of Social Work;
- ✓ Employment oriented curriculum introduced i.e., Field Work & Summer Training made essential part of Syllabi of MSW Programme;
- ✓ The Syllabus of M. A. Public Administration of Semester –I (paper-III) has been amended and disaster management included in the Curriculum;

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

- The following point’s illustrates the Action Taken Report on the AQAQ of the Previous Year:
- *As per the IQAC initiative, more and more students are drawn from through out India through publication of University News outside headquarters and through conduct of Entrance Tests for various Professional Programmes offered through distance as well as regular mode;*
 - *Advancement of Urdu Language, Literature and Culture, dissemination of Urdu literature, broadening the educational access to women, and offering professionalized training to Urdu teachers are some goals that the IQAC endeavored the University to address through the establishment of the following Centres:*
 - i) *Centre for Urdu Language, Literature & Culture(CULLC);*
 - ii) *Centre for Women Studies (CWS);*
 - iii) *Centre for Professional Development of Urdu Medium Teachers (CPDUMT); and*
 - iv) *Instructional Media Centre(IMC); and*
 - v) *Centre for the Study of Social Exclusion and Inclusive Policies(CSSEIPT);*
 - *As per the commitment and target of IQAC, the Faculty presented 50 Research Articles/Papers in National Seminars and about 7 research articles/papers in International Seminars;*

- To fulfil the mandate of the University and to accomplish the target of the IQAC (as also as part of Sachar Committee Recommendations), the University established three ITIs and three Polytechnics in Hyderabad, Bengaluru and Darbhanga respectively. Urdu is the medium of instruction, which fulfils one of the University's objectives of imparting technical subjects in Urdu. Additionally, the University established three Colleges of Teacher Education at Srinagar, Bhopal and Darbhanga respectively, where personal and intellectual growth of teachers is realized through varied teacher training programmes.

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

- Internet Facility made available in the Library and Computer Centre to all the students;
- Open access library system available in the library

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

7.4 Contribution to environmental awareness / protection

- Plastic Free Environment is maintained;
- Nursery is maintained for growing various kind of plans;

7.5 Whether environmental audit was conducted? Yes No

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

True to its mission of widening the wings of Urdu and instilling a passion for Urdu among the new generation, the University has also established model schools that provide quality school education. The University set up a Coaching Academy for Minorities and Women under UGC Schemes to train students from minorities and women for entry into Central & other services through competitive examinations. The jurisdiction of the academy is southern part of the Country.

The University also established its first campus outside Hyderabad at Lucknow city from the academic year 2009-2010. The Lucknow Campus offers Post Graduate Programmes (M.A.) in Urdu, Arabic, Persian and English.

The student strength of University increased in manifold with the introduction of various programmes through distance and campus Mode.

An Advanced Centre for Translation is proposed in view of the dual nature of Department of Translation i.e., Teaching Learning and research.

DIARY OF EVENTS DURING 2009 – 2010

1.	8-4-2009	<i>Aids awareness programmes</i> by Centre for Women Studies, Lecture by Dr.V.Kalidas, Ex. Addl. Director, A.P. Aids Control Society.
2.	25-4-2009	Book “ <i>Sahafat ke Usool</i> ” (“ <i>Principles of Journalism</i> ”) written by Vice-Chancellor I/c Prof. K.R. Iqbal Ahmed.
3.	4-5-2009	Workshop on <i>Communication Skills</i> : On 4 th –9 th May 2010 at UGC-Academic Staff College, MANUU Campus
4.	12-5-2009	<i>Exhibition of Rajasthani Clothes</i> at CULLC
5.	13-5-2009	Laying of <i>Foundation Stone</i> Guest House & UGC-Academic Staff College, MANUU Campus.
6.	18-6-2009	Inaugural Function of ASC Refresher Course “ <i>Research Methodology</i> ”. Chief Guest: Prof. Abhay Moria, V.C., EFLU,
7.	20-7-2009	One Day Seminar “ <i>Budget-2009-10-effects on common man</i> ” organized by Dept. of <i>Public Administration & Pol. Science</i> . Chief Guest: Prof. Furqan Qamar, Adviser (Edn.) Planning Commission.
8.	23-7-2009	Seminar on “ <i>Childhood Poverty</i> ” by CSSEIP. Chief Guest : Mr. B.K. Sinha Director General, NIRD, Hyderabad
9.	10-8-2009	5-Day (10 – 14 Aug. 2009) Workshop on <i>Educational Audio Production</i> hosted by Instructional Media Centre, MANUU
10.	15-8-2009	<i>Independence Day Function</i>
11.	18-8-2009	5 Day Workshop on <i>Scientific Terminology</i> by DDE.
12.	30-9-2009	Inaugural Function of 2 nd batch of <i>Polytechnic</i>
13.	18-10-2009	<i>Sir Syed Ahmed Day</i>
14.	20-10-2009	Guest Lecture by Mr. Rodney Jones, <i>Expert in U.S. Foreign Policy; President, Policy Architects International, USA</i> on “ <i>Obama Administration: New Faces, Debates and Trends in U.S. Foreign Policy</i> ” organized by Dept. of Public Administration
15.	31-10-2009	Extension Lecture By Dr. Syed Taqui Abidi <i>Eminent Intellectual & Critic</i> on “ <i>Iqbal ka Falsafa-e-Ishq</i> ” organized by Centre for Urdu Language, Literature & Culture(CULLC), MANUU.
16.	3-11-2009	Inaugural Function of Refresher courses on <i>Multiculturalism and English</i> . Chief Guest: Mrs. Renuka Chowdhury <i>Former Union Minister</i>
17.	5-11-2009	National Seminar on “ <i>Qamar Rais: Hayat o Qidmaal</i> ” organized by Dept. of Translation Studies
18.	5-11-2009	Inauguration of <i>Academic Activities in MANUU Model School</i> , New Building at Falaknuma, Hyderabad by Prof. A.M. Pathan, <i>Vice-Chancellor</i> , Central University of Karnataka, Gulbarga.
19.	10-11-2009	Essay Writing & Elocution competitions for Prof. A.M. Pathan & Prof. M. Shamim Jairajpuri Rolling Shields on the eve of Azad Day by CULLC.

20.	11-11-2009	Azad Day Lecture “ <i>Maulana Azad & Muslim Nationalism</i> ” by Prof. Imtiaz Ahmad <i>Eminent Historian and Director</i> , Khuda Baksh Oriental Public Library, Patna.
21.	12-11-2009	Tom Alter’s mono play “ <i>Maulana Azad-Ek Tamseel</i> ”, Organized by CULLC.
22.	8-12-2009	Special Lecture by Dr. Imre Bangha, <i>Faculty in Hindi, University of Oxford and Head Alexander Csoma de Koros Centre at Hungarian University of Transylvania, Romania</i> on “ <i>Shared Early History of Urdu & Hindi</i> ” organized by Department of Hindi.
23.	14-12-2009	Lecture by Dr. Omer Khalidi, <i>Historian associated with Massachusetts Institute of Technology</i> on “ <i>Muslims in America: The Obama Election and After</i> ”-Jointly organized by DDE MANUU & American Consulate, Hyderabad.
24.	15-12-2010	Extension Lecture by Mr. Mahmoud Safri, <i>Consul General, Islamic Republic of Iran, Hyderabad</i> on “ <i>Indo-Iranian Cultural Relations</i> ” organized by CULLC
25.	8-1-2010	Foundation Day Lecture “ <i>Urdu University: Dream to Reality</i> ” by Dr. Aziz Quraishi, <i>Ex-Minister of Govt. of Madhya Pradesh & Former M.P. and Chairman of erstwhile committee to establish Urdu University</i>
26.	26-1-2010	<i>Republic Day Function</i>
27.	27-1-2010	Inaugural Function of <i>CSE Coaching Academy</i> Chief Guest : Mr. Swaranjit Sen, <i>IPS, Chairman Andhra Pradesh Tourism Development Corporation (Former DGP)</i>
28.	16-2-2010	Extension Lecture by Mr. M.J. Akbar, <i>Eminent Journalist & Columnist</i> on “ <i>Challenges & Opportunities of Urdu Media in 21st Century</i> ” organized by Department of Mass Communication & Journalism
29.	22-2-2010	National Conference of CSSEIP on “ <i>Exclusionary Perspectives for Muslims & Marginalized Groups</i> ” 22 nd – 24 th Feb 2010.
30.	26-2-2010	Extension Lecture by Dr. David Mathews <i>Lecturer Urdu & Hindi School of Oriental & African Studies, University of London</i> on “ <i>Development of Deccani Studies</i> ”
31.	8-3-2010	Women’s Day Lecture by Dr. Sangeeta Jha, <i>Consultant, Medwin Hospital</i> on “ <i>Women’s Health</i> ” – Centre for Women Studies.
32.	12-3-2010	Distinguished Lecture Series – CSSEIP by Prof. Javeed Alam, <i>Eminent Social Scientist & Chairman, ICSSR, New Delhi</i> on “ <i>Contemporary Muslim Situation in India: Temporal Dimension</i> ”
33.	23-3-2010	National Conference by Department of English on 23 rd -24 th March 2010 at DDE Auditorium on “ <i>New Perspectives in Non-Native Literatures in English</i> ”
34.	26-3-2010	Seminar on <i>Virtual Sets</i> – Instructional Media Centre
35.	26-3-2010	Monthly Lecture Department of Public Administration “ <i>Environmental problems: Islamic Solution</i> ” by Dr. Fahim Akhtar Nadvi

8. Plans of institution for next year

The IQAC of the University projected following parameters towards quality enhancement: -

- ✓ *To focus on Research Projects;*
- ✓ *To ensure fair, competent and transparent administration;*
- ✓ *Preservation and promotion of Urdu Language and Culture;*
- ✓ *To provide employment oriented programmes;*
- ✓ *To provide advance research environment for conduct of research to prepare research professionals;*
- ✓ *To produce e-learning materials;*
- ✓ *Introduction of programmes in science stream;*
- ✓ *To empower Urdu Learners through higher education;*
- ✓ *To serve the weaker sections of the society and bring them into mainstream of education;*
- ✓ *Empowerment of women/Total Quality Management;*

Name: _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____*_*_*_____

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
