
The Annual Quality Assurance Report (AQAR) of the IQAC
(July 1, 2013 to June 30, 2014)



مولانا آزاد نیشنل اردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)

Gachibowli, Hyderabad-500 032, Telangana State, India

Accredited "A" Grade by NAAC

The Annual Quality Assurance Report (AQAR) of the IQAC

(July 1, 2013 to June 30, 2014)

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. MHC0GN 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:

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**

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 2012-13 – 09/06/2014

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)

- School of Sciences
- Computer Science and Information Technology
- Mass Communication and Journalism

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

1.13 Special status conferred by Central/ State Government

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	<input type="text" value="10"/>
2.2	No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3	No. of students	<input type="text" value="0"/>
2.4	No. of Management representatives	<input type="text" value="00"/>
2.5	No. of Alumni	<input type="text" value="0"/>
2.6	No. of any other stakeholder and community representatives	<input type="text" value="0"/>
2.7	No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8	No. of other External Experts	<input type="text" value="02"/>
2.9	Total No. of members	<input type="text" value="14"/>
2.10	No. of IQAC meetings held	
2.11	No. of meetings with various stakeholders:	No. <input type="text" value="4"/> Faculty <input type="text" value="2"/>
	Non-Teaching Staff <input type="text" value="1"/> Students <input type="text" value="1"/> Alumni <input type="text" value="1"/> Others <input type="text"/>	
2.12	Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	If yes, mention the amount	<input type="text" value="-"/>
2.13	Seminars and Conferences (only quality related)	
	(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
	Total Nos. <input type="text" value="04"/>	International <input type="checkbox"/> National <input type="text" value="2"/> State <input type="checkbox"/> Institutional Level <input type="text" value="2"/>
2.13	(ii) Themes	<ul style="list-style-type: none"> • Two Day National Seminar on “Management of Higher education – Perspectives, Challenges & Strategies”, 5-6 March 2014. • Panel Discussion on "Stress on Student Community: Causes and Remedies", 1st January 2014 • Sensitization program on quality assurance, assessment and accreditation of Higher Educational Institutions for teaching staff • Minority Education: Thrust Areas (18-3-2014)

2.14 Significant Activities and contributions made by IQAC

✓	Focus on staff capacity building through professional development training programmes
✓	Facilitated faculty for attending seminars, workshops, symposia through easy access to duty leaves, travel grants and reimbursement of registration fee
✓	Encouraged faculty to organise seminars, workshops and symposia
✓	Encouraged faculty to take up research projects
✓	Collaborations for research with others institutions encouraged
✓	Strategies are discussed/worked out for enhancing access and enrolment in various programmes
✓	ICT enabled classrooms in the campus (Department of Computer Science & Information Technology, Management, Polytechnics, and Education & Training).
✓	Wi-fi facility for the entire campus.
✓	The formats and procedure for academic audit were discussed for implementation in the university. A committee is constituted to work out the modalities for the audit.
✓	Organized meetings with research Scholars of all the departments, guided them on aspects of qualitative research, informed about various funding agencies across the globe.

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
Introduction of new programmes	Introduced - M. Phil in Education and Training; Ph.D. in Computer Science and B. Tech. in Computer Science and Engineering
To introduce skill oriented and programmes with potential for employment	Introduced B. Tech. in Computer Science Engineering.
To produce e-learning material for the students and also to create repository of e-learning material on university website	The work on creation of e-learning material by various departments has been discussed and priority areas are identified. At a later stage the repository shall be created once sufficient soft learning material is ready.
Introduction of programmes in science stream	The introduction of programmes in Sciences has been initiated, committee of experts for developing syllabus for Under Graduate programmes have been formed. Syllabus, infrastructural requirements, etc. has been recommended to authorities for sanction of sufficient grants to initiate programs from next academic year.
Introduction of credit based programmes	The structure, credits weightage etc. have been worked out for under graduate programmes in Sciences to be introduced from the year 2014-15
Introduction of add-on courses in under graduate programmes in sciences	The list of add-on courses, distribution in semesters, their weightage etc has been worked out for inclusion in UG programmes to be initiated from 2014-15
Establishment of New Schools and Departments	New School of studies- School of Computer Sciences and information technology has been approved by the Academic Council
Creation of smart class rooms in various departments.	ICT enabled classrooms in campus in many departments.
Wi-fi facility covering the university campus to be established.	Entire Campus equipped with Wi-Fi facility.
The facilities at Satellite campuses should be strengthened.	Funds have been allocated from the plan grants to improve facilities at Satellite Campuses on the basis of need.
University may consider establishment of an exclusive	Establishment work initiated. Committees were constituted for preparing the action plan.

colleges for women at Srinagar.	
Introduce academic audit in the university.	The formats and procedure for academic audit were discussed. A committee is constituted to work out the modalities for the audit.
To take approvals of regulatory bodies for professional courses, where ever needed.	The MANUU-Polytechnic at Hyderabad was granted extension of approval by AICTE, New Delhi.
Student welfare measures such as medical insurance, new hostels for increasing accommodation to be initiated	Medical insurance scheme has been introduced for students. Funds have been earmarked for construction of hostels one each for Girls and Boys to increase accommodation.

* *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 finalized with the approval of committee of Deans.

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	10	03	-	-
PG	16	01	-	-
UG	01	01	-	-
PG Diploma	02	-	-	-
Advanced Diploma	00	-	-	-
Diploma	04	-	-	-
Certificate	04	01	-	-
Others	09 +10*	-	-	-
Total	46 +10*	06	-	-
Interdisciplinary	00	00	-	-
Innovative	00	00	-	-

* M. Phil. Programmes

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	50
Trimester	00
Annual	12

1.3 Feedback from stakeholders*
(On all aspects)

Mode of feedback :

Alumni	<input type="checkbox"/>	Parents	<input type="checkbox"/>	Employers	<input type="checkbox"/>	Students	<input checked="" type="checkbox"/>
Online	<input type="checkbox"/>	Manual	<input checked="" type="checkbox"/>	Co-operating schools (for PEI)	<input type="checkbox"/>		<input type="checkbox"/>

*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.

- ✓ All departments revised their syllabi through Board of Studies meetings.
- ✓ New programs such as B.Tech., syllabus is introduced with AICTE and industrial requirements
- ✓ Designed the Syllabus of Post Graduate Diploma in Functional Hindi & Translation;
- ✓ Inclusion of Projects in the M. A. Translation Studies;
- ✓ Supplementing teaching-learning process of the Education and Training programmes by seminars, workshops, field trips and experiential learning methods;
- ✓ Conduct of Remedial Teaching for academically backward learners;
- ✓ Introduction of Open Book Assignment, Weekly Seminars, Workshop for personality enrichment and professional development and experiential learning methods;
- ✓ Conduct of extension lectures by experts to facilitate the learners;
- ✓ Introduced OMR System in Semester Examinations.

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

- Launched P.G. Programme in Department of Mathematics
- Department of Islamic Studies

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
325	161	46	28	90

2.2 No. of permanent faculty with Ph.D.

142

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
04	86	02	42	02	20	02	29	10	177

2.4 No. of Guest and Visiting faculty and Temporary faculty

63	05	
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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:

- Policy for translation of question papers adopted. That is Question Papers are in Urdu but Question Papers are also invited from outside experts in English and subsequently translated into Urdu
- Moderation of question papers and answer script made more effective
- Automation of Examination Data; and
- Various Rules and Regulations prepared for reforms in Examination System
- ICT Enabled Class Rooms ;
- Web-Enabled Library;
- Fully automated Library with Online Public access Catalogue (OPAC). E-learning sources service is extended to faculty and all academic units

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)

Double Evaluation & introduced OMR system in Semester

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

4

All BOS Members

2.10 Average percentage of attendance of students

86%

2.11 Course/Programme wise distribution of pass percentage:

SNO	TITLE OF THE PROGRAMME	2014 PASSOUT						
		APPEAR D	PASSOUT	DIVISION %				PASS %
				DIST NCTIO N	FIRST	SECO ND	THIRD	
1	M.A.(URDU) MANUU & LUCKNOW CAMPUS	37	29	6	21	2	0	78
2	M.A.(PERSIAN) MANUU & LUCKNOW CAMPUS	12	10	6	4	0	0	83
3	M.A.(ARABIC) MANUU & LUCKNOW CAMPUS	24	15	9	6	0	0	63
4	M.A.(ENGLISH) MANUU & LUCKNOW CAMPUS	37	37	4	20	9	4	100
5	M.A. (HINDI)	4	4	1	3	0	0	100
6	M.A.(TRANSLATION STUDIES)	2	2	2	0	0	0	100
7	M.A.(ISLAMIC STUDIES)	7	5	3	2	0	0	71
8	M.A.(MASS COMMUNICATION & JOURNALISM)	8	8	3	4	1	0	100
9	M.A.(PUBLIC ADMINISTRATION)	5	4	3	0	1	0	80
10	M.A.(POLITICAL STUDIES)	12	11	4	6	1	0	92
11	M.A.(WOMEN'S STUDIES)	8	8	3	3	2	0	100
12	MASTER OF SOCIAL WORK	18	18	0	4	14	0	100
13	MASTER OF BUSINESS ADMINISTRATION	50	46	8	32	6	0	92
14	MASTER OF COMMERCE	5	5	1	3	1	0	100
15	M.Sc. MATHEMATICS	4	3	1	1	1	0	75
16	MASTER OF COMPUTER APPLICATIONS	12	12	4	7	1	0	100
17	MASTER OF EDUCATION (AT MANUU CAMPUS AND AT CTE- SRINAGAR/DARBHANGA/BHOPAL)	70	67	5	62	0	0	96
18	BACHELOR OF EDUCATION AT ALL CTE'S OF MANUU	450	404	TH=5	TH=256	TH=141	TH=2	90
				PR=372	PR=31	PR=1	PR=0	
19	POLYTECHNIC (AT HYDERABAD /DARBHANGA/BENGALURU) (DIPLOMA IN CIVIL/CSE/ECE/IT)	400	251	82	168	1	0	63
20	DIPLOMA IN EDUCATION	115	110	TH=1	TH=79	TH=30	TH=0	96
				PR=92	PR=18	PR=0	PR=0	
21	DIPLOMA IN ARABIC TRANSLATION	11	10	9	1	0	0	91
22	DIPLOMA IN ARABIC	3	3	3	0	0	0	100
23	DIPLOMA IN PERSIAN	7	6	6	0	0	0	86
24	DIPLOMA IN UNANI PHARMACY	15	15	9	1	4	1	100
25	DIPLOMA IN TEHSEEN -E - GHAZAL	6	6	6	0	0	0	100
26	CERTIFICATE OF TEHSEEN -E - GHAZAL	4	4	3	1	0	0	100
27	CERTIFICATE OF PROFICIENCY IN PERSIAN	N/A	0	0	0	0	0	0
28	CERTIFICATE OF PROFICIENCY IN ARABIC	7	7	7	0	0	0	100
29	CERTIFICATE OF AMOOZISH - E - URDU	3	3	1	1	1	0	100
30	PG DIPLOMA IN FUNCTIONAL HINDI	13	13	3	10	0	0	100

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	27
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	22
Faculty exchange programme	-
Staff training conducted by the university	3
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	35
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	344	-	4	-
Technical Staff	57	-	-	-

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

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

- Facilitated faculty members to attend workshops, seminars, and conferences through allocation of separate budget as per the recommendations of IQAC;
- Encouraged faculty members to undertake Research Projects;
- Encouraged student also to participate in Seminars/Workshops, which also enabled 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	--	03	03	--
Outlay in Rs. Lakhs	--	25	25	--

3.3 Minor Research Projects: Nil

3.4 Details on research publications

	International	National	Others
Peer Review Journals	57	137	00
Non-Peer Review Journals	0	0	02
e-Journals	0	0	0
Conference proceedings	0	0	0

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	3 years	ICSSR	2500000	1600000
Minor Projects	-	-	00	00
Interdisciplinary Projects	-	-	00	00
Industry sponsored	-	-	00	00
Projects sponsored by the University/ College	-	-	00	00
Students research projects (other than compulsory by the University)	-	-	00	00
Any other(Specify)	-	-	00	00
Total			2500000	1600000

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
2	0	0	2	-	-	-

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

134
51

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

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

JRF	5	SRF		Project Fellows	1	Any other	9
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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			
Class rooms	59			
Laboratories	26			
Seminar Halls	4			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	858			
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	Campus Development	UGC	10839747

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	47573	1,57,23,123/-	4249	30,24,989/-	51,822	1,87,48,112/-
Reference Books						
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Journals	184	13,84,098/-	Nil	Nil	158	21,85,312/-
e-Journals	Received through UGC Infonet consortia - 8 data basis					
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	569	5	Wifi with WIMAX Enabled	5	1	Included in total		-
Added	263		-	1	-	Included in total		-
Total	832	5	-	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	84.07
ii) Campus Infrastructure and facilities	72.95
iii) Equipments	1.27
iv) Others	7.38
Total :	165.67

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 also 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 to evolve suitable measures for the progress of the students and academic related activities. The department of studies also conduct regular meetings with the students including periodic feedback mechanism.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others	
			M. Phil.	Cert./Diploma
507	535	51	76	755

(b) No. of students outside the state

1587

(c) No. of international students

1

Men	No	%	Women	No	%
	1575	82%		339	18%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1595	28	40	468	5	2136	1297	13	19	585	10	1924

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:

- Civil services coaching examination Academy.
- 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

NET	<input type="text" value="3"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value=""/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="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

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	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	1145	45.66 lakhs
Financial support from government	502	138 x B. Ed. Fee 364 x P.G. Fee
Financial support from other sources (for MPhil & PhD non NET fellowships)	127	144.77 lakhs
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

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

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.

- ✓ Launch of new Programmes through Urdu Medium of Instruction, viz., Para-Medical Courses, and Computer Science Programmes, and UG Programmes in Sciences;
- ✓ Ensuring maintenance of transparency in functioning of the University;
- ✓ Promotion of Learner-centred approach in imparting education;
- ✓ Introduction of new curriculum tailored to met the present demands of the market;
- ✓ The doctoral theses in women’s studies and public administration are a strong pointer of the University’s commitment to the empowerment of women and addressing of community development issues respectively.

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 recommendations of the IQAC, the Research Scholars of M. Phil. And Ph. D. have actively participated in several national and international seminars and articles were also published.
 - These vibrant research activities in the University signify the focus of the University towards capacity building.
 - As envisaged by IQAC, Ph. D. in Computer Science would be offered from the next Academic Year;
 - Research Progress in Languages, Arts and Social Sciences suggest that the University has fulfilled its Objectives and Mandate also fulfilled recommendations of IQAC;
 - The faculty members are also actively engaged in research activities through research projects, seminars, workshops and conferences.
 - For example, the Department of English publishes a Journal know as Maulana Azad Journal of the English Language and Literature(MAJELL)

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

- Wi-fi with WIMAX is installed in University campus;
- 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 plants;

7.5 Whether environmental audit was conducted? Yes No

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

- The University through its PG programmes offers students guided learning opportunities; through its M. Phil. Programmes provides them the tools for research; and through the Ph. D Programmes provides a platform for exploration, discovery, analysis, critique and contribution;
- Apart from other important issues, MANUU is also engaged in community service. MANUU made the students realize the value of community service and every student of the University is made to commit some hours to serve the community. The community service in reality makes the students realize how important is to make a real difference in the life of others; Accordingly, this year a blood donation camp under the National Service Scheme(NSS) was organized in its campus. There was a good response from students, faculty and staff donating their blood for the benefit of humanity;

DIARY OF EVENTS – At a Glance (2013-2014)

1.	9-5-2013	Dr. Khawaja M. Shahid appointed as Pro Vice-Chancellor
2.	28-5-2013	Foundation Stone Laying Ceremony of Satellite Campus Kashmir, Budgam. Chief Guests: Umar Abdullah, Chief Minister J & K and Dr. Pallam Raju, Minister of HRD.
3.	24-7-2013	5 th Convocation of University. Chief Guest:- Dr. M. M. Pallam Raju, Hon'ble Minister for Human Resource Development. Honoris Causa: Justice Rajindar Sachar, Aamir Hussain Khan
4.	15-8-2013	Independence Day. Dr. Khwaja M. Shahid, Vice-Chancellor I/c hoisted the national flag.
5.	5-9-2013	Teachers Day Lecture on "Urdu University: Some Reflections". Chief Guest : Janab Naved Masood Guest of Honour Janab S. Anwarul Huda
6.	19-9-2013	Seminar on "Socio-Economic Inclusion of Muslim Woman"
7.	20-9-2013	Release of "A Cartographic Profile of the Deccan" by Centre for Deccan Studies. Chief Guest : Janab Najib Jung, Lt. Governor, Delhi
8.	3-10-2013	Extension Lectures by Dept. of MCJ. Guests: Mr. Faisal Ali, Group Editor, RashtriyaSahara., Mr. M. Adeb on "Media: Minority and Politics"
9.	23-10-2013	2-day National Seminar on Ibn-e-Safi "Detective Fiction and Ibn-e-Safi"
10.	11-11-2013	National Education Day & Azad Day Function. Chief Guest: Dr. Aziz Qureshi, H.E. Governor of Uttarakhand. Guest of Honour: Prof. Ved Prakash, Chairman UGC
11.	30-11-2013	Foundation Stone Laying Ceremony of MANUU Bidar Satellite Campus, Guests: Dr. M. M. Pallam Raju, Minister of HRD, Mr. Siddaramayya, Chief Minister, Karnataka
12.	1-1-2014	Panel Discussion on " Stress on Student Community: Causes and Remedies "
13.	2-1-2014	Extension Lecture on "Urdu Zaban, Adab aur Saqafat ki Sarhaden" by Prof. Shamim Hanafi by Dept. of Urdu and Translated Book "Abul Kalam Azad: Baseerat aur Amal" by Dr. Abul Kalam, Associate Professor released. This book is the translation of B. Shaik Ali's "Maulana Azad: Vision and Action".
14.	9-1-2014	Foundation Day Function, Chief Guest Justice B. Prakash Rao and Lecture by Prof. N. N. Maldar
15.	6-2-2014	MANUU Students Union Elections.
16.	21-2-2014	Extension Lecture on "Article 341: Discrimination Against Muslims & Christians" by Janab Ali Anwar. Eminent Journalist & Member of Parliament (Rajya Sabha)
17.	27-2-2014	Extension Lecture "Sir Syed aur Ghalib Do Roshan Dimagh" by Dr. Taqui Abedi, & Sham-e-Ghazal
18.	4-3-2014	Workshop on Urdu Wikipedia by Dept. of Translation. Mr. Muzammil Uddin Chief Guest.
19.	18-3-2014	Panel Discussion on ""Minority Education: Thrust Areas"
20.	02-04-14	Workshop to set aims and Objectives of Deeni Taleemi Markaz

8. Plans of institution for next year

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

- ✓ *To introduce Ph. D. Programme in Computer Science and Engineering;*
- ✓ *To ensure fair, competent and transparent administration;*
- ✓ *Preservation and promotion of Urdu Language and Culture;*
- ✓ *To provide employment oriented programmes;*
- ✓ *To launch Undergraduate Programmes through Campus Mode both in Arts, Science and Social Sciences;*
- ✓ *To introduce teaching through Video Programmes;*

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
