



Yearly Status Report - 2018-2019

Part A

Data of the Institution

| | |
|---|---|
| 1. Name of the Institution | ST. FRANCIS COLLEGE FOR WOMEN (AUTONOMOUS) |
| Name of the head of the Institution | Sr.Sandra Horta |
| Designation | Principal |
| Does the Institution function from own campus | Yes |
| Phone no/Alternate Phone no. | 040-23403200 |
| Mobile no. | 9502794628 |
| Registered Email | info@sfc.ac.in |
| Alternate Email | iqac@sfc.ac.in |
| Address | Street No 6, Uma Nagar, Begumpet, |
| City/Town | Hyderabad |
| State/UT | Telangana |
| Pincode | 500016 |

| 2. Institutional Status | | | | | |
|---|-------|-----------------|---|---------------------------------------|-------------|
| Autonomous Status (Provide date of Conformant of Autonomous Status) | | | 09-May-1988 | | |
| Type of Institution | | | Women | | |
| Location | | | Urban | | |
| Financial Status | | | Self financed and grant-in-aid | | |
| Name of the IQAC co-ordinator/Director | | | Dr. Savitha Sukumar | | |
| Phone no/Alternate Phone no. | | | 040401010507 | | |
| Mobile no. | | | 9989656340 | | |
| Registered Email | | | info@sfc.ac.in | | |
| Alternate Email | | | savitha.sukumar@sfc.ac.in | | |
| 3. Website Address | | | | | |
| Web-link of the AQAR: (Previous Academic Year) | | | http://sfc.ac.in/pdf/AQAR-2017-2018.pdf | | |
| 4. Whether Academic Calendar prepared during the year | | | Yes | | |
| if yes,whether it is uploaded in the institutional website: Weblink : | | | http://sfc.ac.in/pdf/ac-2018-19.pdf | | |
| 5. Accrediation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
| | | | | Period From | Period To |
| 3 | A | 3.46 | 2012 | 15-Sep-2012 | 14-Sep-2019 |
| 6. Date of Establishment of IQAC | | | 01-Jul-2000 | | |
| 7. Internal Quality Assurance System | | | | | |
| Quality initiatives by IQAC during the year for promoting quality culture | | | | | |
| Item /Title of the quality initiative by IQAC | | Date & Duration | | Number of participants/ beneficiaries | |
| Staff orientation | | 07-Jun-2018 | | 187 | |

| | | |
|---|--------------------|------|
| | 1 | |
| Orientation to newly admitted UG & PG students | 13-Jun-2018 3 | 1696 |
| Student Quality Circle Orientation | 09-Jul-2018 1 | 33 |
| FDP | 26-Jul-2018 1 | 223 |
| Construction of Facility SHUBRAM for solid waste management (dry and wet) | 07-Jun-2018 365 | 4295 |
| Installation of Rooftop Solar PV System | 07-Jun-2018 365 | 4295 |
| Up gradation of Health centre facilities with visiting doctor and nurse availability during the college timings | 07-Jun-2018 365 | 4295 |
| Academic and Administrative Audit | 18-Dec-2018 1 | 4295 |
| Installation of vending machines for sanitary pads and incinerators for pad disposal. | 07-Jun-2018 1 | 4008 |
| Testing Potability of drinking water in the College | 25-Aug-2018 15 | 4295 |
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|--------------------------------|--------|----------------|-----------------------------|----------|
| Institution | CPE | UGC | 2014 1825 | 15000000 |
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| | |
|--|---------------------------|
| 9. Whether composition of IQAC as per latest NAAC guidelines: | Yes |
| Upload latest notification of formation of IQAC | View File |
| 10. Number of IQAC meetings held during the year : | 11 |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | Yes |

| | |
|--|---------------------------|
| Upload the minutes of meeting and action taken report | View File |
| 11. Whether IQAC received funding from any of the funding agency to support its activities during the year? | No |

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Faculty Development Programmes 2.E Waste Management 3. Installation of Green House and Polyhouse 4.Conduct OF AAA 5. Training programmes for student representatives to instill Quality Culture

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

| Plan of Action | Achivements/Outcomes |
|--|---|
| Training student representatives and including them in enhancing quality of life in the college. | In a continuous endeavour to inculcate the quality culture and in still a sense of responsibility that has been bestowed upon the Student quality circle representatives, the Spectrum Club of the College organised a seminar for them on leadership on 20th July 2018.The speaker for the seminar was Mr. Michael Pritam, Head, Department of English and Foreign Languages, St. Mary's College, Hyderabad. Besides this, IQAC organised a work shop on Young leaders in Quest For Quality - Opportunities and challenges for SQC representatives on 20th December 2018. Dr. Uma Joseph, Head, Department of History, Former Dean Academics and IQAC Coordinator of the College was the resource person for the workshop. |
| That the college should now take up the initiative of publishing departmental / faculty Journals annual / bi-annually with ISBN numbers. | In this regard the College management has mooted the idea of launching a Multi-Disciplinary E journal every quarter. The Faculty Research Cell is actively involved in this task and we are looking forward to the launch of the Electronic Journal soon. To the suggestion on the need for training of Faculty regarding the s |
| The need for training of Faculty regarding the SSR of the NAAC. | As the college is preparing for the 4th Cycle of Reaccreditation by NAAC in 2019.The IQAC of the College organized a one-day workshop on Total Quality Management in Higher Education. Dr. Sheela Ramachandran, Former Vice- |

| | |
|--|---|
| | Chancellor, Avinashlingam University was the resource person. The workshop had sessions on TQM in Higher Education for Quality Sustenance & Enhancement, Faculty Immersions for and Contributions to Quality of Higher Education. |
| That the college need to take up consultancy on the basis of payment. This could be a way to start-up for the college and the beginning of entrepreneurship. | Consultancy services offered by the Department of Microbiology of our College. They offer consultancy services in two modes: (1) Selling of Culture to other colleges and Institute (2) Undertaking Antimicrobial activity analysis for other Institutes, research students and Ph. D Scholars. The revenue generated is shared in 60:40 ratio between the staff and the College |
| That the college could establish a professional mentoring/ counselling cell under the Dept. Of Psychology for the society in general which could work towards social outreach and start-up as well | In this regard "Aasara" counselling centre was inaugurated on 6th September, 2018. It Provides counselling services to students, teaching and non-teaching staff. The Common issues noticed are inter personal relationships, peer pressure, stress/anxiety, anger management, depression, career guidance, academic improvement etc including self-development. A qualified counsellor Ms. S.Y.Chandrika is in charge of the centre. |
| Intiatives to invest towards development of teaching and learning material. | The Management of the college offers continued financial support for faculty participation in workshops and Seminars. The departments of Mass Communication and Statistics have the latest software packages needed for their curriculum (Mathematica, SPSS). The library is equipped with Infilbnet and access to several online journals is available for use by faculty and students. |
| To design new courses | As regards new course design, plans are underway for launch of a new post graduate diploma course by the Faculty of Commerce from the Academic year 2019 - 2020. |
| FDP initiatives | Some of the initiatives of the FDP Committee in this regard include a guest Lecture on "Plagiarism check" by Dr. P. Divaker, Consultant, CDFD on 19th February, 2019. The talk was about Plagiarism, Copyright and Fair use of and to enlighten faculty on publishing in quality journals. The Faculty Development Cell, St. Francis College for Women (Autonomous) Begumpet, |

Hyderabad conducted one day National Seminar on Intellectual Property Rights- Opportunities and Challenges for Higher Education Institutions, on March 9th, 2019. The keynote address was delivered by Prof. V. BalaKista Reddy, Registrar, NALSAR University of Law, Hyderabad. Besides a Seminar on outcome-based education was organised by IQAC on 15th February, 2019. The Resource Person : Dr. Bhagwan Jagwani, Professor (Finance), Dr. Gaur Hari Singhania Institute of Management & Research, Kamla Nagar, Kanpur. Concept of Outcome Based Education (OBE), Constituents of OBE, different Levels of Learning Outcomes, Assessment & Evaluation of Learning outcomes.

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14. Whether AQAR was placed before statutory body ?

Yes

| Name of Statutory Body | Meeting Date |
|------------------------|--------------|
| Governing body | 15-Apr-2019 |

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

18-Feb-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

St. Francis College has implemented Onedu as the ERP solution for its management .It is a complete framework of over 30 different plug play modules that string together feature sets required for managing all facets of the College. Following are few of the modules: Admissions: This module enables SFC to manage all online applications and streamline the admissions management process. Attendance: This module is to streamline student attendance data

capture, monitoring and reporting process and make it easy for the institute to implement the defined attendance regulations. Communications: This module enables a multichannel communication system and deploy the appropriate method for each specific message type and situation. Like, Send SMS to parents and students, Push email and SMS manually to all stakeholders

Student Information: This is where all student related information is brought together to be displayed to parents, faculty and management in a crisp, clear and tabulated screen. It is built as a one stop area to obtain every bit of information about a student right from the date of joining the institution to their last college day.

Staff Management : This module provides for an end to end management of staff, right from recruitment to the last working day at the institute. It includes a variety of functionality such as profile management, assignment, work load optimization, leave management, payroll, and student feedback system feeding into performance management system.

Examination Evaluations: This module is to setup, schedule and track student assessments. Based on configuration a variety of assessment models are possible.

Accounts : This module is to streamline the process of assigning, collecting and reporting various types of fees collected by an institute.

Timetable : This is a comprehensive module to schedule time tables for courses based on the availability of students, staff, room, timings manually

Online Exams: This module provides a quick and easy tool to assess strengths and weaknesses of the students

Student Feedback: This module is to make it easy for college to collect and collate student feedback that can be used to improve the teaching process.

Circulars : This module is used to effectively communicate with staff and students at any given time.

onEdu Mobile App :Mobile app provides an easy interface to information to all stakeholders of an institute with a mobile phone application. With internet access becoming more mobile centric everyday, we are seeing an increased use of this app by many students

Leave Management:

This module manages staff leave astutely with a flexible multi level reporting structure and bio metrics system Class Material: faculty can share information with the student body, in a secure way. users Course Registration: Student can register for different electives being offered during the course of undergraduate program.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

| Name of Programme | Programme Code | Programme Specialization | Date of Revision |
|-------------------|----------------|---|------------------|
| BA | 01 | History/ English Literature /Political Science | 07/06/2018 |
| BA | 02 | Economics /Public Administration /Political Science | 07/06/2018 |
| BSc | 41 | Botany /Zoology /Chemistry | 07/06/2018 |
| BSc | 54 | Mathematics /Electronics /Computer Science | 07/06/2018 |
| BCom | 81 | Accounting & Finance | 07/06/2018 |
| BCom | 82 | International Business | 07/06/2018 |
| BMS | 85 | Management Studies | 07/06/2018 |
| BVoc | 90 | Retail Management & Information Technology | 07/06/2018 |
| MSc | 31 | Microbiology | 07/06/2018 |
| MA | 36 | Mass Communication & Journalism | 07/06/2018 |

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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

| Programme with Code | Programme Specialization | Date of Introduction | Course with Code | Date of Introduction |
|---------------------|--|----------------------|-----------------------------|----------------------|
| BA | Psychology /Public Administration /Political | 07/06/2018 | E Governance UG/DSE/PUB/305 | 07/06/2018 |

| | | | | |
|------|--|------------|---|------------|
| | Science | | | |
| BA | History/Public Administration /Political Science | 07/06/2018 | Fundamentals Of International Relations (IR)/ Advanced IR , UG/DSE/POL/305 | 07/06/2018 |
| BCom | International Business | 07/06/2018 | Foreign Trade Documentation Logistics , UG/BCIB/CC-12/304 | 07/06/2018 |
| BCom | Honors | 07/06/2018 | Entrepreneurs hip Development, UG /BCH/SEC-2/206 | 07/06/2018 |
| BMS | Management studies | 07/06/2018 | Security Analysis Portfolio Management , UG/BMS/ DSE 3 /601 | 07/06/2018 |
| BVoc | Retail Management & Information Technology | 07/06/2018 | Goods Delivery & Receipt Documentation & Transportation (NSQF Level 1 (Retail)- (Store Operations Assistant) , UG/BVOCRMIT/ SEC/101 | 07/06/2018 |
| BSc | Microbiology /Biochemistry /Chemistry | 07/06/2018 | Bioanalytical Techniques ;UG/IDE-2/BIC/306/L & P | 07/06/2018 |
| BSc | Mathematics /Electronics /Computer Science | 07/06/2018 | Web programming , UG/CC/CSC/501/L | 07/06/2018 |
| MSc | Organic Chemistry | 07/06/2018 | Cheminformatics , PG/CHE/OE/303/L | 07/06/2018 |
| MA | Mass Communication & Journalism | 07/06/2018 | Advertising & Public Relations, Paper Code:(PG/MCJ/CC/103/L) | 07/06/2018 |

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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|---------------------------|--|-----------------------|
| BA | History/Public Administration /Political Science | 07/06/2018 |
| BA | Mass Communication & Journalism /English Literature /Political Science | 07/06/2018 |
| BCom | Accounting & Finance | 07/06/2018 |
| BCom | Integrated Professional Programme | 07/06/2018 |
| BMS | Management Studies | 07/06/2018 |
| BVoc | Retail Management & Information Technology | 07/06/2018 |
| BSc | Biochemistry /Biotechnology /Chemistry | 07/06/2018 |
| BSc | Software Engineering | 07/06/2018 |
| MCom | Applied Finance | 07/06/2018 |
| MSc | Applied Psychology | 07/06/2018 |
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--|---|
| BA | History/ English Literature /Political Science | 07/06/2018 |
| BA | Economics /Public Administration /Political Science | 07/06/2018 |
| BA | History/Public Administration /Political Science | 07/06/2018 |
| BA | Psychology /English Literature /Political Science | 07/06/2018 |
| BA | Psychology /Public Administration /Political Science | 07/06/2018 |
| BA | Economics /Public Administration /Social Management | 07/06/2018 |
| BA | Mass Communication & Journalism /English Literature /Political Science | 07/06/2018 |

| | | |
|------|--|------------|
| BA | Mass Communication & Journalism /English Literature /Social Management | 07/06/2018 |
| BCom | Accounting & Finance | 07/06/2018 |
| BCom | International Business | 07/06/2018 |
| BCom | Honors | 07/06/2018 |
| BCom | Computers | 07/06/2018 |
| BCom | Intergrated Professional Programme | 07/06/2018 |
| BMS | Management Studies | 07/06/2018 |
| BVoc | Retail Management & Information Technology | 07/06/2018 |
| BSc | Botany /Zoology /Chemistry | 07/06/2018 |
| BSc | Mathematics /Physics /Chemistry | 07/06/2018 |
| BSc | Mathematics /Physics /Computer Science | 07/06/2018 |
| BSc | Mathematics /Statistics/Computer Science | 07/06/2018 |
| BSc | Microbiology /Biotechnology /Chemistry | 07/06/2018 |
| BSc | Biotechnology /Zoology /Chemistry | 07/06/2018 |
| BSc | Software Engineering | 07/06/2018 |
| BSc | Applied Nutrition /Zoology /Chemistry | 07/06/2018 |
| BSc | Mathematics /Electronics /Computer Science | 07/06/2018 |
| BSc | Applied Nutrition /Botany /Chemistry | 07/06/2018 |
| BSc | Biochemistry /Biotechnology /Chemistry | 07/06/2018 |
| BSc | Microbiology /Biochemistry /Chemistry | 07/06/2018 |
| BSc | Biochemistry /Computer Applications/Chemistry | 07/06/2018 |
| MA | Mass Communication & Journalism | 07/06/2018 |
| MCom | Applied Finance | 07/06/2018 |
| MSc | Microbiology | 07/06/2018 |
| MSc | Mathematics | 07/06/2018 |
| MSc | Computer Science | 07/06/2018 |

| | | |
|-----|--------------------|------------|
| MSc | Organic Chemistry | 07/06/2018 |
| MSc | Applied Psychology | 07/06/2018 |

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|--------------------------------|----------------------|-----------------------------|
| Human Values | 07/06/2018 | 1227 |
| Faith Formation | 07/06/2018 | 611 |
| Open Electives | 07/06/2018 | 2321 |
| Skill Enhancement Course (SEC) | 07/06/2018 | 2470 |
| Inter-Disciplinary Elective | 07/06/2018 | 2585 |
| Certificate Courses | 07/06/2018 | 669 |
| Diploma Courses | 07/06/2018 | 246 |
| Outbound Training | 07/06/2018 | 1126 |
| Discipline Specific Electives | 07/06/2018 | 3154 |
| PG Diploma Courses | 07/06/2018 | 81 |
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1.3.2 – Field Projects / Internships undertaken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---------------------------|--|---|
| BA | Psychology /English Literature /Political Science | 58 |
| BA | Mass Communication & Journalism /English Literature /Political Science | 30 |
| BCom | Honors | 76 |
| BCom | Accounting & Finance | 73 |
| BMS | Management Studies | 135 |
| BVoc | Retail Management & Information Technology | 133 |
| BSc | Mathematics /Statistics/Computer Science | 56 |
| BSc | Biochemistry /Biotechnology /Chemistry | 82 |
| MCom | Applied Finance | 83 |
| MSc | Microbiology | 68 |
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
|-----------|-----|
| Students | Yes |
| Teachers | Yes |
| Employers | No |
| Alumni | Yes |
| Parents | Yes |

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

Committed to monitor and suggest quality initiatives in college, the IQAC of St. Francis College for Women initiates the design, administration and collection of feedback from its stakeholders. For the academic year 2018-2019 feedback was collected from students, faculty and alumni. The feedback process is integrated into the ERP of the college. All stakeholders are able to access the form and submit feedback on onEdu. The feedback for 2018-2020 was collected in December 2018. 528 parents, 161 faculty members, 58 alumni and 4187 students participated in the feedback. Feedback from parents were sought on curriculum design and flexibility, facilities, quality of teaching, opportunities for learning and development and the examination system. It was seen that 86 -96 percent of the parents were of the opinion that the curriculum in its design and delivery focussed on integrating current issues of gender and environment as well as offered electives and specializations thus giving academic flexibility. 80-94 percent of them were satisfied with the facilities provided in terms of library, sports and laboratories, while 80 opined that the quality of teaching is good. Almost 98 percent were happy that their ward is in a secure campus. Feedback was also sought from the teaching faculty. 86-97 percent of them opined that college and the statutory bodies are giving utmost importance to the design of the curriculum by not only having in sight the changed requirements of the industry and society at large but also by taking inputs from them. About faculty support services, 82-95 percent of them were satisfied with the teaching aids, learning resources as well as with the opportunities for career development. They endorsed the sincere efforts towards developing the institution. They were appreciative of the efforts of the IQAC and the quality initiatives taken up. Students were asked to give their feedback across parameters that had a bearing on their learning experience in college. 82-90 percent of them expressed their satisfaction with their teachers and the effort taken up by them with respect to sharing learning resources, encouraging class participation and promoting improvement by giving feedback on their performance. 92 percent were satisfied with the timely conduct of assessments and 89 percent have a positive view that the evaluation is fair and unbiased. Alumni feedback does reveal that the college is perceived positively by the society. 84-89 percent feel that they have been enriched by the education that they have received. They believe that their hard and soft skills have improved tremendously and that their leadership skills have been polished making them ready to face the challenges of the outside world. Only 63 percent were happy with the campus placements. 93 percent of them expressed their happiness that they experienced the best campus environment at St. Francis College for Women. The IQAC presents the feedback to the principal and the college council during the IQAC Internal meeting. The action taken report on the feedback is recorded in the minutes of the IQAC meeting and is presented before the Governing body.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|---|---------------------------|--------------------------------|-------------------|
| MSc | Microbiology | 30 | 89 | 36 |
| MSc | Applied Psychology | 30 | 113 | 37 |
| BSc | Maths / Statistics / Computer Science | 60 | 340 | 73 |
| BSc | Applied Nutrition/Zoology/Chemistry | 30 | 147 | 31 |
| BVoc | Retail Mgmt and Information Tech. | 50 | 74 | 52 |
| BMS | Management Studies | 60 | 315 | 61 |
| BCom | Honors | 60 | 252 | 70 |
| BCom | Accounting & Finance | 60 | 261 | 74 |
| BA | Mass Comm. / Literature / Social Management | 30 | 107 | 34 |
| BA | Psychology / Literature / Political Science | 25 | 140 | 32 |

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2018 | 1264 | 215 | 155 | 14 | 10 |

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 179 | 179 | 18 | 75 | 75 | 24 |

[View File of ICT Tools and resources](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Students enter the institution with diverse background and high expectations. They step into a new and an unfamiliar environment and visualise their achievements ahead. The transition from secondary to higher education or from UG to PG is one of the most challenging events in their life and here comes the role of a mentor. One who would support and encourage students to manage their learning to maximise their potential, develop their skills, improvise their performance and become a better human being. Faculty of the institute fits into this role perfectly well and prepare the students to become strong to face the challenges of life. As the students enter the premises, each class is assigned a mentor. Experienced faculty are appointed as the mentors in the ratio of 1:24 (2018-19). A Faculty wise orientation is organized in the month of June so that students are introduced to the policies and new learning methods of the college. The mentors monitor the students' overall development help them to gain good score in all the subjects. The mentors with the support of the parents, help in the overall development of the students. Student Induction Program is organized every year in the months of June- July as per UGC guidelines. The objective of the programme is to help the new students to adjust feel comfortable in the new environment to inculcate the ethos and culture of our institution. This program helps to create the strong bond between the mentor and the mentee. As the students come from myriad syllabus, various departments conduct bridge courses for making the students competent in the course they will be pursuing further. Personal attention is given to the students in the Bridge course. After the first Internal Assessment, each department maintains a separate registers for advance learners and slow learners. Advanced learners of Second third year students are also made mentors to their juniors with the ratio of 1:5. They are also made a part of peer learning, where the slow learners are encouraged to contribute and express themselves. This practice builds up the leadership qualities in students. Remedial classes are offered to the students, outside the classroom who are in need of special guidance by the subject teachers. Career counselling is offered department wise to the students so that they are able to choose their area of interest for the higher studies. Subject wise question banks are made by the faculty members that help students to revise their portion well before the examination and enhance their learning. The Mentoring support is designed in such a manner, where students explore, express and excel in their particular course and is ready for higher aspirations in life. Addressing their personal problems to the mentors helps them greatly in concentrating on their academics. Student feedback on mentorship helps the institute to train and upgrade the mentors as well. The overall performance of the student is assessed every year to improve the dynamics between student and faculty members.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 3998 | 179 | 1:22 |

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 179 | 179 | Nill | 24 | 44 |

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|---------------|---|----------------------------|--|
| 2018 | Ms. Latha Subramanian | Assistant Professor | Woman of Inspiration in recognition of the Professional Excellence and the Exemplary Services rendered to the society by COWE (Telangana Chapter) |

| | | | |
|---------------------------|-------------------------|---------------------|--|
| 2018 | Dr.M.Shailaja Raj | Associate Professor | Dr.APJ Abdul kalam life time achievement National award received from krist foundation Bangalore |
| 2018 | Dr.L.V.Vijaya Gowri | Assistant Professor | Lalitha Kalabama pinchamu Award |
| 2019 | Ms. Margaret Selvaraj | Assistant Professor | Life time achievement award - Sanskruti Institute for Cultural Civilization Research, Hyderabad |
| 2018 | Dr. Vanisree T | Assistant Professor | Best Paper award at ICBM School of Business Excellence, Hyderabad |
| 2018 | Ms. Manisha Kulkarni | Assistant Professor | Best Paper award in National Seminar organised by Indian Institute of Management and Commerce, Hyderabad |
| 2018 | Dr.Dipti Soni Jaipuriar | Assistant Professor | Best Poster Award,National Institute of Nutrition, National Sport Institute |
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|----------------|----------------|-------------------------|--|---|
| MA | 36 | I/III/V / November 2018 | 12/11/2018 | 12/12/2018 |
| MCom | 37 | I/III/V / November 2018 | 12/11/2018 | 12/12/2018 |
| BSc | 41 | I/III/V / November 2018 | 12/11/2018 | 12/12/2018 |
| BSc | 52 | I/III/V / November 2018 | 12/11/2018 | 12/12/2018 |
| BVoc | 90 | I/III/V / November 2018 | 12/11/2018 | 12/12/2018 |
| BMS | 85 | I/III/V / November 2018 | 12/11/2018 | 12/12/2018 |

| | | | | |
|------|----|----------------------------|------------|------------|
| BCom | 82 | I/III/V / November 2018 | 12/11/2018 | 12/12/2018 |
| BCom | 81 | I/III/V / November 2018 | 12/11/2018 | 12/12/2018 |
| BA | 02 | I/III/V / November 2018 | 12/11/2018 | 12/12/2018 |
| BA | 01 | I/III/V / November 2018 | 12/11/2018 | 12/12/2018 |

[View File](#)

2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

| Number of complaints or grievances about evaluation | Total number of students appeared in the examination | Percentage |
|---|--|------------|
| 190 | 3495 | 5.43 |

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://sfc.ac.in/pdf/UG&PG_Programmes_Program-Outcomes,Program-Specific-Outcomes,Course-Outcomes.pdf

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|--|---|---|-----------------|
| 44 | BSc | Maths / Statistics / Computer Science | 64 | 60 | 94 |
| 37 | MCom | Applied Finance | 41 | 39 | 95 |
| 31 | MSc | Microbiology | 35 | 35 | 100 |
| 55 | MCom | Applied Nu triton/Zoolo gy/Chemsitry | 28 | 27 | 96 |
| 50 | BSc | Microbiolo gy/Biotechno logy/Chemist ry | 33 | 31 | 94 |
| 85 | BMS | Management Studies | 68 | 67 | 99 |
| 86 | BCom | Intergrated Professional Program | 69 | 69 | 100 |
| 83 | BCom | Honors | 76 | 75 | 99 |

| | | | | | |
|----|----|---|----|----|-----|
| 11 | BA | Mass Comm. / Literature / Social Management | 27 | 27 | 100 |
| 02 | BA | Economics / Public Adm. / Political Science | 70 | 70 | 100 |

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://sfc.ac.in/igac_feedback.php

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

Yes

Name of the teacher getting seed money

B Jyothi

[View File](#)

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

| Type | Name of the teacher awarded the fellowship | Name of the award | Date of award | Awarding agency |
|------|--|-------------------|---------------|-----------------|
| Nil | Nil | Nil | Nil | Nil |

No file uploaded.

3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|-----------------------|----------|----------------------------|------------------------|---------------------------------|
| Minor Projects | 730 | UGC | 1.13 | 1.13 |

[View File](#)

3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

1

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative

practices during the year

| Title of workshop/seminar | Name of the Dept. | Date |
|---|-------------------|------------|
| Library Resources for teaching and Research-opportunities and challenges x | Chemistry | 30/08/2018 |
| Organised One Day Workshop on Printer Circuit Board Design | Electronics | 31/08/2018 |
| Workshop on "Inter-Intra Personal Interaction | Social Management | 02/07/2018 |
| Workshop-Awareness on Climate Change,Adaptation and Mitigation | Physics | 12/01/2019 |
| Seminar -A Glimpse at the Underlying Unity in Nature through the Eyes of Maths and Physics" | Physics | 25/07/2018 |
| Orientation on career in Life science by Accumen Connect | Biotechnology | 26/06/2018 |
| Industry - Academia practice : Visit to Charmas and Little Star Foods (B.Com I Yr) | Commerce | 09/08/2018 |
| A Two week Employability training workshop was organised XamFirst Education Pvt. Ltd Employability | Placement | 25/06/2018 |
| Seminar: Intellectual Property Rights | IQAC | 14/02/2019 |
| Industry visit-Flipkart Hyderabad Fufillment Center, Gundlapochampalli. | B.Voc | 12/09/2018 |
| Getting Workplace Ready | BMS | 22/02/2019 |
| Seminar : 'Driving change towards sustainability'-'Ambiente | Economics | 18/02/2019 |
| Study tour : -Culinary Academy of India | Nutrition | 07/09/2018 |
| Career Prospects and Skills to acquire for research in Tissue Culture with Agri Biotech Foundation(ABF) | Botany | 18/07/2018 |
| Study tour: Corbett National park - Tiger | Zoology | 16/11/2018 |

| | | |
|--|--------------------|------------|
| Reserve | | |
| Workshop on Recognise and counter FAKE NEWS | Mass Communicaiton | 13/12/2018 |
| Guest Lecture on the topic "How are you" by Dr. Adrian Kennedy | Social Management | 04/08/2018 |
| Guest Lecture on "Illness Prevention 6 Point Agenda." | Social Management | 03/10/2018 |
| Seminar -Higher education and scope for career in research | Physics | 06/02/2019 |
| Seminar on Research Orientation by Research scholars from CCMB | Biotechnology | 16/08/2018 |
| Industry - Academia practice : Visit to Masqati Diary industry | Biotechnology | 20/08/2018 |
| Seminar : Cervical Cancer Vaccination Awareness | Biochemistry | 29/06/2018 |
| Seminar : Skin and Hair Care | Biochemistry | 27/08/2018 |
| Study tour -Nehru zoological park | Zoology | 04/09/2018 |
| Seminar : Future and Scope in Statistics | Statistics | 18/09/2018 |
| Field visit to Indian Statistical Institute,Hyderabad | Statistics | 31/12/2018 |
| Seminar FAD Diets and its implications on Healthby Dr. Deepa Agarwal,Tanvir Hospital | Nutrition | 27/06/2018 |
| Workshop on Demonstration on healthy recipes - Nestle Pvt.Ltd. | Nutrition | 20/08/2018 |
| Celebration of National Nutrion Day-Nestle Pvt Ltd | Nutrition | 06/09/2018 |
| Workshop on value for food love for mother earth at ACTIVE EDUCATION | Botany | 28/07/2018 |
| Seminar: "Scope of Biotechnology" | Biotechnology | 21/01/2019 |
| Seminar: "Quantum chemistry" , Osmania university | Chemistry | 04/01/2019 |
| Seminar: Nanoparticles and its application" by | Chemistry | 08/02/2019 |

| | | |
|--|--------------------|------------|
| Dr.Sreedhar, Principle Scientist,IICT | | |
| Annual work shop by M.Sc Students on Advanced Chemistry Experiments for B.Sc Final Year Chemistry studentsx | Chemistry | 25/02/2019 |
| workshop On Digital Trust Dialogues | Mass Communication | 20/08/2018 |
| workshop on Basics of Acting | Mass Communication | 28/09/2018 |
| Seminar : The Armed Forces as a Career by Col.Vinod | Placement | 20/06/2018 |
| Seminar : 'Career in Management Accounting' by GITAM University | Placement | 10/07/2018 |
| Seminar: XamFirst Education Pvt. Ltd Career Mapping Session | Placement | 21/07/2018 |
| A one-day state-level seminar, 'Scolaire' the Placement Cell generate awareness about the prospective professional and public service roles, bank related jobs, the various competitive exams, national and state level exams, and alternative knowledge a | Placement | 10/08/2018 |
| Seminar : Outcome Based Education | IQAC | 15/02/2019 |
| Industry - Academia practice : New Indian Express and Grundfos in Chennai | Commerce | 27/11/2018 |
| Workshop onTools and Techniques for Research | B.Voc | 01/12/2018 |
| The Fashion Show on Private Label | B.Voc | 10/07/2018 |
| Industry Visit - Surya Masale, Medchal. | B.Voc | 12/09/2018 |
| Industry Visit -Reliance Fresh Warehouse, Medchal | B.Voc | 26/09/2018 |
| Industry Visit -Sri Srinivasa Rice Mill, Medchal. | B.Voc | 26/09/2018 |
| Outstation Industry Visit- Chennai- | B.Voc | 11/11/2018 |

| | | |
|--|--------------------|------------|
| Pondicherry | | |
| Industry Visit on Life Skills - Restuarant Dialogue in the Dark , Inorbit Mall Restuarant run by blind | B.Voc | 20/06/2018 |
| Industry Visit on Life Skills - Talking Hands Run by deaf and dumb | B.Voc | 03/07/2018 |
| Seminar : "RETAIL MANTRA 2019" | B.Voc | 23/01/2019 |
| Industry Visit- Gubba Cold Storage, Yellampet, Medchal. | B.Voc | 04/02/2019 |
| Industry Visit- Gubba Cold Storage, Yellampet, Medchal. | B.Voc | 05/02/2019 |
| Workshop on Motor Skills - Zumba Training | B.Voc | 06/02/2019 |
| Workshop on Motor Skills - Zumba Training | B.Voc | 07/02/2019 |
| Workshop on Motor Skills - Zumba Training | B.Voc | 08/02/2019 |
| Alumnae talk on Prospects in Vocation Programme: | B.Voc | 11/09/2018 |
| Workshop on " Be the Real You". | B.Voc | 18/01/2019 |
| Industry Visit on Life Skills - Restaurant Dialogue in the Dark , Inorbit Mall run by blind | B.Voc | 20/06/2018 |
| Guest Lecture on Financial Policy Analysis | BMS | 08/01/2019 |
| Guest Lecture on Personality Traits relevant to Organisation Behaviour | BMS | 13/01/2019 |
| FDP on Life Skills Career Mentoring Skills | Mass Communication | 22/04/2019 |
| View File | | |

3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|--|-----------------|--|---------------|------------------|
| Best Innovative model - Bioluminescnce | Sherlin | MICROVISTA, Microbiology Department, SFC | 28/08/2018 | Innovation Award |
| Extempore: Seminar on | M Jaya lakshmi | Dept of Biotechnology | 21/02/2019 | Research Award |

| | | | | |
|---|------------------------------------|--|------------|-------------------|
| Innovations in Biotechnology | | Loyola Academy | | |
| Woman of Inspiration in recognition of the Professional Excellence and the Exemplary Services rendered to the society by COWE (Telangana Chapter) | Ms. Latha Subramanian | COWE (Telangana Chapter) | 22/11/2018 | Inspiration award |
| Best Poster | Dr.Dipti Soni Jaipurkar | National Institute of Nutrition, National Sport Institute | 17/11/2018 | Best Paper Award |
| Best Paper award in National Seminar | Ms.Manisha Kulkarni | Indian Institute of Management and Commerce, Hyderabad | 02/10/2018 | Best Paper Award |
| Best Paper award | Dr. Vanisree T | ICBM School of Business Excellence, Hyderabad | 23/03/2019 | Best Paper award |
| Best Paper award | Ms. Deeksha Bindra | ICBM School of Business Excellence, Hyderabad | 23/03/2019 | Best Paper award |
| Best paper award | K.Suman | UGC-SAP sponsored national conference on Innovations and New Horizons in Microbial Technology, Sri Padmavati Mahila Visvavidyalaya m, Tirupati | 07/03/2019 | Best paper award |
| Live Experiments | Jullian, M.Sc. Microbiology, II yr | GLEE, Spectrum Club, St. Francis College for Women, Begumpet, Hyderabad | 28/11/2018 | Academic award |
| Intercollegiate competition | Nisreen | Koti womens college | 10/07/2018 | Academic award |

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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|-------------------|------|--------------|----------------------|--------------------|----------------------|
| 0 | NA | NA | NA | NA | Nil |
| No file uploaded. | | | | | |

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| Physics | 1 |
| Biochemistry | 1 |
| Microbiology | 1 |
| Chemistry | 1 |
| Commerce | 1 |

3.4.2 – Research Publications in the Journals notified on UGC website during the year

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---------------------------|--------------|-----------------------|--------------------------------|
| International | Physics | 1 | 2.19 |
| International | Chemistry | 1 | 2.08 |
| International | Biochemistry | 1 | 0.81 |
| International | Microbiology | 3 | 6.78 |
| International | Zoology | 1 | 0 |
| International | Electronics | 1 | 0 |
| International | Commerce | 1 | 7.36 |
| National | Chemistry | 1 | 0.23 |
| National | Nutrition | 1 | 1.52 |
| National | Commerce | 1 | 5.5 |
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|---------------------------|-----------------------|
| Commerce | 1 |
| History | 1 |
| Mass Communication | 2 |
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3.4.4 – Patents published/awarded during the year

| Patent Details | Patent status | Patent Number | Date of Award |
|-------------------|---------------|---------------|---------------|
| 0 | Nil | 0 | Nil |
| No file uploaded. | | | |

3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|--|----------------------|---|---------------------|----------------|---|---|
| The relational and the rational - An empirical study on the impact of independent variables on market price of shares with specific reference to automobile industry | Dr.Vanishree Talluri | International Journal of Advance and Innovative Research Volume 6 Issue 1 (XXXIII) January-March 2019 pp. 53-56 | 2019 | 0 | St. Francis College for Women, Begumpet, Hyderabad | Nil |
| Have inventories in Indian Textile manufacturing firms really decreased? | Dr.Richa Mehta | Ajanta - volume-VII, issue III, July - Sep 2018 | 2018 | 0 | St. Francis College for Women, Begumpet, Hyderabad | Nil |
| A study on the acceptability of Plant Based milk and curd among the lactose intolerant people residing in Kolkata | Shweta Singh | International Journal of health Sciences and Research | 2018 | 0 | St. Francis College for Women, Begumpet, Hyderabad | 39 |
| Study of some physico chemical water quality parameters of chakki talab, Bodhan | Dr. Vidya Jayaram | International Journal of Life Sciences | 2018 | 0 | St. Francis College for Women, Begumpet, Hyderabad | Nil |
| Effect of Ethyl | Ms. G.Sony | International | 2018 | 0 | St. Francis | Nil |

| | | | | | | |
|---|----------------|---|------|---|---|-----|
| Acetate Leaf Extract of Pterocarpu s Santalinus on Cholest erol and T riglycerid es in Stre ptozotocin induced Diabetic Rats | | Journal for Research in Applied Science En gineering Technology (IJRASET) | | | College for Women, Begumpet, Hyderabad. | |
| Mixed ligand complexes of CuII with Pyridoxal thiosemica rbazone and Dipept ides: Synthesis, characteri zation, DNA binding, cleavage, antibacter ial and docking studies | Saritha Aduri | J. Indian Chem. Soc., Vol. 95, | 2018 | 0 | St.Francis Degree and PG College for Women, Begumpet, Hyderabad, | Nil |
| The Road to Higher Education | Shikha Chander | New Man Internatio nal Journal Of Multidisci plinary Studies | 2018 | 0 | Department of Chemistry , St.Francis College for Women, Begumpet, Hyderabad | Nil |
| Physical investigat ions on pure and KBr doped poly(vinyl alcohol) (PVA) polymer el ectrolyte films for solid state | R.S Karthikeya | Materials Science: Materials in Electro nics | 2018 | 0 | St.Francis College for Women, Begumpet, Hyderabad | 13 |

battery applications

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3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|--|----------------|--|---------------------|---------|---|---|
| Effect of Ethyl Acetate Leaf Extract of Pterocarpus Santalinus on Cholesterol and Triglycerides in Streptozotocin induced Diabetic Rats, | Ms. G.Sony | International Journal for Research in Applied Science Engineering Technology (IJRASET) | 2018 | Nil | Nil | St. Francis College for women, Begumpet |
| Temperature measurement of Dielectric permittivity and A.C. Conduction of Nano Copper Oxide doped Poly aniline Composite | L.N.Shubha | Journal of advance Dielectric | 2018 | 1 | 5 | St. Francis College for women, Begumpet |
| Physical investigations on pure and KBr doped poly(vinyl alcohol) (PVA) polymer electrolyte films for solid state battery applications | R.S Karthikeya | Materials Science: Materials in Electronics | 2018 | 7 | 13 | St.Francis College for Women, Begumpet, Hyderabad |
| A study on the acc | Shweta Singh | International | 2018 | 6 | 39 | St.Francis |

| | | | | | | |
|--|------------------|---|------|---|-----|---|
| eptability of plant-based milk and curd among the lactose intolerant people residing in kolkata | | Journal of Health Sciences and Research | | | | College for Women, Begumpet. |
| Mixed ligand complexes of CuII with pyridoxal thiosemicarbazone and dipeptides: Synthesis, characterization, DNA binding, cleavage, antibacterial and docking studies. | Dr.Saritha Aduri | J. Indian Chem. Soc., | 2018 | 1 | Nil | St.Francis College for Women, Begumpet. |
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

| Number of Faculty | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 29 | 84 | 1 | 93 |
| Presented papers | 11 | 10 | Nil | Nil |
| Resource persons | 1 | 3 | Nil | Nil |
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

| Name of the Consultant(s) department | Name of consultancy project | Consulting/Sponsoring Agency | Revenue generated (amount in rupees) |
|--------------------------------------|--|------------------------------|--------------------------------------|
| Microbiology | PG Diploma in Clinical Nutrition in association with GMERF | GMERF | 123240 |
| St.Francis College for Women | Pre Medical Education | Xavier University | 1375000 |

| | | | |
|---------------------------|--|--|-------|
| English | Member, Ethical Committee - | Gleneagle Global Hospital | 5000 |
| Physics | Subject Expert in BOS panel-Bhavan's College-Hyderabad | Bhavan's College-Hyderabad | 2000 |
| Electronics | BOS member ,RBVRR College, Hyderabad and Bhavans college , hyderabad | RBVRR College, Hyderabad and Bhavans college , hyderabad | 3000 |
| Mass Communication | Course material Writing | Ar.Ambedkar Open University | 10500 |
| English | Member, Ethical Committee -Gleneagle Global Hospital | Gleneagle Global Hospital | 5000 |
| Microbiology | Sale of Cultures | Various Institutes | 5000 |
| View File | | | |

3.5.2 – Revenue generated from Corporate Training by the institution during the year

| Name of the Consultan(s) department | Title of the programme | Agency seeking / training | Revenue generated (amount in rupees) | Number of trainees |
|-------------------------------------|---|---------------------------------|--------------------------------------|--------------------|
| History | One day Workshop on Autonomy - Opportunities and Challenges | Loreto College, Kolkata | 7000 | 75 |
| History | Resource person at the National Workshop on "Accrediting the Unaccredited Institutions in South Eastern Region at Centre for Staff Training Development (CS TD)-Auditorium, Dr.B.R.Ambedkar Open University | Dr.B.R.Ambedkar Open University | 0 | 250 |
| Mass Communication | Resource Person for Telelessons for Dr.B.R.Ambedkar opne Univeristy | Dr.B.R.Ambedkar Open University | 2000 | 38 |
| Physics | Resource Person for Two Day Workshop on Experimental | Bhavan's Coll ege-Hyderabad | 0 | 100 |

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3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|---|---|--|--|
| The Second Chance, a home for the destitute- Community Outreach | Mass Communication | 2 | 30 |
| Social responsibility - Awareness on Blood Donation (World Blood Donor day) | NSS | 3 | 200 |
| Blood donation camp | NSS | 4 | 200 |
| Village Camp | NSS | 3 | 200 |
| Visit to Sweekaar Deaf and Dumb School on 4th December 2018 | Commerce | 6 | 75 |
| Awareness Programme (rally for unity) | NCC | 2 | 40 |
| Social responsibility(Pass port documentation awareness) | NSS | 3 | 400 |
| Christmas- Outreach | St. Francis College | 145 | 3000 |
| Outreach Program - Disaster Relief Operation in Kerala from 30th August to 05th September 2018. Kerala Flood relief (visit to Kerala and distribution of groceries for 1 month) | NSS and Social Management | 3 | 15 |
| Glee | Spectrum-College science club | 18 | 250 |

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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|----------------------|-------------------|-----------------|------------------------------|
| Nil | Nil | Nil | Nil |
| No file uploaded. | | | |

3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|--|--|--|--|--|
| Gender Sensitization | NSS | Gender sensitization by SHE teams (at Ravindra Bharathi) | 3 | 50 |
| Clean Environment | NSS | Swacchta Pakwada | 3 | 400 |
| Health Centre Programme | St. Francis College for Women (Department of Biochemistry) | Cervical Cancer awareness programme | 5 | 800 |
| World Suicide Prevention Day (WSPD) by Psycon Club | Department of Psychology, St. Francis College for women. | World Suicide Prevention Day (WSPD) on 10th sept 2018 | 3 | 3000 |
| Health camp | St. Francis College for Women (Department of Biochemistry) | Eye Camp | 5 | 200 |
| Clean Environment | Department of Mass Communication St. Francis College for Women | A Campaign to save the Earth' | 2 | 60 |
| Cyber Crime Awareness | Department of Mass Communication St. Francis College for Women | Digital Trust Dialogues | 5 | 200 |
| Fake News Identification | Department of Mass Communication St. Francis College for Women | Recognise and Counter FAKE NEWS | 2 | 40 |
| Addiction: Psychological and Physiological | Department of Psychology, St. Francis College for Women. | Addiction: Psychological and Physiological | 3 | 60 |

| | | | | |
|---|--|---|---|----|
| Effects of Substance Abuse" on 26th July, 2018. | | Effects of Substance Abuse" on 26th July, 2018. | | |
| Cyber Crime Awareness | Department of Hindi, St. Francis College | swachta Pakwada | 1 | 14 |
| View File | | | | |

3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity | Participant | Source of financial support | Duration |
|--|-------------------|----------------------------------|----------|
| Guest lectures at Shenandoah University , Virginia , USA | Dr.Uma Joseph | Self and Shenandoah University | 6 |
| Academic Counsellor | Dr.K.Anitha | Dr.B.R.Ambedkar Open University | 170 |
| Visiting Faculty | Ms.Gayatri | Vijaya Marie college for Nursing | 170 |
| Visiting Faculty | Ms. Kanchana. P | St. Xaviers college | 90 |
| Visiting Faculty | Ms. V. Gayatri | St. Xaviers college | 90 |
| Visiting Faculty | Dr.P.Roselin | St. Xaviers college | 90 |
| Visiting Faculty | Dr.M.Shailaja Raj | St. Xaviers college | 90 |
| Visiting Faculty | Dr. Anitha Thomas | St. Xaviers college | 90 |
| Visiting Faculty | Dr.Annapurna | St. Xaviers college | 90 |
| Visiting Faculty | Ms. D. Sunitha | St. Xaviers college | 90 |
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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|--------------------|--|---|---------------|-------------|-------------|
| Student Internship | Academic programme of Department of Mass Communication | ODMT Online Digital Media Training, Hyderabad | 20/04/2018 | 20/06/2018 | 1 |

| | | | | | |
|---------------------------|--|--|------------|------------|----|
| Student Internship | Academic programme of Department of B. Voc | Tommy Hilfiger | 20/04/2018 | 20/06/2019 | 1 |
| Student Internship | Academic programme of Department of Commerce | Bank of Baroda | 15/04/2018 | 01/06/2018 | 9 |
| Research Project | Academic programme of Department of Nutrition | KIMS Hospital, Secunderabad | 01/05/2018 | 01/06/2018 | 4 |
| Student Internship | Academic programme of Department of Microbiology | Cytomol Labs | 25/04/2018 | 01/06/2018 | 7 |
| Research Project | Academic Programme of Department of Chemistry | DEPARTMENT OF NANOSCIEN CES-JNTUH | 25/04/2018 | 01/06/2018 | 25 |
| Research Project | Academic Programme of Department of Biochemistry | Institute of Genetics, Begumpet. | 01/04/2018 | 01/06/2018 | 27 |
| Research | Department of Public Administration Extension Activity | Centre for Human Security Studies, Hyderabad | 22/04/2019 | 06/06/2019 | 10 |
| Project Work | Academic programme | PANTECH SOLUTIONS AND NATIONAL SMALL INDUSTRIES CORP.CHINNAMY.C@PANTECH MAIL.COM | 20/04/2018 | 20/06/2018 | 19 |
| Training Programme | Academic programme | Nizam College | 23/04/2018 | 23/06/2018 | 39 |
| View File | | | | | |

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|--------------------------------------|--------------------|---|---|
| VAKHYA EMBEDDED AND ENERGY SOLUTIONS | 04/01/2019 | SKILL BASED TRAINING, RESEARCH.GUEST LECTURES | 53 |
| MENTOR MIND | 29/04/2019 | Academic-For | 15 |

| | | | |
|--|------------|---------------------------------------|-----|
| | | Student Internships | |
| ACUMEN CONNECT | 29/04/2019 | FOR FIELD VISITS AND INDUSTRIAL TOURS | 122 |
| Pontificia Università Gregoriana - Centre for Child Protection | 01/07/2018 | Safeguarding: Our Commitment | 60 |
| XUSOM | 09/04/2018 | Academic | 8 |
| GMERF | 09/04/2018 | Academic | 48 |
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| | |
|--|--|
| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
| 100 | 116.25 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|--|-------------------------|
| Others | Newly Added |
| Classrooms with Wi-Fi OR LAN | Existing |
| Number of important equipments purchased (Greater than 1-0 lakh) during the current year | Newly Added |
| Value of the equipment purchased during the year (rs. in lakhs) | Newly Added |
| Video Centre | Existing |
| Seminar halls with ICT facilities | Existing |
| Classrooms with LCD facilities | Existing |
| Seminar Halls | Existing |
| Laboratories | Newly Added |
| Class rooms | Existing |
| Campus Area | Existing |
| View File | |

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or patially) | Version | Year of automation |
|---------------------------|--|---------|--------------------|
| SLIM21 | Fully | 3.6.0 | 2002 |

4.2.2 – Library Services

| Library Service Type | Existing | Newly Added | Total |
|----------------------|----------|-------------|-------|
| | | | |

| | | | | | | |
|---------------------------|------|--------|------|--------|------|---------|
| Text Books | 2256 | 878883 | 1609 | 750184 | 3865 | 1629067 |
| Reference Books | 459 | 256156 | 164 | 241611 | 623 | 497767 |
| Journals | 77 | 160400 | 2 | 13901 | 79 | 174301 |
| e-Journals | 6000 | 5900 | Nil | Nil | 6000 | 5900 |
| CD & Video | 981 | Nil | 13 | Nil | 994 | Nil |
| Library Automation | 1 | 27435 | 1 | 36816 | 2 | 64251 |
| Weeding (hard & soft) | Nil | Nil | 175 | 24530 | 175 | 24530 |
| Digital Database | 1 | 5900 | Nil | Nil | 1 | 5900 |
| View File | | | | | | |

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---------------------------|---------------------------------|---------------------------------------|-----------------------------|
| Dr. T Uma Joseph | 1. Sati in 19th Century India | e-PG Pathshala | 16/10/2018 |
| Dr. T Uma Joseph | 2. Movement for Women's rights. | e-PG Pathshala | 16/10/2018 |
| View File | | | |

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 566 | 363 | 566 | 22 | 0 | 12 | 100 | 1 | 0 |
| Added | 36 | 36 | 36 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 602 | 399 | 602 | 22 | 0 | 12 | 100 | 1 | 0 |

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

| |
|--------------|
| 1 MBPS/ GBPS |
|--------------|

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|---|
| Production Studio | https://drive.google.com/drive/folders/1qTVDrhV- |

| | |
|-----------------------------------|---|
| | kwCIt9pXiM2mCJaSbqm_9mnu?usp=sharing |
| Audio and Video Recording Theatre | https://drive.google.com/drive/folders/19ZeJ_gN5kvRX3ThPmS6OrMD9iUWkmKIy?usp=sharing |
| Multimedia Lab | https://drive.google.com/drive/folders/1ZdwI9A6Rf9Ptp5zhkdPO6kmW6I3M981?usp=sharing |
| Editing Lab | https://drive.google.com/drive/folders/1UQuXZzP8X_bX3mtkrV2VnJwARocVfHag?usp=sharing |

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 170 | 179.28 | 310 | 335.44 |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities The college has a very contemporary infrastructure and facilities that cater to the needs of the faculty and the Students on the campus. Personnel In - Charge, at various levels, ensure the proper and optimal utilisation of the resources/facilities. Construction, repair and renovation works are carried out in consultation with professionally qualified consultants. Full time electricians look into the electrical works, maintenance of UPS, functionality of AV systems for events, etc. The building supervisor regularly checks the condition of furniture, replacing the damaged with new furniture. The housekeeping staff looks into the cleaning and maintenance of all rooms and corridors. Fire extinguishers and safety devices are placed on all floors, laboratories and halls. Water dispensers are provided in the UG and PG blocks. The campus is under CCTV surveillance, ensuring the safety/security of the persons and equipment. The security personnel ensure the safety of the campus round the clock with strict vigilance at the entry/ exit points. Professionally qualified staff maintain the computers, and other ICT tools available in the classrooms and labs assisted by competent lab faculty. Faulty computer components are repaired or replaced as required. Labs in each department are furnished with the latest equipment. Proper use of laboratory equipment is explained to students. The log/ stock registers are maintained, and stock checking is done at the end of the academic year. Departments identify the required equipment, chemicals or samples for the next academic year, and the list is submitted in principal's office for approval before procurement. All the information/ instructions pertaining to the labs/ experiments is regularly updated on the notice board. The college has set up a Research Resource Center as a central facility for advanced level experiments, project work and research. Machines and equipment are supported by periodic maintenance. Apart from sophisticated scientific research instruments, this list includes the RO water purifiers, air conditioners, EPABX system, CCTV network, Wi-Fi network, etc. The Library is fully automated and has over 88,000 books, apart from online books and journals. The details of new books and their

invoice are made in the Accession Register. The library staff conduct orientation to the first year students to explain the use and maintenance of the available facilities. The college has a state of art Indoor Stadium, apart from sprawling ground for sports. The equipment/ sports gear is identified and purchased upon the approval of the Principal. The First Aid Kit is kept handy at all times for the students. Aaharam, the college canteen, Aaram Viram that helps students relax, student corner, the fitness center and health center, provide the much-needed comfort zone on the campus. The American corner serves as research and resource centre. It aids in the application of Fulbright -Nehru and other Fulbright fellowship for students and teachers. The two Prayer Rooms on the first and third floors provide the much-needed serene ambience for the spiritual minded.

<http://sfc.ac.in/facilities.php>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

| | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|--------------------------|--------------------|------------------|
| Financial Support from institution | Management | 153 | 1691510 |
| Financial Support from Other Sources | | | |
| a) National | Scholarships | 26 | 859979 |
| b) International | Nil | Nil | 0 |
| View File | | | |

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved |
|---|------------------------|-----------------------------|--|
| Remedial Coaching | 23/07/2018 | 217 | Departments |
| Mentoring | 11/06/2018 | 3998 | Departments |
| Retreat for Catholic students | 14/09/2018 | 611 | Fr.Benny SVD, Divine Word Centre, Muthangi |
| Outbound Training | 22/07/2018 | 1151 | Management |
| Personal Counseling | 06/09/2018 | 200 | Aasra, Coubselling Centre |
| Entrepreneurship development workshop | 07/01/2019 | 200 | Commerce Department, SFC |
| Training for Placements | 13/11/2018 | 603 | Arcesium, Deloitte and Placement Cell |
| Voters Day | 25/01/2019 | 2000 | Rhetoric Political Science club |
| Bridge Courses | 04/07/2018 | 15 | Commerce Department, SFC |
| Haritha Haram | 16/07/2018 | 25 | NSS |

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|------|---|--|--|--|---------------------------|
| 2018 | Career Counseling | 196 | 452 | 61 | 378 |
| 2018 | Training for Placements | Nil | 603 | Nil | 329 |
| 2018 | Career Counseling session in Genetic counseling | Nil | 2 | 2 | Nil |

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| 667 | 667 | 6 |

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|-------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| Bharat Biotech | 620 | 336 | Cognizant | 61 | 43 |

[View File](#)

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|------|--|--------------------------|---------------------------|---|-------------------------------|
| 2018 | 25 | BA | Mass Communication | Swinburne University of Technology | M. A Media in Communication |
| 2018 | 1 | BA | HLP | Symbiosis College of Arts & Commerce, Pune. | MA, Literature |

| | | | | | |
|------|----|---------------------------------|---------------------|-------------------------------|-------------------------------|
| 2018 | 1 | BA | HLP | UoH | MA, Political Science |
| 2018 | 18 | B.Com | IPP | ICAI | CA |
| 2018 | 1 | B.Sc | MPCS | HRD College, Hyderabad. | MSc physics |
| 2018 | 1 | BSc | BTMBC | VIT | MSc Biotec hnology |
| 2018 | 1 | BSc | BTMBC | Queensland University | MSc Biotec hnology |
| 2018 | 1 | BSc | BTMBC | St. Francis College | MSc Microbiology |
| 2018 | 1 | B.Sc Software Engineering | Computer Science | Christ University | M. Sc. Computer Science |
| 2018 | 1 | M.Sc | Microbiology | LVPEI | PhD |

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items | Number of students selected/ qualifying |
|-------|---|
| NET | 1 |
| GMAT | 6 |
| CAT | 13 |
| GRE | 5 |
| SET | 1 |
| TOFEL | 1 |

[View File](#)

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity | Level | Number of Participants |
|--|------------------|------------------------|
| Inquization- Intercollegiate Buisness Quiz Competition | Inter collegiate | 48 |
| Jashn-e- India -Flash Mob | Intra collegiate | 300 |
| Telugu Sahitya Samskrutika Dinosaurs Vedukalu | Intra collegiate | 200 |
| Yuvaflare | Inter collegiate | 3300 |
| Department of Chemistry - Chemistry Tambola | Inter collegiate | 120 |
| Economics-Face Painting | College | 20 |
| Kite Festival | College | 26 |

| | | |
|---------------------------|------------------|-----|
| Photography | Inter collegiate | 10 |
| Media Sphere | National | 200 |
| Catharsis | Inter collegiate | 150 |
| View File | | |

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

| Year | Name of the award/medal | National/ International | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|------|---|-------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| 2018 | National Karate Championship | National | 3 | Nil | 12131908 1025 | N.Kavya Menon |
| 2018 | Interstate Karate Championship | National | 2 | Nil | 12131908 1025 | N.Kavya Menon |
| 2018 | AITA - Jaipur | National | 1 | Nil | 12131701 1005 | Sravya Sivani |
| 2018 | South Zone Inter University Tournament | National | 1 | Nil | 12131808 2060 | T Shreya |
| 2018 | World Karate Championship Greece 2018 | International | 1 | Nil | 12131908 1025 | N.Kavya Menon |
| 2018 | WTA & AITA U/18 Portugal Tournament | International | 2 | Nil | 12131800 2018 | Sama Sathvika |
| 2018 | WTA & AITA Junior Portugal Tournament | International | 1 | Nil | 12131800 2018 | Sama Sathvika |
| 2018 | All India Inter University Skating Championship | National | 1 | Nil | 12131700 4014 | Kairavi F Thakkar |
| 2018 | 18th Asian roller skating championship at Korea | International | 1 | Nil | 12131700 4014 | Kairavi F Thakkar |

[View File](#)

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Under Autonomy the college has constituted various statutory bodies as per the UGC guidelines, which have met and approved the rules of admission, new syllabi, new courses and patterns of evaluation and assessment. Student nominees are included in the Academic Council statutory body and the inputs given by the students are considered with due diligence by the respective committee heads and after a thoughtful deliberation, a conducive conclusion is arrived upon on matters related to concerns, new policies and curriculum. The college has an active Student Council, Class Representatives and Club coordinators with elected members to serve as an interface for the students, staff and the Management. The suggestions and feedback is regularly collated to address the student concerns. Committees The commitment of the college to quality education has been made possible through different committees for the implementation and monitoring of the various activities in a democratic way. Autonomy has facilitated transparent and participative governments with powers, responsibilities and duties assigned to various committees, comprising Staff and students. These include ? Internal quality assurance cell (IQAC) ? Student quality circles (SQC) ? National festivals ? Fresher's / Farewell Event ? Remedial instruction ? NSS/ NCC/ Sports ? Magazine ? Women's Cell ? Placement Cell ? Natale ? Library ? Faculty Clubs Student clubs organise academic, sports and cultural activities at college level and national level and observe the National Festivals with patriotic fervour and Conduct Teacher's Day, Fresher's day and Farewell Day with gusto. Activities are held for the Non-Teaching staff to rejuvenate their spirits from the mundane activities and days of relevance like AIDS Day, Cancer awareness Drive, Gender Equity Drives and Street plays, Anti- corruption day, Prakriti day, Voter's Day, Hug Day, Suicide Prevention Day, Statistics Day, to name a few , are observed to foster Equality and Security .

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

St. Francis Alumnae Association Alumnae are the ambassadors of an institution. St. Francis College for Women has distinguished itself for excellence in education and holistic development and in this endeavour, produced women of substance in the last 61 years and unceasing. The alumnae in turn have formed an Association to contribute in areas propitious to the student, college and community. The Association was established in the year 1994, with more than 40,000 members and has been earnestly involved in rendering their contribution to achieve and sustain the Vision and Mission of the College. Some of our prestigious alumnae are Ms. K Sunitha, Commissioner Collegiate Education, Govt. of AP., Dr. Mary Gnora T Sangma, IPS Principal, Police Training School Umran, Meghalaya Dr. Manjula Reddy, Chief Scientist, Centre for Cellular Molecular Biology, Hyderabad Ms. Tejdeep Kaur Menon, Additional DGP, Telangana Ms. Anita Ramchander IAS, Govt. of AP Ms. Smita Sabhrawal, Secretary to CM, Govt. of Telangana, Ms. Deepika Reddy, Kuchipudi Dancer Ms. Vani Mohan District Collector, Govt. of AP Ms. Jameel Fathima Zeba, Assistant Magistrate Assistant Collector, Hooghly, West Bengal. The Association has been registered with the Registrar of Societies as "St Francis Alumnae Association", Hyderabad. The executive body of the association meets once in three months and plans programmes to benefit the current students. The Alumnae meet annually and have Reunion to foster fellowship and share their experiences with the new members of the group thus in this manner contribute to the enrichment and growth of the college. Alumni members are also a part of the Board of Studies of their respective departments, this facilitates and offers valuable insights during

the restructuring of the curriculum to upgrade the syllabus of the courses. The Alumni generously contributes to the infrastructure development of the college. The Alumnae also offers its help to the enrichment of college in different capacities • As part time counsellors • Facilitators in Career Guidance • Distinguished lecture Series • Staff welfare activity • Alumni Connect-Orientation to the outgoing students. • Facilitators in Human Values sessions. • Guest Speakers in various occasions • Organise Field trips to students • As Faculty members • Outreach programmes to the underprivileged • Staff Health Insurance The Alumnae of St Francis College are spread pan globe and are continuing successfully and contented in their chosen sphere of occupation and have attributed their success to the learning experience, sense of discipline and values imbibed from this institution.

5.4.2 – No. of registered Alumni:

1021

5.4.3 – Alumni contribution during the year (in Rupees) :

1460338

5.4.4 – Meetings/activities organized by Alumni Association :

4 - <http://sfc.ac.in/sfcplus-alumnaeconnect.php> St. Francis College for Women has the distinction for excellence in education and for continually giving to society women of substance. Established in the year 1994, the Alumnae Association of St. Francis College has since been actively involved in supporting all the activities and initiatives at college. Today we are proved to be a part of this great Alma Mater which overturned us and prepared us to meet with any challenge that we may encounter in life. Programs activities: The alumnae association has regular meetings once in two months. This academic year the alumnae association had 4 meetings., on 20th July, 29th Sept., 25th Oct 2018 and 16th Feb 2019 respectively. Alumnae Executive Board: The Executive Board meets regularly and efforts are being made to strengthen the board. 1. SFC Kerala relief Operation Alumnae contributed in cash towards the Kerala relief operation in the month of August. Amount contributed from Alumnae --Rs. 81,600/- Dr. Sr. Shirley, Mrs. Margaret and Ms. Marie accompanied by a team of students visited the place and donated the amount. 2. The 14 th annual general body meeting was held on 29th September, 2018. 3. The "Service Excellence award" instituted by Alumnae association for the best teaching staff was awarded to Ms. Margaret Selvaraj on Sept 5th Teachers Day. 4. Alumnae Guest Lecture: Alumnae association of college has conducted 2 guest lectures in the academic year 2018-19. ? The first one was on 12th December 2018 for P.G students on "Prospects in the field of Sciences'' by Ms. Vinodini Gibson, Business Research Analyst, Dupont Sustainable Solutions, an alumnus of 2004 batch. ? The second one was on 14th January 2019 for B.Sc. II Physical Students on "Career opportunities in Mathematics" by Dr. B. Padmavathi, Professor School of Mathematics Statistics, also an alumnus of 1986 batch. 5. Alumnae Reunion: 16th Feburary 2019 marked to be a memorable day for alumnae association of St. Francis College. Alumnae of college had a great get together at the Secunderabad, Sailing Club. Overall there were 47 alumnae who attended the event. The group comprised of alumnae from the fresh batch to as old as 35 years back. Franciscan's from the batch 1987- 2017 were a part of this reunion. It was a great get together that evening. The meeting began with the prayer song of our college followed by presentation of College Documentary. Ms. Shalini Deen Dayal, President of Association, briefly introduced the committee members to the people gathered there and also mentioned the significant events conducted by the Association. Ms. Deepa James, Joint Secretary briefly described the upcoming events for the Diamond Jubilee. All the members were overwhelmed in meeting their good old friends and expressed that they had such

reunions every year.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Institution follows decentralization and participative management by delegating responsibilities to various individuals who hold responsible positions in the college such as Vice Principal, Dean of Academics, Heads of Departments and Coordinators for various academic programmes and committees. There are several statutory committees that help in planning the schedule of activities for the academic year. The Institution follows the strategic plan envisioned by the management. Feedback from the stakeholders is incorporated while drawing up the academic plan for the year. Review of curriculum and syllabus is carried out periodically by all the departments. The Boards of Studies offer constructive suggestions in the review of curriculum. The Heads of departments follow a consultative process in seeking opinion and feedback from the faculty members of their departments in academic and administrative matters. This feedback is conveyed by the heads of departments to the Principal and appropriate action is initiated. Several faculty members hold responsible positions such as Dean Academics, Dean Student Affairs, Coordinators of various committees and academic programmes, members of Academic Council and Governing Body. Faculty members are actively involved in the decision-making process. The decision-making process in the college is carried out through the Governing Body - Board of Management Principal - Academic Council -- Heads of Department Programme Coordinators - Departmental Boards of Studies. The staff association provides inputs to the management on issues of importance to ensure informed decision making. Besides there is student representation in Academic Council and IQAC ensuring incorporation of stake holder interest. The college has successfully implemented the strategic plan (2012-17) and has drawn up the strategic plan for 2018-23 through a consultative process.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type | Details |
|------------------------|---|
| Curriculum Development | <p>The college follows a well-structured process for Curriculum design and development. The Head of the Department and the faculty members initiate the idea for New curriculum development based on the regular feedback that is initiated. . Inputs from University representatives, industry experts, Alumnae and scientists are obtained.</p> <p>The department undertakes the curriculum design and development. The curriculum developed is presented to the Principal and Management for approval. After this it is presented to the Board of Studies for approval followed by Academic council ratification. The final sanction is by</p> |

| | |
|----------------------------|---|
| | the Governing body after which it is implemented |
| Teaching and Learning | <p>Student centric teaching methodology that incorporates experiential and participative learning along with problem solving techniques is adopted. Several strategies to cater to the requirement of advanced and slow learners are adopted. Faculty have access to ICT tools and resources for delivery of teaching content. A record of topics covered hour wise by the faculty, Innovative teaching methodology used is recorded in the teaching diary. This helps to plan and review the teaching methodology.</p> |
| Examination and Evaluation | <p>The evaluation system comprises of continuous assessment (40 marks) and end semester examination (60 marks). The continuous assessment includes skill-based assessments (20 marks) and written exam (20 marks). The office of the Controller of Examinations uses a comprehensive Examination ERP that provides for online registration and generation of nominal rolls, downloading of Hall tickets, coding of answer scripts, publication of results and printing of certificates. To improve academic quality, results of various programmes are reviewed semester wise by the IQAC. Students can apply for revaluation of the semester end examination answer scripts. PO's, PSO's and COs are displayed on the website</p> |
| Research and Development | <p>The college has well defined policies for Research, plagiarism, IPR and consultancy. Code of Ethics is in place. The faculty research cell coordinates research activities in the College. Research facilities include state of the art laboratories, AXIS Lab, Louis Pasteur research laboratory, Darwin virtual laboratory, plant and animal tissue culture laboratory, Media laboratory, Green house and Poly house, Green matte studio, Internet resource Centre, PSS software, mathematica7, MathCAD 10.5, statistica, flare professional. An exclusive research Centre for Microbiology is available. Faculty have published patents and some of them are qualified research guides. Faculty have publications in Scopus, WoS indexed and UGC recognized journals.</p> |

| | |
|---|---|
| <p>Library, ICT and Physical Infrastructure / Instrumentation</p> | <p>We believe that upgradation will allow students to make the best use of opportunities and also improves resource efficiency. The equipment in Chemistry and Biotechnology departments has been purchased with the intention of improving students' access to latest technology and to acquaint them with the current trends in experimentation.</p> <p>Alongside these upgrades in laboratories, the college has also invested in automating the library using SLIM 21 software. The AMC is renewed and an SMS package delivers alerts to the users of library facilities. Our computers too have been upgraded in order to ensure seamless performance and compatibility with latest software.</p> |
| <p>Human Resource Management</p> | <p>Recruitment policy: The college has set a high bench mark for recruitment. Highly qualified candidates with PhD. NET qualified are preferred. The recruitment is based on scanning the C. V of the candidates who have applied. The shortlisted candidates are called for an interview and Demonstration lecture. Suitable candidates are selected. The faculty members submit self-appraisal forms every year to the IQAC. The self-appraisal forms contain details of the faculty member's Academic Contribution, Research Publications, Awards, Participation in extension, innovative teaching methods adopted. The student feedback of faculty teaching performance is submitted to the principal and suitable action is initiated if the faculty member is found wanting in any area. Feedback on non-teaching staff assigned to a particular department is provided by the concerned Heads of Departments to the Principal and appropriate action is initiated.</p> |
| <p>Industry Interaction / Collaboration</p> | <p>The college strives to match its aspirations with the demands of the globally competitive industrial environment. On the job trainings, mandatory internships, project evaluation by industry, Entrepreneurial development seminars by NISIET, Extension lectures by practicing managers, coaching classes by TIME and CAREER LAUNCHER, campus interviews by leading companies are some of the initiatives in this direction. The</p> |

| | |
|-----------------------|--|
| | Board of Studies of several departments have an expert from the industry as a member. Besides experts from the industry are members of the Academic Council and Governing body thereby ensuring that curriculum design incorporates industry needs |
| Admission of Students | The college admits students based on merit and the permitted number of seats available per program. Being a minority institution seats are reserved for minority, socially disadvantaged and poor students. In addition to the applications received for the self-financing programs, the college admits students through DOST by the state government for the aided programs. |

6.2.2 – Implementation of e-governance in areas of operations:

| E-governance area | Details |
|-------------------------------|---|
| Planning and Development | The budget requirement for the various departments and activities is collected by the college Bursar at the beginning of the year. The principal in consultation with the Bursar and Correspondent decide on the allocation of funds for the various activities and departments. All the allocation is done using the ERP. At the end of the year, the departments present details of funds utilised. |
| Administration | The college uses On Edu, a comprehensive ERP solution which has several modules that facilitate e governance in administration. The modules relate to Admission, attendance, certificates, communications, student information, staff management, Examination and evaluation, placement, Accounts, Time table, online exams, student feedback, circulars, leave management, class material, course registration, event registration and attendance. |
| Finance and Accounts | The Accounts module in On Edu ERP streamlines the process of assigning, collecting, and reporting various types of fees collected by an institute. Some features include: Categorize fee types for reporting purposes. Define standard fee structures applicable to large group of students. Assign fee structure to students. Modify fee structure for specific students |
| Student Admission and Support | The On Edu ERP has several modules that help in Student admission and |

support. The Admission module enables SFC to manage all online applications and streamline the admissions management process. Some features include: Automated and timely communication to applicants. Online application entry and submission by applicants. All parts of the application including documents and photos can be uploaded. Manage offline and online applications in one database - in one view. Implement standardized and streamlined admissions process. The Attendance module streamlines student attendance data capture, monitoring and reporting process and make it easy for the institute to implement the defined attendance regulations. The Certificates module streamlines the process of request, verification and issue of various certificates and letters to the students. The Class Material module helps students access content shared by faculty in a secure way. The Student Information module deals with all student related information to be displayed to parents, faculty and management in a crisp, clear and tabulated screen The Placements module not only manages student resumes, but also allows short listing by various filter criteria and tracks individual students through every recruitment process they attend and generates trend reports. The Course Registration module helps students register for different electives being offered during undergraduate program.

Examination

The Examination Evaluations module of OnEdu ERP is designed to setup, schedule, and track student assessments. Based on configuration a variety of assessment models are possible. Some features include: Online registration for exams Generating hall tickets, nominal rolls Generating seating and invigilation plan Marking Attendance for the exam Generating Award List Simple Marks entry screens Publishing Results. Apart from this the Online Exams module provides a quick and easy tool to assess strengths and weaknesses of the students

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|------|--------------------------|---|---|-------------------|
| 2018 | Dr.M.Shailaja Raj | - | Association of Microbiologists in India | 1000 |
| 2018 | Dr.Savitha Sukumar | - | Fellow Member of Institute of Cost Accountants of India | 1770 |
| 2018 | Dr.Aruna | - | Indian Virological Society | 2500 |
| 2018 | Sr. Sandra Horta | - | The Indian Science Congress Association- Lifetime Membership | 1500 |
| 2018 | Dr. Mallika Shetty | 12th International Conference on The Future of B usiness- Industrial Revolution 4.0School of Management ,Kristu Jayanti College ,Bengaluru | - | 2100 |
| 2018 | Mr. Venkatesh Mutyala | Orientation Program on Management of Skill development at Higher Educationand Administration, New Delhi | - | 12000 |
| 2018 | Dr.K.Sirisha | National seminar on New Business Avenues in Telangana State | - | 1000 |
| 2018 | Ms.Alice David | National seminar on New Business Avenues in Telangana State | - | 1000 |
| 2018 | Ms. Shouni | Plant Tissue | - | 1770 |

| | | | | |
|---------------------------|--------------------|--|---|------|
| | Niveditha | culture workshop at EPTRI | | |
| 2018 | Ms. Mini Fernandez | Plant Tissue culture workshop at EPTRI | - | 1770 |
| View File | | | | |

6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|---------------------------|---|---|------------|------------|---|---|
| 2018 | Empowered Educators | Nil | 06/07/2018 | 06/07/2018 | 180 | Nil |
| 2018 | 'Intellectual Property Rights-Opportunities and challenges for Higher Educational Institutions' | Nil | 09/03/2019 | 09/03/2019 | 180 | Nil |
| 2018 | Life Skills Education (LSE) Career Mentoring Skills (CMS) | Nil | 22/04/2019 | 22/04/2019 | 180 | Nil |
| 2018 | Workshop on Total Quality Management | Nil | 13/07/2018 | 13/07/2019 | 40 | Nil |
| 2018 | Outcome based education | Nil | 15/02/2019 | 15/02/2019 | 40 | Nil |
| View File | | | | | | |

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---------------------------------|-----------|---------|----------|
|---|---------------------------------|-----------|---------|----------|

| | | | | |
|--|-----|------------|------------|---|
| ``Library Resources for teaching and research - opportunities and challenges`` | 2 | 30/11/2018 | 30/11/2018 | 1 |
| Life Skills Education and Career mentoring Skills | 180 | 22/04/2019 | 23/04/2019 | 2 |
| ``Intellectual Property Rights | 180 | 09/03/2019 | 09/03/2019 | 1 |
| FDP on R programming | 13 | 04/01/2019 | 04/02/2019 | 2 |
| ``Research based Pedagogical Tools`` | 5 | 17/01/2019 | 19/01/2019 | 3 |
| Outcome based Education | 40 | 15/02/2019 | 15/02/2019 | 1 |
| National Seminar on Analytical Sciences by NCCCM-BARC | 16 | 09/03/2019 | 09/03/2019 | 1 |
| Genome Engineering with CRISPR-Cas9 technology organized by Dr. Reddy's Institute of Life Sciences, in University of Hyderabad campus, Hyderabad | 1 | 30/01/2019 | 01/02/2019 | 2 |
| Plant Tissue culture workshop at EPTRI | 2 | 23/04/2019 | 27/04/2019 | 5 |
| Workshop on OOPs and C, Little Flower College ,Uppal. | 2 | 28/02/2019 | 01/03/2019 | 2 |
| View File | | | | |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| | | | |

| | | | |
|-----|-----|-----|-----|
| 179 | 179 | 104 | 104 |
|-----|-----|-----|-----|

6.3.5 – Welfare schemes for

| | | |
|----------|--------------|----------|
| Teaching | Non-teaching | Students |
| 14 | 10 | 9 |

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

College has the mechanism to have both internal and external audit. There are three categories of audit conducted in the college. 1. The internal audit. 2. The audit from the Office of Commissioner of College Education, Hyderabad 3. Office of the Accountant General, Telangana Government The internal financial audit is conducted twice a year. The first audit for the first nine months of the year i.e., from 1st April to 31st December takes place in the month of January of the following year. The audit of the accounts of the remaining three months happens at the end of the financial year i.e., April. The internal audit is done by S. Ramesh Babu and Co., Chartered Accountants, according to the audit standards generally accepted in India. After a thorough perusal they certify each year that the Balance sheet of the state of affairs of the college and the Income and Expenditure accounts for each year is fair and true. The office of the Commissioner of the Collegiate education also conducts the audit from time to time for all the government funds received by the college. The college also had audit conducted from the office of the Accountant General from Telangana state for the accounts of the last 10 years from 2009 to 2019 by a team of three auditors. The college settles the audit objections if any within 15 days of the receipt of the audit report.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---|
| Anonymous | 1500000 | Swarnojwala Scheme adoption of rural students and educating them. |
| View File | | |

6.4.3 – Total corpus fund generated

| |
|------------|
| 7183573.97 |
|------------|

6.5 – Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|--------------------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | Null | Yes | Principal and IQAC |
| Administrative | No | Null | Yes | Principal and IQAC |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Parents provide feedback to IQAC on various aspects such as quality of teaching, student discipline, facilities provided by the college, examinations, Safety and security measures provided by the college, whether curriculum

provides for holistic development, academic flexibility and industry readiness. 2. The faculty are in touch with the Parents right from day one when Parents attend the detailed orientation of the college along with their children. The parents are met regularly after every evaluation. 3. Parents distinguished in different walks of life also contribute to the enrichment of college by giving Guest lectures.

6.5.3 – Development programmes for support staff (at least three)

- The college management organizes orientation programme to the support staff every year.
- Besides a picnic for support staff is organised every year.
- Communication skills and etiquette seminars are conducted for them by the Department of English to help them give their best

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Star Health insurance implemented for employees 2. Construction of State of art Indoor Stadium to promote sports activities in the campus. 3. Introduction of New interdisciplinary courses focusing on building life skills.

6.5.5 – Internal Quality Assurance System Details

| | |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b) Participation in NIRF | Yes |
| c) ISO certification | No |
| d) NBA or any other quality audit | No |

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------|--|-------------------------|---------------|-------------|------------------------|
| 2018 | Orientation to newly admitted UG PG students | 07/06/2018 | 11/06/2018 | 15/06/2018 | 1696 |
| 2018 | One day Workshop on Young Leaders in Quest for Quality | 07/06/2018 | 19/12/2018 | 19/12/2018 | 40 |
| 2018 | One Day Seminar on Outcome Based Education | 07/06/2018 | 15/02/2019 | 15/02/2019 | 40 |
| 2018 | Orientation to newly recruited staff ARPRIT Mooc courses | 07/06/2018 | 18/12/2018 | 18/12/2018 | 35 |
| 2018 | Academic and Administrative Audit | 07/06/2018 | 18/12/2018 | 18/12/2018 | 4295 |
| 2018 | Up | 03/05/2018 | 03/05/2018 | 30/05/2019 | 4295 |

| | | | | | |
|---------------------------|--|------------|------------|------------|------|
| | gradation of Health centre facilities with visiting doctor and nurse availability during the college timings | | | | |
| 2018 | Conduct of Green Audit - including Energy, water audit, maintenance of Bio diversity register | 03/05/2018 | 03/05/2018 | 30/05/2019 | 4295 |
| 2018 | 2 Day Workshop on Life Skills | 07/06/2018 | 22/04/2019 | 23/04/2019 | 179 |
| 2018 | Renovation of College Canteen | 03/05/2018 | 03/05/2018 | 30/05/2019 | 4295 |
| 2018 | Testing Potability of drinking water in the College | 03/05/2018 | 03/05/2018 | 30/05/2019 | 4295 |
| View File | | | | | |

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme | Period from | Period To | Number of Participants | |
|--|-------------|------------|------------------------|------|
| | | | Female | Male |
| Guest Lecture on "Empowering a girl child towards the country's progress" by Mr. Ritwik from Don Bosco Institute | 24/01/2019 | 24/01/2019 | 120 | Nil |
| Guest Lecture on Cervical Cancer | 29/06/2018 | 29/06/2018 | 100 | Nil |

| | | | | |
|--|------------|------------|------|------|
| Vaccination awareness by Dr. Vimala Kumari Gedda, Consultant, Gynecology and Obstetrics, CARE Hospitals, Hitech city, Hyderabad | | | | |
| International Women's Day was presided by Dr. Leslie Wickman, astronaut from NASA and California Baptist University | 08/03/2019 | 08/03/2019 | 500 | Nill |
| Paper presentation by students on various aspects related to women in marginalized communities at National Seminar conducted by Sanskruti - ICDR Organization on "Women among marginalized communities of India-Issues and challenges" | 01/02/2019 | 02/02/2019 | 16 | Nill |
| Paper presentation by students on "Role of Social media in Gender Sensitization" at Two-day National Conference organized by Kristhu Jayanthi College, Bengaluru | 19/02/2019 | 20/02/2019 | 16 | Nill |
| Dr. Sridevi Gedda, Gynecologist, Vinn Hospitals | 09/07/2018 | 11/07/2018 | 4198 | Nill |

| | | | | |
|--|------------|------------|----|------|
| was invited for consultation in the health center | | | | |
| Street Play at the High Court on , Gender Sensitization called 'Mudda Ghatak Hai' by LaFiesta, theatre committee | 30/07/2018 | 30/07/2018 | 16 | Nill |
| ARIZONE -Showcasing budding women entrepreneurs | 06/09/2018 | 06/09/2018 | 30 | Nill |
| Talk on Social Entrepreneurship | 30/07/2018 | 30/07/2018 | 40 | Nill |
| Investing the Right Way- An Enlightening Lecture on Mutual Funds as an Investment Avenue so as to encourage women towards attaining financial independence | 03/07/2018 | 03/07/2018 | 55 | Nill |
| Guest Lecture on "Dealing with eve teasing, abuse, cyberbullying, harassment " organised by SHE teams, Govt. of Telangana | 23/07/2018 | 23/07/2018 | 55 | Nill |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Percentage of power requirement of the College met by the renewable energy sources ? Rooftop Solar Photovoltaic Power System which has a capacity of 25kWp has been installed in the college in 2018. The 25kWp solar project, on an average generates 100kWh of electricity in a day supporting major energy requirements of the college. ? Solar Lights are installed in the college campus which contributes towards energy saving. ? Shubhram is the solid waste management centre of the college catering to the segregation and effective management of waste generated in the college premises. The unit has specific sections where solid waste is segregated as 'wet' and 'dry'. The dry waste such

as plastics, papers, cartons, e-waste and scrap are separated and sent to 'Waste ventures of India' for recycling. The organic waste such as dried leaves and kitchen refuse from the canteen are used for composting. Thus, Shubhram is a wholesome solution for solid waste management. ? Water audit conducted by Vyoma Consultancy Services, assessed the water consumption, prepared a consumption based audit and gave recommendations to improve water consumption. Testing for Potability of drinking water is an integral aspect of Quality initiatives to ensure the quality of water supplies in the college. Samples are collected from various coolers in the campus and testing is done at regular intervals to check for contamination.

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|-----------------------------|--------|-------------------------|
| Physical facilities | Yes | 4 |
| Provision for lift | Yes | 4 |
| Ramp/Rails | Yes | 4 |
| Braille Software/facilities | Yes | 1 |
| Rest Rooms | Yes | 4 |
| Scribes for examination | Yes | 4 |
| Any other similar facility | Yes | 1 |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|------|--|--|------------|----------|--|---|--|
| 2018 | 1 | Nil | 27/07/2018 | 10 | Ten day foundation course in Astronomy and Astrophysics organised by the Department of Astronomy, Osmania University | - | 1 |
| 2018 | 1 | 1 | 28/06/2018 | 1 | Guest Lecture on Nutrition for young children at Glendale | Importance of nutrition amongst youngsters for their well being was | 100 |

| | | | | | | | |
|------|---|-----|------------|----|---|---|-----|
| | | | | | Academy by Department of Nutrition | emphasized | |
| 2018 | 1 | 1 | 30/06/2018 | 1 | Street play near High Court - Hyderabad organised by the Dept of English | Instilling the importance of Gender sensitization | 16 |
| 2018 | 1 | Nil | 04/08/2018 | 1 | Field trip to Nehru zoological park -Hyderabad by Dept of Zoology | Instilling the need to protect and care for animals | 125 |
| 2018 | 1 | Nil | 20/08/2018 | 1 | Field trip to Masqati Dairy Plant organised by Department of Bio Technology | Orienta tion and Experimental learning | 82 |
| 2018 | 1 | 1 | 01/09/2018 | 14 | Swachata Pakhwada-An initiative of UGC-MHRD Program-The entire college took part in it | Cleanliness Drive | 400 |
| 2018 | 1 | Nil | 25/09/2018 | 1 | Guest lecture on Green Chemistry by Dr. Krishnan, Associate Professor , Birla Institute of Technology and Science | Emphasizing the importance of "Green Chemistry" | 200 |

| | | | | | | | |
|------|---|-----|------------|---|--|--|-----|
| | | | | | by Department of Chemistry | | |
| 2018 | 1 | Nil | 27/09/2018 | 2 | Mock Stock Exchange in collaboration with ICICI organised by COFEE club - Department of Commerce | Inculcate the trading knowledge of stock market | 46 |
| 2018 | 1 | 1 | 22/11/2018 | 1 | Guest lecture on Nutrition for Fitness to the students at National Institute of Fashion Technology - Hyderabad by Ms. Tabitha Ramona HOD - Nutrition Department. | Emphasis on Nutrition and Fitness amongst youngsters | 60 |
| 2018 | 1 | 1 | 29/11/2018 | 1 | Annual Outreach Program GLEE by Department of Science along with the science club Spectrum | Demonstrated live experiments 3D models in science | 250 |

[View File](#)

7.1.5 – Human Values and Professional Ethics

| Title | Date of publication | Follow up(max 100 words) |
|-------|---------------------|--------------------------|
|-------|---------------------|--------------------------|

| | | |
|--|-------------------|--|
| <p>Professional Ethics - Francisian Handbook http://sfc.ac.in/NAAC2019/Criteria_6/611/FrancisianBookPages.pdf</p> | <p>07/06/2018</p> | <p>The Management along with the Heads of the Departments and the Controller of Examinations plans and publishes the academic calendar for every new academic year. This handbook contains details pertaining to important aspects of the college's history, organization management as well as rules guiding the conduct of staff students pertaining to every aspect of corporate college life. The students are expected to read the rules regulations pertaining to code of conduct sign an undertaking that they have read and will abide by the same.</p> |
| <p>Human values- http://sfc.ac.in/value-education.php</p> | <p>07/06/2018</p> | <p>Right from its inception, St. Francis College For Women has incorporated value education as part of its academic programme, proving our commitment to the promotion of values. The main objective of these programmes are to inculcate in students human values, through informal and interactive sessions. Classes on value education are held once a week. Topics discussed are generally related to youth and the conflicts and challenges they face. These issues are discussed through role-plays, skits and questionnaires. The courses have been well-received, with students reporting that these sessions have been of immense help in their personal and professional lives. 75 attendance in Value Education classes is compulsory, and this earns a student one</p> |

credit at the end of the undergraduate programme.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|--|---------------|-------------|------------------------|
| Workshop on "Awareness on Climate Change, Adaptation and Mitigation" | 12/01/2019 | 12/01/2019 | 180 |
| Lecture on Cervical Cancer Vaccination awareness | 29/06/2018 | 29/06/2018 | 324 |
| International Yoga Day organised by NSS unit | 22/06/2018 | Nil | 4295 |
| National Nutrition Day organised by the department of Nutrition | 06/09/2018 | 06/09/2018 | 50 |
| Suicide prevention day organised by Psycon club | 10/09/2018 | 10/09/2018 | 4295 |
| International Mens Day organised by womens cell | 19/11/2018 | 19/11/2018 | 25 |
| International Womens Day organised by Womens cell | 08/03/2019 | 08/03/2019 | 4295 |
| Workshop on Rational Emotive Behavioral Therapy by the department of Psychology | 22/06/2018 | 30/06/2018 | 31 |
| Workshop on "Inter-Intra Personal Interaction organised by the department of Social management | 02/07/2018 | 02/07/2018 | 150 |
| Guest lecture on 'Sustainable farming organised by the department of Environmental studies | 28/09/2018 | 28/09/2018 | 121 |

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

| |
|---|
| Plastic free campus - Ban on use of plastic on campus by students, staff and at various facilities |
| Paperless Office - From 2018 onwards, the college has gone completely online in terms of applications, fee payment, attendance and marks entry which have reduced the usage of paper. |
| Paperless Office - From 2018 onwards, the college has gone completely online in terms of applications, fee payment, attendance and marks entry which have reduced the usage of paper. |
| Conduct of 'Avani' Hyderabad's only Inter Collegiate Nature Fest, with the theme 'Sustainable Living'. 'Green Bazaar' with stalls offering eco-friendly products. |
| Solid Waste Management in the college premises- Orientation sessions were organized for the housekeeping staff on the segregation of waste into various categories such as dry and wet biodegradable and non-biodegradable waste and toxic waste. |
| Energy Audit conducted by Zenith Energy Services to identify energy wastage areas and to quantify the energy losses. It was estimated that Solar PV system installed has reduced 66.8 tonnes of Carbon dioxide emission annually. |
| Partnered with ITC for recycling of paper waste generated in the college. |
| Rain water from the terrace of UG Block is collected in a harvesting pit and the filtered water is used to recharge the bore well. |
| Parking of four wheelers by students in the campus is not allowed to reduce carbon footprint and ensure a pollution free campus. |

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. **SUSTAINABILITY GREEN PRACTICES OBJECTIVES** The college intends to be a responsible global citizen in bringing about sustainable practices to ensure healthy lives and promote well-being for everyone. The goal is to conserve natural resources and to develop alternate sources of power while reducing pollution and harm to the environment. **THE CONTEXT** With the growing need to preserve our depleting natural resources and bring about sustainable green practices, educational institutions should show the way forward. Educating young minds to inculcate in them good practices that will remain with them life-long will help spread the message to the next generation as well. **THE PRACTICE** Quality Initiatives introduced and implemented in this regard are: Solid Waste Management in the college premises- Orientation sessions were organized for the housekeeping staff on the segregation of waste into various categories such as dry and wet biodegradable and non-biodegradable waste and toxic waste so as to make them realize the importance and need for segregation and understand the types of waste, which was reinforced by regular training in waste management to reemphasize the good practices. Taking this forward the wet and dry dustbin system was implemented in the college where each classroom was provided with two bins to enable the students to dispose the wet and dry waste separately. Thus, taking this effort further the College developed a waste management centre named Shubram where solid waste generated in the college is segregated. Shubram has many compartments where biodegradable and non-biodegradable waste is kept separate. On an average approximately 5-7 kilogram of wet waste is collected and is aerobically composted in the college campus. This wet waste is mainly from the cafeteria. The non-biodegradable waste is further categorized as recyclable and nonrecyclable. Approximately 200 kg of recyclable dry waste is collected per month and sent to a company called Waste Ventures of India

that undertakes recycling activities. About 30-50kg of non-recyclable waste is disposed through GHMC services. This waste segregation, composting and sending for recycling is overseen by NCC cadets and volunteers from Prakriti club with the help of housekeeping staff. The college has partnered with ITC for recycling paper waste generated in the college. Green audit: College has taken up an initiative to conduct Green audit and Power audit. 25 kWp Rooftop Solar PV systems under Net Metering Policy were installed which generate around 100 KWh per day. Energy Audit was conducted at St. Francis College for Women by Zenith Energy Services to identify energy wastage areas and to quantify the energy losses. Water audit conducted by Vyoma Consultancy Services, assessed the water consumption, prepared a consumption-based audit and gave recommendations to improve water consumption. Testing for Potability of drinking water is an integral aspect of Quality initiatives to ensure the quality of water supplies in the college. Samples are collected from various coolers in the campus and testing is done at regular intervals to check for contamination in order to avoid infection. Sanitary pad vending machine: The College has installed for the convenience of the students, a sanitary pad vending machine in the toilet and an incinerator for disposal. Rain Water harvesting: Rain water from the terrace of UG Block is collected in a harvesting pit and is used to recharge the bore well. The rain water recharge pit has a dimension of 30ftx20ftx15ft. Out of 15ft depth, 10 ft is layered with rubbles, pebbles and sand which act as a filter. Use of Public Transport: Almost 1430 students and 35 staff are using public transport. They avail the services of bus, MMTS or Metro train. Many staff students also car/auto pool, to promote fuel conservation. 'Prakriti Day', i.e, October 4th, the Feast day of our patron Saint, St. Francis of Assisi is commemorated with a specific theme each year to highlight a current issue of ecological importance. Green Landscaping: NSS units and NCC actively participate in Haritha haram programme initiated by Telangana Government. They spread awareness on the importance of planting medicinal air purifying trees, and have planted a large number of trees like bougainvillea, tulsi, aloe vera, neem and few fruit plant saplings in the past 3 years. Evidence of Success It was estimated that Solar PV system installed in the college has reduced 66.8 tonnes of Carbondioxide emission annually. The college has gone completely online in terms of applications, fee payment, attendance and marks entry which has reduced the usage of paper. The Campus is a model green oasis with the landscaping trees which makes the environment clean green. 2. EXAMINATION REFORMS OBJECTIVES: St. Francis College for women is an Autonomous College, affiliated to Osmania University. Autonomy provides the College the right to frame its own syllabi and conduct its own internal and end semester examinations. Regular reforms aid the college to benefit from autonomy by ensuring a transparent efficient system and serving the needs of students alumnae Context: The Examination Branch was established in the year 1988. The Branch headed by the Principal, in association with Controller of Examination, Additional Controller of Examination, Examination Committee, ERP Coordinator and Examination Branch Staff ensures the smooth conduct of Examination and Evaluation process. The Practice: As a dynamic department of the college the exam branch is expected not only to conduct exams declare results but also cater to the needs of the alumnae and other institutions and agencies for the generation and dispersal of information, in addition to a certain amount of analytics to bring about improvement. The Francis Handbook provides an insight into the schedule for the day and the month. Every student and teacher receives a copy at the beginning of the Academic Year. It contains general rules, regulations, and exam related notices. Dates for the continuous internal assessment (CIA) tests, end-semester examinations (ESE), National/Local holidays are also mentioned making it easy for students to plan their schedules. St. Francis College for Women maintains a secure exam automation system. The interface handles different operations of Exam Branch such as: ? Exam registration ? Online download of Hall tickets ?

Seating plan printed in Hall tickets ? Generation of Nominal rolls ? Barcodes for each subject ? Marks entry tallied with the barcodes ? Online publication of Results ? Printing of Marks Memorandum, Provisional certificate, Transfer certificate and bonafide certificate. The Exam Grievance Committee comprises of Dean Academics, IQAC coordinator and senior faculty members is headed by the Principal with The Controller for Examination as the coordinator conducts meetings every month to discuss exam related issues of students and mails the decision to the concerned students. As a consequence of regular feedback, peer learning information from decision making agencies like the UGC a number of reforms have been initiated: ? The College initiated the 10-point scale grading system for CGPA for both UG PG programmes ? Online Examination Registration Portal Ø Student can register themselves on the portal and fill the Examination Form online during the allotted time 24x7. Ø Students can download Hall tickets directly from their login from anywhere anytime. Ø Incorporated 'No dues' verification for issue of Hall Ticket: This option enables the library, accounts and stores department to block/unblock Hall tickets. ? e - Results (Web/ Mobile app alerts) Ø Results (regular, supplementary and revaluation) are announced on the college website to ensure transparency and quick accessibility by parents and students. Ø The published results are also directly visible in student login, parent login as well as on the mobile app. ? Generation of attendance records for examinations are automated. ? Orientation to existing and newly recruited faculty members regarding online examination processes are conducted in a systematic manner. ? Online entering of continuous internal assessment marks on ERP portal login to facilitate students view their marks online. ? There is a provision for lecturers to upload question bank, conduct online assessments on the ERP portal. ? Incorporated consideration of event attendance for checking the eligibility for writing exams. ? Implemented generation of barcodes for answer booklet for quick and accurate processing with greater confidentiality. These answer scripts after evaluation are then decoded. ? Toppers list for proficiency and founded prizes can be generated with the help of the new developed interface every year ? Exam Seating Plan is generated online giving complete details like nominal roll, invigilation duties and vacant room status. ? College initiated Examination Audit by a select panel of External Examiners comprising experienced faculty from other colleges and parent university. ? Spot evaluation was initiated to reduce time lag in result declaration. ? As a green initiative a paper shredder is used to destroy obsolete documents. ? Collaboration with ITC Limited for recycling of Old answer scripts and procuring fresh white sheets in return. Evidence of success: ? Implementation of secured exam automation system. ? Scheduling a student friendly exam time table. ? Online revaluation and photocopy of answer scripts facility. ? Facilities for differently abled students to write their exams. ? All exam related notices are sent online, thereby reducing use of papers ? Quick resolution of exam related grievances.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://sfc.ac.in/iqac_bestpractices.php

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Institutional Distinctiveness Vision of the institution is to provide Holistic education to empower women with values, commitment and Social Responsibility. St. Francis College believes in striving towards Excellence in Academics and Exploration of knowledge through Research. Research Ecosystem The objective of the institution is to encourage Faculty and students to pursue Research and excel in the area of Research and Academics. A comprehensive Research policy is

drafted in this regard Established Research Cell College has a well - established Research cell with Faculty wise coordinators who organize and conduct research oriented activities to drive staff and students towards Research. The cell promotes the scientific research and motivate staff and students to engage in research activities to promote innovation, teaching and learning process. The cell ensures quality research with highest standards of academic integrity and ethics. Research cell also ensures that techniques used do not violate established ethical guidelines listed according to ICMR for sciences and ICSSR for commerce and Social sciences. The faculty members are oriented and motivated to initiate In-house projects and are given assistance in approaching various funding agencies. The faculty are actively involved in research and completed 3 major and 24 minor research projects funded by UGC and published 166 research papers (In UGC care list) 17 indexed in WoS and 37 indexed in Scopus and and a total of 448 research papers in peer reviewed journals. The faculty also present papers and have been awarded best paper at various International and National Seminars and Conferences. Seed money for Research Seed money is provided for the Faculty involved in research as per management's decision after it goes through review committee. One to two years fully paid leave is provided by the Institution for staff taking up doctoral studies. Financial awards are given to those who publish research papers in peer reviewed journals on Teacher's day. Research Centre and Central Instrumentation facilities The Institution has a well- established Microbiology Research Centre, affiliated to Osmania University - Louis Pasteur Research Lab for students to pursue PhD. 3 of the faculty (2 from Department of Microbiology and 1 from Mass Communication) are recognized Research supervisors who are guiding about 10 students. Faculty carryout collaborative research activities with National institutes - CCMB, IICT, CDFD and University of Hyderabad. 2 Patents are published by faculty members from the Departments of Microbiology and Computer Science. The Central Instrumentation facility- AXIS - allows faculty and students to carryout Inter-Disciplinary Research. Inclusion of Project work and Dissertation as a compulsory paper across faculties for UG and PG programmes contributes to enrichment and application of knowledge in solving, analyzing and exploring real life situation. Research Projects have been a quality initiative to provide students an opportunity to explore independent learning. Students are encouraged to present papers at various Seminars and Publish their work in peer reviewed journals. The 3 years of UG study and 2 years of PG study ensures that the students Graduate as intellectually competent, independent women ready to take up new challenges

Provide the weblink of the institution

http://sfc.ac.in/iqac_bestpractices.php

8.Future Plans of Actions for Next Academic Year

St Francis College is a pioneer institution for women's education in the twin cities of Hyderabad and Secunderabad. As the College enters the Diamond jubilee year, the college strives to identify our priorities, maintain a flexible approach and take advantage of opportunities to achieve Holistic education for the empowerment of Women keeping in an ever-changing scenario of Higher Education The objectives laid out in the strategic plan (2018-2023) include making the student competent in the global society, create opportunities for advanced learning at the State and National level , continue to strive for the empowerment of women , Keep in mind the diverse student body in college, Special initiatives to encourage fast learners, be a model institution for the start-up institutions, develop opportunities for students, faculty, staff, and alumni to work together as volunteers in community organizations . In line with the objectives, the college is working towards securing a higher rank in NIRF in the coming year. To mark the 60th year of its meaningful existence, the college plans to have a yearlong Diamond jubilee celebration which include academic and cultural events,

alumnae connect programmes and more importantly outreach initiatives that will keep alive the tradition of service and giving at St. Francis College for Women. As part of the Diamond Jubilee Celebrations, the college plans to launch "Vajrojwala"- Village adoption programme in the forthcoming year. To ensure that entrepreneur skills are inculcated in the students, the college plans to establish an Innovation Hub- center to provide mentoring to aspirant entrepreneurs. All departments are geared up to organise seminars and workshops to promote knowledge enrichment and encourage participation of students both at the state and National level. Capacity building programme as an initiative to enhance professionalism and aid holistic personality development for the Non-Teaching staff, is on the cards too for the coming year. The college also plans to increase collaborations with other Indian and foreign universities, encourage online learning, reach out to communities beyond our campus and extend support in areas of research, teaching etc. A year-end review of the Academic planner helps us to identify and focus on the goals to be achieved in the future.