



## YEARLY STATUS REPORT - 2023-2024

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>	
	VILLA MARIE DEGREE COLLEGE FOR WOMEN
• Name of the Head of the institution	Mrs. Revati Devi Mathur
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04023391966 & 04023306302
• Mobile No:	9393741481
• Registered e-mail	villamarienaac20@gmail.com
• Alternate e-mail	villamarienaac95@gmail.com
• Address	#6-3-1089, Raj Bhavan Road, Somajiguda
• City/Town	Hyderanad
• State/UT	Telangana
• Pin Code	500082
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Women
• Location	Urban

• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>Osmania University</b>				
• Name of the IQAC Coordinator	<b>Dr.K.Naveen Kumar</b>				
• Phone No.	<b>7386695765</b>				
• Alternate phone No.	<b>9885190824</b>				
• Mobile	<b>9885190824</b>				
• IQAC e-mail address	<b>iqacvmc24@gmail.com</b>				
• Alternate e-mail address	<b>villamarienaac20@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.villamariecollege.ac.in">www.villamariecollege.ac.in</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.villamariecollege.ac.in/2023-2024-2/">https://www.villamariecollege.ac.in/2023-2024-2/</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B++</b>	<b>2.81</b>	<b>2024</b>	<b>25/04/2024</b>	<b>24/04/2029</b>
<b>6.Date of Establishment of IQAC</b>			<b>08/02/2020</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>No</b>		
• Upload latest notification of formation of IQAC			No File Uploaded		

<b>9.No. of IQAC meetings held during the year</b>	<b>8</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
Academic Programs 1. Organized Faculty Development Programs (FDPs) to enhance and upgrade teaching skills among faculty members. 2. Assisting departments to organize guest lectures/workshops/field visits etc.,	
Certifications 1. ISO 9001:2015 2. ISO 50001:2018 3. NAAC Accreditation	
Research and Development 1. Assisted in providing seed money to the faculty – Mini Project 2. Encouraged faculty members to present/publish their research papers in national and international journals	
Skill Enhancement 1. Offered a bucket of Certificate Courses for both odd and even semesters 2. On a trial basis SWAYAM – NPTEL courses were made mandatory for the V semester students. 3. Encourage students to enhance their skills through free online courses such as HP Life	
Outreach Programs 1. Promoted outreach programs both at institutional and department levels.	
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	

Plan of Action	Achievements/Outcomes
<p>To offer more no of Certificate Courses: A diverse range of certificate courses was introduced to cater to students' interests and career aspirations. Students were provided with a choice to select courses based on their preferences, ensuring a personalized and enriching learning experience. Faculty members facilitated the courses, integrating practical knowledge and skills with academic concepts.</p>	<p>Action Taken A diverse range of certificate courses was introduced to cater to students' interests and career aspirations. Students were provided with a choice to select courses based on their preferences, ensuring a personalized and enriching learning experience. Faculty members facilitated the courses, integrating practical knowledge and skills with academic concepts. Outcome: • Increased student participation and engagement in skill-based learning. • Enhanced employability and career readiness among students. • Improved student satisfaction with a flexible and choice-based learning system. • Development of interdisciplinary skills and specialized knowledge aligned with industry requirements.</p>
<p>ISO and Energy Certificate • The IQAC compiled and submitted all necessary documentation and data to meet the requirements for ISO certification and the Energy Management Certificate. • Detailed audits and assessments were conducted to ensure compliance with quality management and energy efficiency standards. • Collaborated with relevant departments to implement recommended practices and improvements as part of the certification process.:</p>	<p>• Successfully obtained ISO certification, demonstrating adherence to high standards in quality management and institutional practices. • Secured the Energy Efficiency Certificate, reflecting the college's commitment to sustainable and energy-efficient operations. • Improved operational efficiency and environmental sustainability within the campus.</p>
<p>NAAC Accreditation :• The IQAC meticulously prepared and submitted the Self-Study Report</p>	<p>• The institution successfully obtained NAAC accreditation with a B++ grade, reflecting its</p>

<p>(SSR), adhering to NAAC guidelines and timelines. • Data was systematically collected and analysed from all departments to ensure comprehensive coverage of institutional performance. • Multiple review sessions were conducted to validate the accuracy and quality of the report. • Necessary evidence and documentation were compiled to support the claims made in the SSR.</p>	<p>commitment to quality education and institutional excellence. • Enhanced institutional credibility and recognition among stakeholders, including students, parents, and academia. • Strengthened the foundation for continuous improvement and quality assurance through the accreditation process.</p>
<p>Application for UGC Recognition 2(f): • The college prepared and submitted the application for UGC recognition under Section 2(f) by compiling all necessary institutional data, supporting documents, and compliance reports. • The IQAC coordinated with various departments to ensure all eligibility criteria were met, including academic, administrative, and infrastructural requirements. • Regular follow-ups were conducted with the UGC to address queries and expedite the application process.</p>	<p>• The institution successfully applied for UGC recognition under Section 2(f), marking a significant step toward enhancing academic and research opportunities.</p>
<p>Guest Lectures / Workshops etc.: • Guest lectures and workshops were organized across various disciplines to provide students with exposure to industry insights, emerging trends, and specialized knowledge. • Experts from academia, industry, and professional organizations were invited to share their experiences and deliver practical knowledge. • Sessions were carefully planned to align</p>	<p>• Enhanced student understanding of real-world applications of academic concepts and industry practices. • Improved student engagement and motivation through interactive and skill-building sessions. • Strengthened the connection between the college and external experts, fostering opportunities for collaborations and internships. • Boosted students' confidence and readiness for academic pursuits and</p>

<p>with the curriculum and address students' academic and career development needs. • Feedback from students was collected to assess the effectiveness of the sessions and identify areas for improvement.</p>	<p>professional challenges.</p>
<p>FDPs for Faculties: • Faculty Development Programs (FDPs) were organized to enhance teaching effectiveness, research capabilities, and subject expertise among the faculty. • Topics were chosen to address contemporary academic trends, pedagogy, research methodologies, and technological advancements in education. • Expert resource persons were invited to conduct sessions, ensuring high-quality training and knowledge dissemination. • Faculty members were encouraged to participate actively and apply the learned techniques in their teaching and research practices.</p>	<p>• Upgraded faculty skill sets in innovative teaching methods and research practices. • Increased faculty confidence and competency in adopting new technologies and methodologies in the classroom. • Enhanced academic output, including improved teaching quality and research publications. • Fostered a culture of continuous learning and professional development among faculty members.</p>
<p>To strengthen student curricular, co-curricular, extra-curricular and sports aThe college organized a range of activities aimed at holistic development of students, including poster-making competition, research paper publications, and intercollegiate competitions. Additional initiatives were undertaken to promote students' overall well-being, such as health check-ups and mental wellness programs. Notably, the Literary Wizards Club received recognition for its significant</p>	<p>• Enhanced creativity and critical thinking skills among students through activities like poster-making competitions and research paper publications. • Increased student participation in intercollegiate competitions, fostering teamwork, competitive spirit, and networking opportunities. • Improved overall health awareness and mental well-being among students through health check-ups and wellness initiatives. • Recognition of the college's commitment to social responsibility, as evidenced by</p>

<p>contribution to the Voter Awareness campaign. The college organized a range of activities aimed at holistic development of students, including poster-making competition, research paper publications, and intercollegiate competitions. Additional initiatives were undertaken to promote students' overall well-being, such as health check-ups and mental wellness programs. Notably, the Literary Wizards Club received recognition for its significant contribution to the Voter Awareness campaign. ctivities:</p>	<p>the Literary Wizards Club's award for its impactful contribution to Voter Awareness.</p>
<p>Outreach Programs : • Each department actively planned and executed outreach programs addressing various social issues, such as environmental awareness, literacy drives, community health, and support for underprivileged sections. • Collaborations were established with NGOs, local communities, and government organizations to maximize the impact of these programs. • Students and faculty were encouraged to participate in these activities, promoting a culture of social responsibility and community engagement within the college.</p>	<ul style="list-style-type: none"> <li>• Increased awareness among students about pressing social issues and the importance of contributing to society.</li> <li>• Strengthened the college's reputation as an institution committed to social responsibility and community development.</li> <li>• Enhanced leadership, teamwork, and interpersonal skills among students through active participation in outreach programs.</li> <li>• Positive impact on local communities, fostering goodwill and long-term relationships with the college.</li> </ul>
<p><b>13. Whether the AQAR was placed before statutory body?</b></p>	<p><b>Yes</b></p>
<ul style="list-style-type: none"> <li>• Name of the statutory body</li> </ul>	
<p style="text-align: center;">Name</p>	<p style="text-align: center;">Date of meeting(s)</p>
<p style="text-align: center;">Governing Body</p>	<p style="text-align: center;">23/12/2024</p>



**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2024	21/02/2024

**15. Multidisciplinary / interdisciplinary**

Our mission is to shape the institution's perspective and devise strategies for implementation of interdisciplinary and multidisciplinary courses. Curriculum of Programs consists of Languages, Optionals, Skill Enhancement Courses and Generic Electives, Environmental Science, Professional Skills and Universal Human Values. The college offers certificate courses, enhancing learner's communication skills, skill development and entrepreneurship skills. Internship opportunities are given to students. NSS, NCC, Sports, Cultural activities, are Add on in the curriculum. College motivates students towards extension activities, entrepreneurship and research. Students take NPTEL courses to gain additional advantage. Institution works proactively towards NEP 2020 implementation to maximize student learning of life skills.

**16. Academic bank of credits (ABC):**

College, as an affiliated institution under OU with CBCS, does not currently provide credit-based courses. However, on attaining autonomy, Institution plans to offer credit-based courses and projects as per the curriculum. College wishes to have collaborations and MOUs with national and foreign institutions testifying to its internationalization of education.

**17. Skill development:**

Certificate Course Committee prioritizes skill development by promoting certificate courses that offer specialized training. Communication skill courses Skill development courses Employability courses Entrepreneurship skill development courses By aligning curriculum with industry needs, students gain deeper understanding of theoretical concepts and are prepared for real-world scenarios. The college strives to produce graduates who are not only academically competent but also skilled, adaptable, and ready to contribute positively to society. Institution will work to maximize skill development of students by encouraging them to undertake those courses that strengthen their technical, vocation and soft skills required by them in their careers.

**18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**



College promotes linguistic and cultural traits among heterogeneous groups. Departments organize programs during festivals, offering students a platform to develop linguistic and cultural proficiency. Activities on Language and Culture, Guest lectures and field trips to local heritage sites are organized. Institution, through its clubs, NCC, NSS, Committees and Cells provide an opportunity to perform activities and ensures students learning of diverse art and cultures. National days and festivals are celebrated in high spirits. It offers Hindi, Sanskrit, Arabic and French languages as II Languages. The NEP- 2020 recognizes India's traditional knowledge's richness and diversity, aiming to preserve and promote it at all education levels. The College instills a sense of pride and appreciation for India's cultural heritage among learners in its preparedness to imbibe the NEP Policy.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Institution follows outcome-based education with curricular plans, course plans, teaching schedules and synopsis that outline POs, PSOs and Cos. Attainment of outcomes is analysed and assessed at the end of program. Question papers are designed to evaluate attainment of outcomes. FDPs equip teachers with knowledge to align courses with learning outcomes. Feedback serves as a valuable tool for students and teachers, facilitating deeper understanding of strengths and areas for improvement. Through Outcome Based Education, quality of education is enhanced and graduates are prepared to excel in chosen careers and contribute to society.

#### **20.Distance education/online education:**

Leveraging virtual platforms like NPTEL, students and faculty engage in online courses. It seeks to enhance teaching-learning experience. Online teaching platforms are extensively used. Faculty integrates ICT tools for delivering online lectures. The institution has LMS for academics and follows innovative teaching methods. Library facilitates digital resources through its digital library. Virtual FDPs and International Conferences are organized and attended by faculty. The College embracing online education, virtual platforms, multimedia integration provides inclusive learning environment. Under NEP, students will be encouraged to use online modes to get additional certifications.

### **Extended Profile**

#### **1.Programme**

1.1

165

Number of courses offered by the institution across all programs during the year		
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
<b>2.Student</b>		
2.1		<b>1399</b>
Number of students during the year		
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
2.2		<b>330</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
2.3		<b>481</b>
Number of outgoing/ final year students during the year		
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1		<b>47</b>
Number of full time teachers during the year		
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
3.2		<b>47</b>
Number of Sanctioned posts during the year		

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	47
4.2 Total expenditure excluding salary during the year (INR in lakhs)	175.99
4.3 Total number of computers on campus for academic purposes	321

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Affiliated to Osmania University under CBCS Structure, Villa Marie Degree College for Women develops a curriculum that substantiates its vision and mission, propagating Value based Education with a global outlook.

- **Course and Curriculum Plans & Teaching Schedule & Synopsis:** HODs allocate the courses based on faculty's expertise and specialization. Faculty prepares these plans incorporating innovative teaching methodologies to enable experiential and participative learning.
- **Academic Meetings:** Meetings on a three-tier basis take place with:
  1. Secretary with Principal
  2. Principal with HODs
  3. Principal / HODs with Faculty
- **Bridge Courses:** In the first semester, Departments plan the syllabi and design courses to prepare students for Graduation Studies.
- **Teaching Methodology:** Innovative teaching methods are imparted such as Seminars, Case Studies, Role Plays, Debates, Group

Discussions, Workshops, Projects, Guest Lectures and Online Courses with NPTEL. Field Visits and Outreach Programs are organized facilitating outbound learning experience.

- Value Additions: The college organizes Certificate programs that strengthen the Skill enhancement, Personality Development, and Employability of the students.
- Cells and Clubs: Offer experiential learning, inculcating life skills thereby enhancing the collegiate experience.
- Faculty Development: FDPs in Research and Teaching Methodology are organized to enhance the teaching prowess of the faculty.
- Feedback: Multi-rater feedback from stakeholders is collected by IQAC.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Before Academic Year commences, Academic Calendar is prepared and passed through Secretary's Meeting for implementation.

- Academic Monitoring Committee comprises of:
  - Almanac Committee prepares Institutional almanac and Academic calendar that reflects CIE, co-curricular and extra-curricular activities, based on University Almanac. Academic Calendar is uploaded on website and displayed on notice boards. HODs monitor syllabus completion.
  - Handbook and Attendance Committee prepares Handbook and monitors attendance.
  - Time Table Committee prepares Institutional, Department, Class and Individual Faculty Timetables.
- Continuous Internal Evaluation:
  - Examination Committee plans and monitors CIE, comprising of 2 Unit Tests, Students Presentations, 2 Internal Assessments and Pre - Final Examinations. The College, as Exam Centre, conducts University Semester End Examinations.

- Syllabus coverage for each CIE is decided in advance and reflected in course plans.
- CIE Time Table is prepared by Committee and communicated to students and parents.
- Question Papers are prepared by faculty and approved by HODs.
- Answer scripts are evaluated as per evaluation scheme and is communicated to students for reference.
- Result Analysis is conducted and Remedial classes are taken for slow learners
- Parent Teacher Meeting is conducted to review ward's academic performance
- Principal, through academic meetings, reviews semester's progress

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

10

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year****1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

10

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

1301

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

1301

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

### 1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

VMDCW sensitizes students socially, professionally and ethically offering the following:

- Professional Ethics that govern a person's behaviour in an environment, is offered to students of third semester. Workshops and CRT Programs are organized to mentor students with professional conduct.
- Gender Sensitization is promoted by Women's Cell, which deals with issues on safety and security among students by conducting seminars on Women Empowerment. International Women's Day is commemorated wherein students participate in various activities.
- Human Values that focus on ethical principles that transcend cultural, religious and geographical boundaries thereby promoting empathy and cooperation in society, is offered to students of fourth semester.
- VICAS Centre imparts compassion and dedication through socially relevant events and outreach programs. Students participated in Rallies, Donation Drives and have visited Orphanages and Old Age Homes. Days of National and International importance are celebrated that nurture moral and social values among students. NSS Wing organizes health camps, Road safety, awareness drives on social issues, inculcating values and social responsibility.
- Environment and Sustainability that focuses on ecosystem and its balance is offered to students of first semester. Earthwise Club commemorates significant days bringing in Environmental Consciousness among students. NSS Wing participates in Cleanliness drives and saves Environment.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year



10

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

**1.3.3 - Number of students undertaking project work/field work/ internships**

644

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.villamariecollege.ac.in/feedback-analysis-2023-2024/">https://www.villamariecollege.ac.in/feedback-analysis-2023-2024/</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**710**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

**168**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Departments apply monitoring and mentoring and design strategies to bridge the gap between slow and advanced learners. They are identified on a benchmark of below 50% and above 80% respectively in the CIE.

### Strategies for Slow Learners:

- Peer Tutoring with explanation, revision and counseling
- Remedial Coaching beyond college hours
- Individual Counseling motivating them to perform better in academics
- Extra Notes and library books to enhance subject command
- Student Presentations to make them self - confident
- Practice Previous Question Papers to perform better in exams
- Participation in NCC, NSS, Cultural, Literary and Sports to instill confidence and overcome stage fear

### Strategies for Advanced Learners:

- Depth in study to achieve high grades
- Student Presentations to explore new areas of Research
- Enrolment in Online Certificate Courses
- Research and Project based learning
- Practice Previous Question Papers and top in the University Exams
- Question Bank Preparation for extensive reference
- Office Bearers and members of Clubs
- Field Visits to provide experiential learning and practical training
- Internships to gain practical exposure while pursuing graduation studies
- Placements to enhance the employability
- Higher Education with Career Counseling Sessions and seminars
- Participation in NCC, NSS, Cultural, Literary and Sports to exhibit their versatility and personality to take their

## careers forward

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

**2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)**

Number of Students	Number of Teachers
1399	47

File Description	Documents
Any additional information	<a href="#">View File</a>

**2.3 - Teaching- Learning Process**

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Villa Marie Degree College for Women adopts student centric optimal teaching methodologies that facilitate knowledge engagement and skill development among students. Its application contributes to the immaculate delivery of content making an illustrious learning environment.

**Experiential Learning:** The Institution imbibes the concept of "Learning by Doing" and organizes Model United Nations, field visits, Eduventure trips, training programs, workshops, Case Studies and Lab Experiments that cultivate hands on approach. The Literary Committee encourages students to participate in Inter-Collegiate competitions. Student Clubs enable the students to learn valuable skills and experience qualities of leadership, communication and public speaking.

**Participative Learning:** Participative learning invigorates group discussions, student seminars, debates, role plays, simulations, peer tutoring, Quizzes and Chart Presentations that fortify students to become actively involved in the learning process.

**Project-based Learning & Problem Solving:** The phases of identification of problem, survey, preparing questionnaire, testing and report writing ensure the project-based learning among students.

Through case studies, puzzle solving, brainstorming, fact finding and decoding, students gain insights and inculcate problem solving skills.

The methodologies practiced unearth students' potential and define the teaching learning process towards distinction, fostering a guiding force to identify novelty towards knowledge enrichment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institution adopts modern pedagogy with ICTEnabled Learning in line with emerging trends to enhance teaching-learning process, making it more accessible, effective, and engaging. The classroom experience is enhanced and active student engagement is encouraged by learning management systems (LMS), online platforms, multimedia resources, educational apps, access to Digital Library and Use of LCD projectors for course delivery.

To facilitate lectures and interactive sessions, faculty members use ICT tools, such as Zoom and Google Meet, Multimedia components - Power Point, videos, and internet resources (YouTube links) are used to enhance presentations.

A key element of the college is the Network Resource Centre (NRC), which provides teachers and students with access to a range of technology resources, such as printer, scanner, high-speed internet and other digital tools, acting as a centre for student collaboration on group projects and exchange of ideas.

Being a local chapter of SWAYAM NPTEL, the college provides Digital Resource Platforms for students to take diversified Certificate Courses. Also, various online certificate courses have been taken by students with HP Life during the year.

By incorporating these resources, the institution establishes a dynamic and inclusive learning environment that equips students to

meet the needs of the digital age.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

45

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

47

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc.

**/ D.Litt. during the year**

4

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)****2.4.3.1 - Total experience of full-time teachers**

214

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal assessment of examinations is a reflection of transparency with which students' academic performance is tested and efficiency of teaching is valued. It ensures improved learning outcomes and paves the way towards balanced, fair and effective examinations.

- Examination Committee comprising of HODs, non-teaching personnel with a senior faculty member serving as Chief Superintendent of Examinations, is constituted to coordinate Internal and Semester End Examinations and communicate to students, faculty and administrative staff.
- University Exam circulars are displayed on notice boards and are circulated to faculty and administrative staff.
- Two internal examinations are held per semester and one



Semester End Examination is conducted by OU. Internal examination schedule is displayed on notice board and uploaded on college website. Students are informed about evaluation procedure, weightage of internal and external marks allotment as per university norms.

- Pattern of Evaluation (Internal: Semester end) in Core and Elective Courses is 20:80 and 10:40 for 2 Credit Courses.
- Practical Examination is evaluated by Internal and External Examiners for Odd and Even Semesters respectively.
- CIE is conducted through Unit Tests, Assignments, Student Presentations and Classroom Activities.
- In sync with POs and Cos, faculty sets question papers which are approved by HODs before conduct of Examinations.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

#### Internal Examination:

- If students have grievance regarding incorrect, incomplete or unrelated question during Exam, it is informed to the invigilator and reported to Chief Superintendent of Examinations, who then, contacts the concerned HOD and necessary correction, if any, is made.
- If students are dissatisfied with marks allocation; they contact:
  1. First level: Course Faculty
  2. Second level: HOD
  3. Third level: Principal

Usually, grievances are addressed at first level as Course Faculty prepares scheme of evaluation and discusses the same in class before distributing evaluated answer scripts.

#### External Examination:

- If students encounter incorrect, incomplete, out of syllabus questions, they approach concerned Course Faculty or HOD, give a formal letter to principal, for guidance in addressing the issue. After discussion with Course Faculty, principal addresses the grievance by a letter to Controller of Examinations, requesting necessary action.
- If students are dissatisfied with grades awarded by OU, they apply for Revaluation within stipulated time. OU Revaluation Notification is circulated to students. Revaluation process involves a review of Answer script. Student applies for revaluation directly to University Examination Branch. On completion of Revaluation process, any changes in result are notified to students on University Website. The amended Marks Memorandum is sent to college.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Program Curriculums designed by university, are conceptualized by Faculty for programs and courses offered. When academic year commences, faculty prepares Course Plan, Curricular Plan and Teaching Schedule that contain Cos, assessments, reference material, E resources, Model Question Papers, Plan for slow and advanced learners and Projects in view of POs, PSOs and Cos for all Programs and communicated to students.

### Communication Mechanism:

- to Faculty:
  - Vision and Mission statements, POs, PSOs and Cos are displayed on website and campus and are reinforced to faculty in Staff and Department Meetings
  - Course Plans containing COs are referred while preparing Question Papers and evaluating attainment of POs, PSOs and Cos at Semester end.

- to Students:
- POs are verbally communicated by faculty, displayed on website and Department Notice Boards and are stated during Induction Program to Students and Parents.
- Hard Copy of syllabi, POs and Cos in departments are referred
- COs for all Courses are discussed at the beginning of every unit, practiced through Co-curricular and Extra-curricular activities and reinforced to students during revision.
- Students' performance in Examinations is a parameter of outcome assessment, reviewed by IQAC.
- Academic results are maintained by departments and are submitted to IQAC at the year end.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.villamariecollege.ac.in/wp-content/uploads/2024/01/2.6.2-1.pdf">https://www.villamariecollege.ac.in/wp-content/uploads/2024/01/2.6.2-1.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

- Attainment of POs, PSOs, and Cos is ensured by:
  - Appointment of qualified staff
  - Infrastructure maintenance and augmentation
  - ICT Embedded Tools and Chalk and Board Method
  - Student Participation in Workshops, Projects, and Outreach Programs
  - Exposure with technologies through Guest Lectures and field Trips.
  - Placement and training.
- 3 types of Course Outcomes after completing the course are:
  - Cognitive, Behavioural, Affective Outcomes
- Attainment of Course Outcomes:
  - Based on Course Objectives relating to skills, knowledge, and behavior acquired by students

- Measured by students' performance in CIE and Semester end examinations
- Feedback provides information regarding the relevance of the course, availability of course material, and the course's importance for employability.
- Mechanism measured at 3 levels to ascertain attainment of POs, PSOs, and Cos:
  - Level 1: 3 points - Very Good
  - Level 2: 2 points - Good
  - Level 3: 1 Point - Needs Improvement
- Attainment of PSOs measured at three levels on a three-point scale is the average attainment of COs.
- Attainment of POs is obtained by:
  - Direct Method (90%) is the average of Cos and PSOs of all programs.
  - Indirect Method (10%) - Feedback from stakeholders helps to review the attainment of POs.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

**481**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

**2.7 - Student Satisfaction Survey**

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<https://www.villamariecollege.ac.in/wp-content/uploads/2025/01/2.7.1-DS.pdf>

**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research**

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0.8

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**

**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

3

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

<b>3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year</b>	
<b>3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year</b>	
40	
File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>
<b>3.2 - Research Publications and Awards</b>	
<b>3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year</b>	
<b>3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year</b>	
1	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>
<b>3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year</b>	
<b>3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year</b>	
2	
File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>
<b>3.3 - Extension Activities</b>	

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

VMDCW has contributed to society to promote College-Neighbourhood-Community network. NSS, NCC and VICAS have provided opportunities for students to strengthen community responsiveness.

- Annadanam is organized at Hospitals, Orphanages and Old Age Homes to celebrate Founder and Secretary's birthdays.
- Swachh Bharat Abhiyan, cleanliness and hygiene drives are organized in local areas contributing to cleaner environment and spreading proper waste disposal awareness
- Campaigns and seminars are orchestrated by different wings including Voter Awareness, Menstruation Hygiene, Road Safety, Suicide Prevention and Health Care to educate community on health and hygiene issues.
- Dedication towards uplifting the underprivileged is demonstrated by teaching children of underprivileged schools, distributing school supplies, and sports equipment.
- Workshops on Women Empowerment and importance of gender-sensitive education are conducted. Visits to Little Sisters for the Poor, Nav Jeevan Anath Ashram and Prashanthi Old Age Home helps students contribute to positive change in society.
- NSS has provided water for birds and animals in summer. Rotaract Club has contributed to education of specially challenged children.

While the participants' count provides a measurable form of success, true value lies in transformative experiences gained by students and community. Students not only propel in education and career, they become responsible citizens; developing themselves culturally and spiritually.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year



**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year****3**

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year****3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year****55**

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year****3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year****1274**

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

#### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

70

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

##### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

11

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

VMDC, set in sylvan surroundings, provides quality education for holistic development. With a strong emphasis on infrastructure, the college has consistently expanded and upgraded its facilities to meet evolving needs of modern education.

The college has 42 well-equipped classrooms, 32 of which are equipped with projectors and internet connectivity, empowering faculty to employ innovative teaching methodologies. The computer labs, with their extensive network and latest software, provide students with ample opportunities for hands-on learning and research.

It also houses specialized laboratories for commerce, psychology, and mass communication, each equipped with essential tools and technology to facilitate practical learning. The seminar halls and auditoriums, with their modern audio-visual systems, provide ideal venues for academic discussions and guest lectures.

The college has established a well-equipped placement Cell to assist students in securing promising career opportunities. The Network Resource Centre offers access to computers, internet, and technological resources, supporting students' research and academic endeavours.

The library is equipped with books, fully automated with ILMS 3.2 version and has a digital library along with online access to N - LIST and NDL.

By investing in cutting-edge infrastructure, Villa Marie Degree College creates a productive learning environment that empowers students to excel academically and professionally.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

VMDC provides holistic educational experience that extends beyond academics, encouraging active participation in extracurricular

activities, nurturing well-rounded individuals.

### Cultural Activities

Under the banner of Cultural Committee, various cultural events are organized by departments and clubs, offering opportunities for students to showcase their skills in music, dance and drama. The college stage serves as the primary venue for cultural events like Freshers' Day, Annual Day, and Farewell. The Sarojini Naidu A/C Auditorium and A P J Abdul Kalam Auditorium with their modern audio-visual systems, provide ideal venues for cultural events.

### Sports, Games, Gymnasium

The college has sports infrastructure that caters to the diverse athletic interests of students. The spacious sports ground accommodates various outdoor sports like cricket, football, basketball, volleyball and handball. Table tennis, carrom and chess boards, provide opportunities for indoor games enthusiasts. Gymnasium offers modern fitness equipment and serene spaces for physical and mental well-being.

### Yoga Centre

Encouraging physical and mental well-being, Yoga sessions, conducted by experienced instructors, help students relax, improve flexibility, and enhance overall health.

By prioritizing extracurricular activities, the college creates a vibrant campus culture that fosters leadership, teamwork and holistic development, empowering students to explore their passions, develop new skills, and create lasting memories.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

47

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

37

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)****4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

175.98

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Since 2007, VMDC central library has been completely automated with New Gen Lib Helium 3.3 Software, an integrated Library Management System and is equipped with Online Public Access Catalogue (OPAC). It offers vital support for teaching, learning and research by curating facilities for the needs of academic fraternity, accommodating 130 students. It has a collection of text books, reference books, project reports, competitive books, periodicals and journals. Books are classified using Dewey Decimal Classification system (DDC). It holds 9362 books, 2321 Gift books, 22 periodicals/journals, 752 CDs/DVDs, and Newspapers. All the books

are barcoded and barcode laser scanners are used in circulation for book transactions

The Integrated Library Management system (ILMS) includes book acquisition, cataloguing, circulation and serial management modules. Members can use Web- OPAC to browse and search the library collections with extended bibliographic details.

Digital library, equipped with 10 systems, consists of e-learning materials, e-journals, e-books. Library has institutional membership in IPE, NDLI and N-LIST for e-resources. N-List user credentials are provided to all the students and staff members to provide them to have an easy access to the e-content in the N-List platform, National Digital Library of India (NDLI) which has a large collection of e-learning resources.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**340853**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

181

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution is committed to IT excellence, with consistent and timely refreshment of IT resources. It is equipped with 324 systems, 298 desktop PCs (for students), and 1 server to handle all academic needs. All computers are connected through Local Area Networks (LANs) in Labs. The institution ensures that its computer systems are regularly updated with latest configurations. Desktops have been upgraded from Intel Pentium dual core G3220/H81 to Intel Premium D925/3.0 GHz. Monitors have been replaced with LEDs that offer comfortable vision.

It maintains two internet facilities. An ACT Fiber Internet connection caters to front office system and staff rooms with 300 Mbps bandwidth. Another ACT Fiber Internet connection, equipped with a corporate plan and static IP address, offers 500 Mbps Bandwidths.

The Institution manages its networking needs with 1 Microtech Router and ten routers (2 dlink routers, 8 tp link) tailored for corporate use. Front office benefits from two broadband networking connections, optimizing connectivity.

To ensure comprehensive connectivity, the institution has placed

five access points, 2 tp link, 1 CISCO and 2 Netgear, across the campus. This high-speed internet connectivity not only facilitates seamless access to online resources but also supports the effective implementation of various e-learning technologies.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

295

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

175.99



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

### 1. Maintenance of Physical Infrastructure

Cleaning of all areas is undertaken daily. Minor repairs are undertaken with workforce. Components required for maintenance of equipment are kept in stores. Air conditioning units, Lift and CCTVs in Campus are outsourced for maintenance. Pest control is done periodically.

### 2. Library Maintenance

Entry/exit to library is monitored. Condition of books is verified and sorted out for binding. Computers and printers are maintained to ensure access to e - resources. Stock verification takes place at end of every year. Food and drinks are strictly prohibited.

### 3. Labs Maintenance

Mobile phones, food and beverages, installing software on lab computers are not permitted. Playing games is strictly prohibited. Multimedia lab resources must be responsibly used. Footwear and bags are kept outside. Staff and students shut down and turn off monitors before leaving the lab.

Labs maintain a complete record of equipment. Service register is maintained to record status of repairs done. Hard disc clean-up is done regularly. Stock register, and Fire extinguishers are maintained and checked periodically.

### 4. Sports and Gymnasium Maintenance

Equipment is maintained regularly. Entry, exit register and First Aid box are kept. Staff and students deposit ID Cards for issue of sports equipment

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**STUDENT SUPPORT AND PROGRESSION**

**5.1 - Student Support**

**5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

**5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**

**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

44

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>
<b>File Description</b>	<b>Documents</b>
Link to institutional website	<p style="text-align: center;">Nil</p>
Any additional information	<p style="text-align: center;">No File Uploaded</p>
Details of capability building and skills enhancement initiatives (Data Template)	<p style="text-align: center;"><a href="#">View File</a></p>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>865</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>865</b>	
<b>File Description</b>	<b>Documents</b>
Any additional information	<p style="text-align: center;">No File Uploaded</p>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<p style="text-align: center;"><a href="#">View File</a></p>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>A. All of the above</b>

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

51

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

73

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government

**examinations) during the year****13**

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.****12**

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

**Villa Marie Degree College, actively embraces inclusivity, providing a supportive environment where every student can thrive and contribute unique talents.**

**Various bodies provide a platform to exhibit leadership, confidence, and team work. Active student engagement is prevalent in monitoring administrative, cultural, sports, and literary events under the mentorship of one faculty, acting as the coordinator.**

**Students are members in IQAC, Governing Body and Committees like**

Discipline and Anti-Ragging, Student Welfare and Grievance Redressal, Minority, Backward and Specially Challenged and Anti-Drug and NSS, NCC, Sports, Alumni Association, social media, Literary, Cultural, Magazine, and Annual Report Committees.

Students coordinate activities in the Placement Cell, Women Cell, ED Cell, Consumer Cell, NRC, and VICAS.

Student Clubs are composed of a President, Secretary, Joint Secretary, Treasurer, Social Media Manager, and Logistics Head, who coordinate events, providing opportunities to explore talents through competitions and develop technical skills and personality development.

A student from each class is elected as Class Representative, responsible for representing issues related to academics/non-academics to HODs/Class Mentor.

Senior students conduct informal orientation to newly admitted students, thereby building camaraderie.

Student members conduct college events, celebrate Festivals and Commemorative days, and organize Departmental and co-curricular activities. Alumni Association participates in mentoring, placements, and other related activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

24

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

VMDCW has a registered Alumni Association that promotes an exchange of academic and campus experience with college students.

The Association acts as an interface for interaction between the alumni and present students, faculty, and administration. Regular meetings are organized and they enthusiastically attend them.

The Alumni contribute to the development of their Alma mater. By sharing their knowledge and valuable insights in Seminars, Workshops, and Career Guidance, they inspire student fraternity to pursue their careers successfully. They are also actively involved in the placement of students and arrange campus recruitment drives.

The Alumni guide in identifying internship opportunities among present students in organizations where they are themselves working. Alumni entrepreneurs have enlightened students with their success stories and the challenges they face as entrepreneurs. On Teachers Day every year, the Alumni Association felicitates senior teaching and non-teaching staff for diligently serving the institution. Alumni feedback is collected, and their suggestions are considered for implementation by the administration.

The Institution takes pride in recruiting qualified Alumni as faculty. They conduct various certificate courses and judge cultural competitions conducted by the Institution. Alumni are invited to an Annual Meet "Fraternize" to socialize and reconnect with Alma mater and friends.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>
<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>D. 1 Lakhs - 3Lakhs</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
<b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	
<b>6.1 - Institutional Vision and Leadership</b>	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>VMDCW is a vibrant Institution that has catered to students' aspirations since 1998. To attain Institutional Growth, it emphasizes principles like transparency, quality, participative leadership, and delegation of authority across various levels.</p> <p>The Governing Body stands as the apex decision-making entity that enables it to achieve its institutional vision and mission, following a democratic and participatory mode of governance with all stakeholders participating actively in its administration.</p> <p>The framework of plans is inclined towards the development of the Institution that refers to quality sustenance and enrichment and ensures the same through its committees, cells, and clubs, in sync with the vision and mission of the Institution. The following plans contribute to the college's commitment, to provide a holistic educational experience.</p> <p><b>Long Term Plans:</b></p> <ul style="list-style-type: none"> <li>• To attain 12 (b) Status</li> <li>• Twinning programs with Foreign Universities</li> <li>• Deemed University</li> </ul> <p><b>Medium Term Plans:</b></p>	



- To enhance Industry Institute Interactions
- To seek foreign collaborations
- To achieve NIRF Rank
- To promote Online/Distance education

**Short Term Plans:**

- To get Autonomous Status
- To provide Placements in well-reputed organizations
- To motivate faculty and students to participate and present papers in National and International seminars
- To ensure the appointment of doctorates as faculty and assist the existing staff in pursuing their Ph.D.s.

File Description	Documents
Paste link for additional information	<a href="https://www.villamariecollege.ac.in/organogram/">https://www.villamariecollege.ac.in/organogram/</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

VMDC believes in collaboration and collective responsibility in achieving the institution's goals.

**Decentralization:**

The organogram represents the Institution's hierarchical structure, illustrating the delegation of authority, responsibilities, and communication channels.

At the apex of the organizational hierarchy, the Secretary sets the collaborative governance and acts as the primary link between the administrative body and stakeholders.

The principal is responsible for implementing directives from the Secretary and disseminating authority to different segments of the Institution.

Positioned directly under the Principal, IQAC serves as a pivotal unit, fostering a focus on maintaining and improving the quality of academic standards.

Heads of Departments represent the next tier in decentralization, having the authority to lead their respective departments to translate the broader institutional directives into department-specific plans and actions.

Teachers are Members and Conveners of various Committees, Cells and Clubs that are instituted for day-to-day functioning and are empowered to make decisions within their designated domains.

#### Participation in Institutional Governance:

A robust committee system is implemented for effective implementation of decisions, ensuring that responsibilities are distributed across diverse committees. Commitment to participative governance is a driving force behind the success, creating an inclusive atmosphere where ideas flourish and contribute to the shared vision. Teachers are spearheads of cultural and socially conscious activities by steering the committees.

File Description	Documents
Paste link for additional information	<a href="https://www.villamariacollege.ac.in/organogram/">https://www.villamariacollege.ac.in/organogram/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Villa Marie has consistently exhibited development and growth since its establishment in 1998. This progress has been made possible through meticulous planning and continuous deployment by departments in the college. The Institution formulates short-term, medium-term, and long-term goals for academic growth, ensuring their realization through committees, cells, and clubs. Strategic plans, thus formulated serve as a road map to actualize academic and administrative development in the Institution.

The perspective plan focuses on providing quality education to students and service to society to achieve the vision and mission of the institution. The following are the focus areas that envisage holistic development of the Institution:

- Preparing the Institution for NEP implementation
- Academic excellence and Audits
- Research, innovations and entrepreneurship
- Infrastructure Up-gradation
- Community Engagement and outreach
- Financial sustainability
- Facilities for e-learning
- Introduction of new programs
- Standardizing ICT-based teaching-learning
- HRD by organizing workshops, Seminars and FDPs
- Green Audit

These plans have been diligently executed with notable progress across departments and functional areas. The deployment of an institutional strategic plan emphasizes stakeholder engagement and collaboration involving faculty, staff, students, alumni, and external agencies in the implementation process. Regular communication channels, feedback mechanisms, and participatory platforms have facilitated effective stakeholder engagement, ensuring a shared commitment towards the plan's objectives.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

VMDC maneuvers the functioning of institutional bodies through policy-making and strategies.

Organogram and Decentralization represent the institution's hierarchy, illustrating authority and responsibility distribution, devolving decision-making powers from the Governing Body to the principal, through the Secretary.

Governing Body, as a Policy making body, discusses pivotal matters in meetings and carries forward development plans in GB proceedings.

Staff appointment notifications are given in newspapers. Faculty appointments are as per OU and Telangana government norms. Service Rules are set by UGC, OU, TSCH, and Telangana State Government prescribed procedures.

Secretary executes plans discussed in GB meetings by holding Principal and IQAC meetings.

Principal's engagement with HODs fosters effective communication. Discussions span academic activities, semester schedules, and quality initiatives. Principal follows a democratic leadership style, soliciting staff participation, guiding, initiating, and convincing staff to involve themselves in realizing Management goals.

HODs facilitate departmental functioning ensuring syllabus timelines, academic progress, and activities.

Principal's collaboration with IQAC is essential for institutional up-gradation. Through Quality Assurance Meetings, it strives for ISO certification, improved rankings, and administers Committees, Clubs, and Cells functioning.

The institution's organizational structure is fortified by 17 committees, 8 clubs, and 8 cells. Each is spearheaded by senior faculty, cultivating a collaborative work environment

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://www.villamariecollege.ac.in/organogram/">https://www.villamariecollege.ac.in/organogram/</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

VMDC supports teaching and non-teaching staff during their service at the Institution confirming measures that encourage employee satisfaction and a friendly working environment.

#### Welfare Measures:

##### 1. Leave facilities:

- Casual Leave
- Medical leave
- Sabbatical Leave
- Early permissions

##### 1. Statutory benefits:

- Workspace
- Purified water dispensers
- Tea and coffee provision
- First Aid Appliances
- Medical facility

1. Financial Benefits:

- EPF and ESI for teaching and non-teaching staff respectively
- Accidental insurance
- Personal Loans without interest
- Loan facility for purchasing Laptop and Vehicle
- Fee concession for employees' children
- Festival Advance

1. Employee Recognition:

- Felicitations to employees
- Appreciation during Staff Meetings

1. Well-being facilities:

- Yoga and Gymnasium facility
- Canteen facility
- Recreation programs, sports and picnics

1. Other Benefits:

- Wi-Fi facility on campus
- Christmas and Teachers Day Gifts

1. Development of Teaching Faculty:

- Organizes FDPs
- Flexible timings to pursue a Ph.D. or other higher education
- On-duty facility for attending NET/SET examinations
- Facilities to carry out research by providing infrastructure, library resources
- Reimbursement of Membership fees in professional bodies
- Financial support to present/publish Research papers
- Incentives to author textbooks
- Appreciation for professional achievements

1. Development of Non-teaching Staff:

- Organizes computer and financial literacy programs

- Organizes workshops on communication and etiquette
- Encourages training on laboratory handling and first aid

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### **6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

#### **6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

4

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

#### **6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

**34**

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

**6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**

**The institution follows a well-designed appraisal system for boosting performance and commitment in the workplace.**

**For Teaching Staff:**



As performance appraisal is a periodic and systematic assessment of an employee's performance, the institution follows a three-level policy:

- Teaching Staff has an annual performance appraisal method, whereby faculty fills out the self-appraisal forms at the academic year-end to identify potential aspects for improvement that can eventually lead to further progress.
- Further, the HOD checks the information stated by staff and after acknowledging the same with or without suggestions forwards it to the principal.
- Finally, the Principal along with the Secretary discusses the staff performance and appreciates the staff or gives suggestions.

For non-teaching staff:

Self-appraisal enables administrative and non-teaching staff to evaluate their work priorities and performance.

- Their duty execution stands as the basis of performance appraisal.
- The performance of the non-teaching staff is assessed on a daily, monthly, and yearly basis as their work is always supervisory.
- Based on their approachability, responsibility, commitment, discipline, reliability, character, relations/cooperation with stakeholders, and dedication, they receive an appraisal.

The Annual Performance Appraisal System has significantly helped in the evaluation of the performance of employees, in motivating them, analysing their strengths and weaknesses, and ensuring better performance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

VMDC, a self-financed institution, has a mechanism for conducting internal and external audits to ensure financial compliance. The institution operates fully computerized accounting, recording all financial transactions using software.

**Internal Audit:** Senior accountant verifies vouchers of transactions carried out in a financial year, evaluates the effectiveness of accounting of receipts, and verifies the fees collected from all students. A College budget includes recurring expenses and non-recurring expenses. The accountant monitors the expenses as per the budget allocated by management. The accountant thoroughly verifies the income and expenditure details and a compliance report is submitted to management.

**External Audit:** At the end of the financial year, annual financial statements are prepared and presented for audit. External audit, conducted by a chartered accountant appointed by the college, reviews the institution's financial statements, vouchers, and bills throughout the year. Chartered accountants undertake audits of financial records, certifying income, expenditure, and balance sheet, and ensure compliance with institutional policies.

The college's account team furnishes details regarding fund sources and utilization to chartered accountants, and the auditors verify financial transactions and submit a detailed report of observations.

All these mechanisms exhibit transparency in financial matters and adherence to financial discipline.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)****6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

o

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

**6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources****Mobilization of Funds:**

- **College Fees:** is the Institution's primary source of funding from students. It offers instalment payment plans and provides fee concessions to deserving students.
- **Interest on Deposits:** is utilised for recurring and non-recurring expenses.
- **Sponsorship:** This is taken by partnering with organizations to sponsor events.
- **Stalls:** Funds are generated by offering space for stalls during events.

**Effective Utilisation of Funds:****Revenue Expenditure:**

- **Salaries for Staff:** The institution disburses staff salaries every month without any delays
- **Maintenance Costs:** Funds are allocated for day-to-day operational expenses, which encompass Internet Charges, electricity payments, lab maintenance, cleaning supplies, and tea and snacks provisions.
- **Labs and Gym Augmentation:** is prioritized based on the needs of academic programs and student demand.

- **Staff Welfare Expenditure:** During Annual Day; the college provides gifts to teaching and non-teaching staff.
- **Outreach Programs:** Funds are utilized for social service activities through NSS, NCC, and VICAS.
- **Workshops/Guest Lectures/Research:** Funds are allocated for these activities.
- **Books and Journals:** Current library holdings and curricular needs are evaluated. The collection is updated to reflect academic requirements.

#### Capital Expenditure:

- **Furniture:** Investment is made in furniture, display boards, and systems
- **Augmentation of Conference Hall:** include audio-visual equipment, seating capacity, and accessibility to maximize its utility for events and conferences.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In the process of channelizing quality measures, IQAC plays a pivotal role in maintaining quality sustenance and improvising ways of documenting information. IQAC functions by setting desired goals and developing yardsticks of excellence for the institution.

IQAC was constituted on 8.02.2020 with a vision to streamline institution's quality initiatives. It encourages NSS, NCC, NRC to organize awareness camps, extension and service activities. It has been on the forefront in securing 2 (f) status for the Institution. It focuses on enhancement of teaching methodologies by organizing FDPs. IQAC has played a crucial role in completion of I cycle during the year and been awarded B++ Grade by NAAC

Two practices institutionalized by IQAC are:

- **Procurement of ISO Certifications:** IQAC planned, organized and executed necessary steps which finally led to successful award of ISO 9001:2015 certifications for Quality Management Systems in the last five years and ISO 50001: 2018 Energy Management Systems since one year.
- **Local Chapter of NPTEL:** As Nodal Officer of NPTEL, IQAC coordinator has been instrumental in implementing Online Courses, successfully implementing modern technology, motivating staff and students to pursue online embedded courses for knowledge enhancement.

**IQAC persistently strives from framing strategies to bringing an effective environment for quality advancement.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities**

**IQAC conducts periodic review of teaching, learning methodologies. By recording incremental improvements, institution tracks its progress and ensures that it upgrades its quality of education.**

#### **Teaching, learning Process:**

- Along with Principal, IQAC prepares institutional almanac and frames guidelines for preparing departmental almanacs.
- It plans formats of course plans, curricular plans, and teaching schedules of courses.
- It provides add-on certificate courses for promoting students' skills and employability
- It strengthens Feedback Mechanism from all stakeholders to initiate progression.

#### **Structures and Methodologies of operations:**

- It conducts HODs meetings to review department plans, ensures ICT embedded teaching-learning process

- Meetings are held at beginning and end of semester with Conveners of Committees, Cells and Clubs to guide while they plan their activities
- It acquires MOUs from companies, enables students to pursue internships, ensures Institute Industry Interface and enhances employability opportunities.
- It organizes FDPs on pedagogies
- It coordinates with Research Committee to identify and promote research interest among faculty and students
- It initiates commemoration and celebration of National, International and other Days.
- It oversees college website accessibility.
- It ensures higher placement opportunities through regular meetings with TPO

IQAC plays a crucial role in ensuring that institution maintains high standards of education and delivers value to its students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

#### 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution earnestly safeguards the ideologies of universalism and promotes gender equity in campus.

- Free health Camps and Awareness health talks are organized, upholding health and hygiene.
- Gender discussions take place in courses like Professional Skills, Gender Sensitization and Women's Writings
- Workshops are organized by NSS and NCC to train self-defence mechanisms. Students take part in rallies to educate public on prevention of gender discrimination.
- Certificate Courses like Fashion Designing, Yoga, Basketball, Make-up artistry and Interior design, reinforce health and happiness
- Women Cell raises awareness about gender fairness through seminars, and workshops.
- Placement Cell organizes placement drives and many candidates get selected by reputed companies, adding to economic security.
- ED Cell invites women entrepreneurs to share their experiences through interactive sessions.
- To uphold the belief of unity in diversity, the institution celebrates national and international days.
- Discipline and Anti - Ragging Committee, Students Grievance and Redressal Committee are on heels to provide relief to the students and ensure maintenance of moral atmosphere within the campus.
- It provides a clean andhygienic canteen, Stationery store, gymnasium and health care with a female doctor, 24X7 CCTV for

student safety and sanitary napkin vending machine and incinerator for the hygiene among student fraternity.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.villamariecollege.ac.in/wp-content/uploads/2024/12/7.1.1Reports.pdf">http://www.villamariecollege.ac.in/wp-content/uploads/2024/12/7.1.1Reports.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://www.villamariecollege.ac.in/wp-content/uploads/2024/12/7.1.1GeoTagPictures.pdf">http://www.villamariecollege.ac.in/wp-content/uploads/2024/12/7.1.1GeoTagPictures.pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

One of the institution's principles is to keep the campus in pristine condition to provide a conducive environment. College has an MOU with Urban Rebox IT Private Limited for efficient Waste Management. The tie up with Earthbox facilitates Dry waste Recycling.

Departments and Earthwise Club arrange programs towards environment protection and take initiatives to reduce generation of wastes.

**SOLID WASTE MANAGEMENT**

College has provided Dust Bins across the campus for solid waste collection. Departments and classrooms are provided with dustbins for dry wastage disposal. Dustbins are cleared every day. Bins are



kept in strategic locations, thus maintaining the Campus clean and Eco-friendly. Students put waste materials into these bins, which is later emptied by waste disposal area and is lifted by city corporation. Incinerators are fixed in ladies' washrooms for hygienic disposal of used sanitary napkins. Separate dustbins are kept in the canteen and Ground for collection of food waste.

#### LIQUID WASTE MANAGEMENT

Drinking water from tap, and refilling bottle whenever students need is a practice in college. Liquid waste is generated during food preparation and washing of cooking utensils in Canteen. College campus has an underground drainage system and liquid waste from college Washrooms is safely discharged into it.

#### E - WASTE MANAGEMENT

All E-Wastes like computer accessories and electronic wastes are collected and discarded through the authorized vendor. Equipment which cannot be reused or recycled is disposed of through authorized vendors.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

### 7.1.5 - Green campus initiatives include

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. Landscaping with trees and plants**

**D. Any 1 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment**

**A. Any 4 or all of the above**

with ramps/lifts for easy access to classrooms.  
 Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5.  
 Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

VMDC provides teaching-learning curriculum that promotes equal opportunities to students with an all-inclusive educational set-up, by endorsing a diverse and multicultural pedagogy.

- Guest Speakers from diverse cultural and linguistic backgrounds are invited to promote cross-cultural understanding.
- NSS and NCC volunteer social activities for residents of slums and collaborate with foundations to organize health camps. Outreach activities under the banner VICAS are organized to connect with people socially. Students participate in cleaning activities under Swatch Bharat Initiative.
- Students participate in spreading awareness on traffic measures and road safety.
- College clubs, Cultural and Literary Committees are hubs of inclusivity.
- Inter-Collegiate Fests are conducted where students take part

in events organized by departments.

- Students learn Hindi, Arabic, Sanskrit, and French to promote linguistic diversity through Second Languages.
- They participate in rallies and support Disabled and specially challenged communities.
- First year students have 'Environmental Science' sensitizing on preservation of environment.
- Students adapt green practices and natural resources conservation
- Women Cell and NSS organize activities on Women's' day
- Guest lectures and workshops are arranged to deliver lectures on ethics, human values and duties.

Institution plays a key role in safeguarding the principles of tolerance by creating an environment that supports mutual co-existence and harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Constitution of India provides Human Dignity, Equality, Social Justice, Human Rights and Freedom. Obliging to social responsibilities of sustaining national accountability and communal feeling, the college strengthens Constitutional dictates to students as a citizen of India, during induction and other programs throughout the year.

Guest Lectures on diversity and inclusivity are organized

- National Anthem is sung in campus on all events to bring a patriotic feeling among all
- Republic Day and Independence Day are celebrated every year to uphold the importance of national days through competitions
- Seminars are organized to talk about significance of Indian culture.
- NSS and Department of Physical Education celebrate National

Unity Day and National Youth Day to talk about the importance of our heritage and instil a sense of unity among students.

- Students participate in Voter election campaigns conducted by The Election Commission of India
- Field trips are organized to Chowmahallah Palace, Salarjung Museum and Golconda Fort.
- National trips are organized to enlighten students with multicultural aspects of the nation.
- Department of Arts celebrates Ambedkar Jayanti, and Gandhi Jayanti to reiterate the values enshrined in the Constitution.

VMDC is embarked towards Women Empowerment and prepares students to be socially responsible citizens as enshrined in our Constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

A. All of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Celebrating National & International commemorative days, events and festivals in college is an integral part of learning and building a strong cultural belief in students. Faculty, Staff and Students come under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness.

Departments, Clubs, Cells, NSS and NCC play a major role in these activities.

To inculcate the principles like Dedication, Devotion, Patriotism, Equality, Nationality and Humanity, the college organizes number of programs.

Telangana Formation Day, Olympic Day Run, World Wide Web Day, National Handloom Day, National Librarians Day, World Humanitarian Day, World Photography Day, World Sanskrit Day, World Arabic Language Day, National Girl Child Day World Radio Day, International Mother language Day, World Earth Day, International Women's Day, Consumer Rights Day, World Bipolar Day, World Forest Day are days of significance commemorated in college.

Celebration of National festivals Independence Day and Republic Day bring in the patriotic fervor. Every year college celebrates birth anniversaries of personalities like J K Rowling, Roald Dahl, Swami Vivekananda.

VMDC is committed to promote ethics and values amongst students and organizes National festivals like Onam, Janmashtami, Navratri, MahaShivratri, Holi, Ugadi and Christmas thereby breaking the boundaries of religion and caste.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format

provided in the Manual.

#### BEST PRACTICE - I

1. Title: ISO Certifications

2. Objectives:

- To enrich quality of education.
- To enhance performance of institution.
- To identify risks and opportunities for growth.

1. Context:

ISO Certification is the need of the hour so as to ensure quality-based education that meets standard requirements.

1. Practice:

VMDC has been relentlessly working towards achieving ISO 9001:2015 Certifications for QMS for 5 years. It has achieved ISO 5001: 2018 EMS last year

1. Evidence of Success:

Institution has achieved recognition of quality standards, assessing and identifying risk-related processes and finding ways to mitigate them, making education more accessible to learners'.

1. Problems encountered and resources required

1. Limited availability of CCTV cameras
2. Implementation of Solar Energy Management
3. Appointment of Women Security

#### BEST PRACTICE - II

1. Title: VICAS - Villa Marie Initiatives towards Community Awareness and Services

1. Objectives:

1. To raise awareness among students about social issues.

2. To instil social responsibility in students
3. To foster a deeper understanding of responsibilities

1. Context:

By harnessing potential of VICAS centre, each department is engaging in outreach initiatives, moulding students to be well-rounded individuals, cognizant of societal obligations.

1. Practice

To nurture responsible citizens

Evidence of Success

- Enhanced awareness among students regarding social issues.
- Increased participation in community activities
- Positive feedback from community

1. Problems Encountered

- Resource Constraints
- Community Resistance

Resources Required

- Enhance Awareness
- Allocate Resources
- Strengthen Community Partnerships

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.3 - Institutional Distinctiveness**

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

VMDCW is on a mission towards Women Empowerment, nurturing knowledge acquisition, skill development and social responsibility among students.



### Empowering with Knowledge

- Best teaching methods are used that foster continuous learning.
- Holistic teaching-learning methodologies are imparted
- Extension Lectures, seminars and workshops ensure holistic development

### Empowering with Skills & Abilities

- Students are supported with internships and pursue desired careers.
- Certificate Courses are provided to empower students.
- Participation in Events and competitions augment students' learning experience

### Empowering with Wellness

- 
- Sports are offered with a well-furnished gymnasium.
- 
- Awareness programs and health check-ups are organized.
- Counselling cell provides guidance to students facing psychological challenges.
- Vending machine for sanitary napkins and Incinerator are installed.

### Empowering as Responsible Citizens

- NCC, NSS and VICAS organize events that entrust students with community feeling.
- Celebrating days of National significance imbibe nationalistic fervour.
- Consumer Cell spreads awareness on Consumer Rights.

### Empowering as a Confident Individual

- Women Cell organizes programs focused on women's issues
- ED Cell organizes activities building entrepreneurship
- CC Programs enable to explore self-employment opportunities
- Placement Cell provides internships and organizes CRT programs
- Clubs gives opportunities to showcase the prowess in extracurricular activities

These practices underscore institution's commitment to create a

nurturing environment where a girl child can flourish academically, professionally and personally.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

To create an enabling environment for holistic development of students, faculty and support staff, the college has conceptualized an action plan, which is enumerated as under -

- **Formal Constitution of the IQAC:** On successful completion of the I Cycle of accreditation; college shall plan to formalize and constitute the Body of Internal Quality Assurance Cell (IQAC) for the maintenance and upgradation of Quality framework of the Institution.
- **Institutional Preparedness for implementation of Autonomy and National Education Policy:** To provide thrust to achieve excellence and implement autonomy and NEP, IQAC will organize training workshops and FDPs for skill enhancement for staff.
- **Conduct I Convocation Ceremony:** Institution plans to organize and conduct the I Convocation Ceremony for the Graduating Batch of 2023-2024, inviting the Vice Chancellor of Osmania University, to which the College is affiliated to along with eminent Academicians to grace the occasion and confer the Degrees. Also, college plans to present gold medals to Toppers of all Programs. Alumni also plans to give cash awards to Program Toppers.
- **Organization of International Conference:** To encourage and facilitate Research Culture among Faculty and students, International Conference is being planned
- **Introduction of new Certificate courses for Skill Development:** The college will focus on strengthening skill development by introducing new courses relevant to the changing needs of the stakeholders
- **Planning and implementation of 5 Day Faculty Development Program:** The college will promote professional development for faculty to keep them updated with the latest teaching and learning practices by organising FDPs.