YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution   MAHARAJAH'S COLLEGE(AUTONOMOUS)

- Name of the Head of the institution   Dr. G. A. Kalyani

- Designation   Principal

- Does the institution function from its own   Yes
  campus?

- Phone No. of the Principal   08922222001

- Alternate phone No.   08922222001

- Mobile No. (Principal)   9440543867

- Registered e-mail ID (Principal)   principalmrac@gmail.com

- Address   Yelugubanti Vari Street, Near
                                                                           Clock Tower, Vizianagaram

- City/Town   Vizianagaram

- State/UT   Andhra Pradesh

- Pin Code   535002

2.Institutional status

- Autonomous Status (Provide the date of   01/07/1987
  conferment of Autonomy)

- Type of Institution   Co-education

- Location   Urban

- Financial Status **Grants-in aid**

- Name of the IQAC Co-ordinator/Director **Dr.V.V.S.S.V.Prasad Rao Patnaik**

- Phone No. **9491600623**

- Mobile No: **9491600623**

- IQAC e-mail ID **iqacmrac@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) http://www.mracollegevzm.com/iqac.php?dept=IQAC#

4.Was the Academic Calendar prepared for that year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: http://www.mracollegevzm.com/iqac.php?dept=IQAC#

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	**B**	**2.19**	**2021**	**16/03/2021**	**15/03/2026**

6.Date of Establishment of IQAC **03/06/2009**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
NIL	**NIL**	**NIL**	**Nil**	**NIL**

8.Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI View File

9.No. of IQAC meetings held during the year **01**

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken **No**

uploaded on the institutional website?

- If No, please upload the minutes of the meeting(s) and Action Taken Report

No File Uploaded

10.Did IQAC receive funding from any funding agency to support its activities during the year?

No

- If yes, mention the amount

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

? Classroom Management and Creativity in Teaching: Frequent Heads Council meetings enable IQAC to impart quality measures among the faculty. ? Work life balance and Career growth: Coordinator IQAC frequently interact with all the students irrespective of the stream to help them to plan their Career. ? Preparing for a paradigm shift from teaching to learning: Always try to update the innovative techniques. ? Out of Box Thinking: Regularly practicing. Interaction with all the Staff, both Teaching and Non-Teaching to work towards enhancement of Internal Quality of the institution. ? During the pandemic situation all the faculty members taking classes through online platform under the guidelines of IQAC. ? All the faculty members were attended various webinars/FDPs/Workshops/Training Programmes etc.

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
To study and prepare SWOC analysis periodically.	SWOC analysis was done during January for the academic year 2020-2021.
To conduct Orientation classes for New entrant students.	In the beginning of the academic year all the first year students were counseled about the semester system, CBCS and examination systems.
To encourage the staff to deliver their lectures in Digital Classes	ICT usage is significantly increased. Virtual Class rooms and digital class rooms were arranged with the financial support of RUSA 2.0 grants.
To make the campus clean and neat to enhance the ambiance.	It is practiced as continuous process. Every weekend was observed as "Swatch Bharath Day" Around 900 hundred students of 4 NSS units and 100 NCC cadets are actively participating in this programme.

13.Was the AQAR placed before the statutory body?   **Yes**

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Head's Council	28/02/2021

14.Was the institutional data submitted to AISHE ?   **Yes**

- Year

Part A
Data of the Institution

1.Name of the Institution	MAHARAJAH'S COLLEGE(AUTONOMOUS)
• Name of the Head of the institution	Dr. G. A. Kalyani
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	08922222001
• Alternate phone No.	08922222001
• Mobile No. (Principal)	9440543867
• Registered e-mail ID (Principal)	principalmrac@gmail.com
• Address	Yelugubanti Vari Street, Near Clock Tower, Vizianagaram
• City/Town	Vizianagaram
• State/UT	Andhra Pradesh
• Pin Code	535002
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• Autonomous Status (Provide the date of conferment of Autonomy)	01/07/1987
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid
• Name of the IQAC Co-ordinator/Director	Dr.V.V.S.S.V.Prasad Rao Patnaik

• Phone No.	**9491600623**
• Mobile No:	**9491600623**
• IQAC e-mail ID	**iqacmrac@gmail.com**

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4.Was the Academic Calendar prepared for that year?	**Yes**
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9.No. of IQAC meetings held during the year	**01**
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	**No**

• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Did IQAC receive funding from any funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

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

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30-08-2022 03:20:18

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13.Was the AQAR placed before the statutory body?	Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Head's Council	28/02/2021

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
30/12/2020	22/02/2022

15.Multidisciplinary / interdisciplinary
16.Academic bank of credits (ABC):
17.Skill development:
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
20.Distance education/online education:

Extended Profile

1.Programme

1.1   **5**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1   **1595**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2   **761**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File]()

2.3   **2684**

Number of students who appeared for the examinations
conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File]()

3.Academic

3.1   **23**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File]()

3.2   **127**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1 Number of programmes offered during the year:	**5**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1 Total number of students during the year:	**1595**

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2 Number of outgoing / final year students during the year:	**761**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.3 Number of students who appeared for the examinations conducted by the institution during the year:	**2684**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.Academic

3.1 Number of courses in all programmes during the year:	**23**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.2	**127**
Number of full-time teachers during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<u>View File</u>

3.3	**127**
Number of sanctioned posts for the year:	

4.Institution

4.1	**439**
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	

4.2	**62**
Total number of Classrooms and Seminar halls	

4.3	**105**
Total number of computers on campus for academic purposes	

4.4	**100,616.11**
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

As an autonomous College the curriculum is designed, developed and adopted with relevance to the global, national / local needs by Board of Studies of the concerned Departments of the College as per the procedure laid down by the University Grants Commission autonomy guidelines. The College has meticulously drawn the programme outcomes (PO) in general and programme specific outcomes (PSO) in specific for each program offered. In

addition to the regular curriculum, some of the departments have introduced skill enhancement programmes and Certificate courses. All these modifications have been made without the deletion of any chapter in the syllabus guided by the affiliating University so that students can get through the higher studies entrance examinations. Department faculty members are encouraged to impart the curriculum through innovative teaching methods such as presentations, assignments, discussions and also to arrange workshops, Seminars, industrial visits apart from regular/traditional teaching methods. The College follows scrupulously the academic calendar of affiliating University for instruction delivery. Frequent review meetings are conducted at the department level and also at the college level to assess whether the activities are being conducted as per the academic calendar. The meetings of class representative Committees are held once in a month in every semester to review the progress of syllabus coverage and the effectiveness of the instruction delivery.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	**Nil**

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

4

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	[View File](#)
Any additional information	**No File Uploaded**

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

149

File Description	Documents
Curriculum / Syllabus of such courses	[View File]()
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	[View File]()
MoUs with relevant organizations for these courses, if any	[View File]()
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

0

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	**No File Uploaded**
Any additional information	**No File Uploaded**
Institutional data in prescribed format (Data Template)	[View File]()

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

04

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File]()
Any additional information	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	[View File]()

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Being an affiliated college, the college meticulously follows

the curriculum prescribed by the University. The University integrates cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the curriculum. Following are the selected few courses which integrate cross-cutting issues into the curriculum. The College ensures that the curriculum developed has a thrust on promoting value based education, women empowerment, gender sensitization, skill development, competency in communication skills, personality development, and conscientising the students on environment protection. It caters to the needs of society and has relevance to the regional as well as national developmental requirements through a concerted effort of all the departments Environmental Studies course proposed by the UGC has been incorporated into the curriculum of UG programmes from 2016 admission onwards. Value education and Language courses offered for all programmes have an emphasis on gender sensitisation, human values and help nurture empathy towards the weaker sections of society. The cross cutting issues relevant to Gender Sensitization, Environment and sustainablity, Human Values are incorporated in the curriculum. The Gender Sensitization, Environmental Studies and valueeducation is tought as a subject on par with other programmes in the first and second year of degree course.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	[View File](#)
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

0

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	**No File Uploaded**
Any additional information	**No File Uploaded**

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

01

File Description	Documents
List of students enrolled	View File
Any additional information	**No File Uploaded**

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

01

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	D. Any 1 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	http://www.mracollegevzm.com/iqac.php?dept=IQAC#
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - The feedback system of the Institution comprises the following	**C. Feedback collected and analysed**

File Description	Documents
Provide URL for stakeholders' feedback report	http://www.mracollegevzm.com/iqac.php?dept=IQAC#
Any additional information	**No File Uploaded**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

849

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

728

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The prime objective of any educational institute striving to achieve excellence is to identify respective learning levels of the students. Students from diverse socio-cultural, economical and educational background are admitted to the college. Therefore taking into account the varied needs of the students becomes necessary to identify slow learners and advanced learners at the entry level.

Slow learners: For slow learners institute provides Special Guidance, Remedial coaching, Personal counseling , Question paper solving and home assignments. Students are identified/ enlisted as slow learners after providing remedial coaching, special guidance, extra lectures etc. As a result of this many students have successfully passed the Semester end examination with good grades. On the other hand, advanced learners are encouraged to participate in SWAYAM -NPTEL online courses. College also provides INFLIBNET membership to the advanced learners.

Advanced Learners: After organizing special programs for advanced learners these students have shown better performance in getting seats for pursuing higher education and a few of them got placements.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/05/2021	849	138

File Description	Documents
Upload any additional information	No File Uploaded

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:

There have been wide ranging debates on the goals and objectives of Higher Education. These debates indicate that higher education is not static and it has to change if we desire to attune education to the needs of society. Besides attending to the rigorous academic work that takes place within the four walls of the college, students of our Institution have been active outside the classrooms also innumerous co-curricular and extra- curricular programmes. The College is concerned much about the design of the academic plan and mostly it is student-centric. Various methods of experiential and participatory learning, as well as problem-solving methodologies, are implemented to make sure that students are dynamic participants than passive listeners in the teaching-learning process. The College endeavors to make teaching learning as a two-way process and student-centric by encouraging the students to participate in the teaching-learning activities whole-heartedly. The College has adopted various student-centric teaching-learning and pedagogical methods for enhancing the learning levels of the students. Besides classroom teaching teachers employ experiential learning, problem-solving methodologies, role-playing activities, classroom seminars, group discussions, project works, survey methods, case study, field visits, field projects and review of books.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The college has 128 on roll teachers among them majority of the teachers using the following ICT resources i.e.,LCD projector, Lecture capture units, Interactive boards, Desktops, Laptops,

internet with WiFi facility.

The college has3 Virtual Class Rooms, 2 Semkinar Halls, 14 ICT enabled class rooms, by using all these mentioned resources all the faculty memebrs giving the lectures throughPPts from CEC, Self PPTs, Available Videos, Self recorded lectures, resources from inflibnet.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

125

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	No File Uploaded

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The College strictly adheres to the systematic pattern of functioning every academic year based on the Academic Calendar which is prepared after being discussed at length by the Head's Council Members at the end of sixth semester of every year for the ensuing academic year. Well in advance the IQAC and the Controller of Examinations checks compliance of the Action Taken Report of each Department and requests Department Heads to submit Plans of Action for the coming academic year for designing the Academic Calendar keeping in view the number of working days required, national, weekly and other holidays and in close consultation with the Principal, Vice Principal, Heads of departments the academic calendar is finalized. The departments also follow suit and they plan their syllabus accordingly. The Academic Calendar exhibits a positive balance

between academic and non-academic activities, teaching and examination schedule.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

134

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**
Any additional information	**No File Uploaded**

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

44

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	**No File Uploaded**

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

134

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	**No File Uploaded**

2.5 - Evaluation Process and Reforms

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

30

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	**No File Uploaded**

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	**No File Uploaded**
Upload any additional information	**No File Uploaded**

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

IT integration is followed in examination procedure startingfrom pre-examination processes for time table generation,student list generation, List of invigilators, squads, creationof attendance sheet, logistics to post-examination processfor capturing attendance, Coding of the received answeredOMR sheets on the same day of examination, tabulation ofmarks after external evaluation , declaration of exam results,certification, etc. Time tables are displayed on noticeboards. The examination

process is looked after byPrincipal/Chief Controller of Examinations. The OMRanswer sheets are distributed room wise along withattendance sheets to the invigilators. The question paperswhich are typed on the same day five hours before theexamination will be sent with utmost confidentiality to theexamination rooms by the Assistant Controllers ofExaminations and after examination the answer sheets arecollected by the invigilators and submitted to the Controllerof Examinations (COE) for coding and further process.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Maharajah's College (Autonomous) adopted OBE in the current academic year and POs/PSOs/COs wereframed as per NAAC guidelines. The programmes offered by College cater to multiple interests of thestudent community and to build the human capital needed by the society and nation. The programmeoutcomes and course outcomes primarily aim at imparting knowledge and skills which are critical forbuilding students' competence and personality. There is also an emphasis on holistic development of thestudents as the learning outcomes focus on imparting values and ethics and enhancing their interpersonaland communication skills. The POs/COs are thus in keeping with the prime motto of the college i.e.empowering students and preparing them to be catalysts of change.

The POs/PSOs/COs of all the programmes are clearly stated after duly considering the inputs from facultyand alumni, employability prospects and societal requirements.They are communicated to all thestakeholders of the program through Faculty meetings, Student orientation programmes, Alumni meetings,Parents meetings and BOS meetings. The detailed syllabi, POs/PSOs/COs are published in the collegewebsite, and also placed in the college Library. The learning effectiveness of any programme and coursedepends on the POs and COs.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Direct Method: First three learning levels of learning like remembering, understanding and applying and to some extentfourth level of leaning by analysing can be assessed by conducting standardised examinations (EndSemester Examinations (ESE)) where students are given limited amount of time. The Continuous InternalAssessment (CIA) and End-Semester Examination (ESE) are the prime tools for evaluation of PO and COattainment. The CIA matrix comprises of two tests, assignment, presentation, practical and attendance. The marks obtained by the students are analyzed and mapped to CO and PIndirect Method:Group discussions, classroom seminars, debates, project works etc., are adopted to measure attainment ofoutcomes. Practical conducted by science departments give students the opportunity to apply theirknowledge obtained in the study of the theory. Their skill in application of their knowledge is measured and they are guided on how to improve themselves. Student Feedback on Curriculum is obtained and thesame is shared with the departments so that their feedback is discussed and relevant changes if any aremade. PO is evaluated based on the performance of the students in terms of their progression to higherstudies, qualification in competitive examinations and placement.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

837

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<u>View File</u>
Upload any additional information	**No File Uploaded**
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

http://www.mracollegevzm.com/results/results.html

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The College has evolved a Research Policy to promote research culture among the faculty and students. Institutional Social Responsibility is one of the core values of this institution.

1. To Provide infrastructural facilities to department and faculty members in order to facilitate and promote research.

2. To organize workshops, conferences and seminars to provide conductive climate for research and development.

3. To motivate faculty and students to publish and to present research papers/articles at various national and international conferences and seminars by providing appropriate finicial grants for travel.

4. To provide information and news bulletins on research projects and research funding on national and international agencies.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	http://www.mracollegevzm.com/downloads.php
Any additional information	**No File Uploaded**

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	**No File Uploaded**
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	**No File Uploaded**
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	**No File Uploaded**
List of teachers and details of their international fellowship(s)	View File
Any additional information	**No File Uploaded**

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2.2 - Number of teachers having research projects during the year

0001000

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

0001000

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	**No File Uploaded**
Institutional data in Prescribed format	[View File](#)

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	[View File](#)
Paste link to funding agencies' website	**Nil**
Any additional information	**No File Uploaded**

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The College Botanical Garden being a place of medicinal plants enables the utilization natural resources for improving health. Department of Zoology also houses a mini pond attached to animal farm and vermin composting unit to create awareness on earn while learn to students. All the above innovative initiatives encourage building a relationship between the industry and the institution. Individual departments interact with industry to ascertain its needs to fill the gap in curriculum. The gap is filled by arranging industrial and field visits for students and faculty and attends workshops addressed by industry and well known academia.

The institute provides conductive environment to support and promote rural entrepreneurship in the region through training, demonstration and dissemination of technologies and opportunities to the grass root people living in the nearby community and to create employability and entrepreneurial ability through skill development training courses, workshops and programmes (in collaboration) with Government and Private

partnership.The College provides internet facility to access emerging innovations to update knowledge and expertise of the faculty and students. The institute provides training on Mehindi designing ,Preparation of decorative ornaments by using beads by the girl students of the Commerce department.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://www.mracollegevzm.com/dept.php?dept=botony#

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

01

File Description	Documents
Report of the events	**No File Uploaded**
List of workshops/seminars conducted during the year	View File
Any additional information	**No File Uploaded**

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	**D. Any 1 of the above**

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	**No File Uploaded**
Any additional information	**No File Uploaded**

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	**No File Uploaded**

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

8

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	**No File Uploaded**

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

01

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

328

File Description	Documents
Any additional information	**No File Uploaded**
Bibliometrics of the publications during the year	**No File Uploaded**

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

20

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	**No File Uploaded**
Any additional information	**No File Uploaded**

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	[View File](#)
List of consultants and revenue generated by them	**No File Uploaded**
Any additional information	**No File Uploaded**

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Social commitment is an integral part of the teaching learning policies of the College. Significance of social outreach programmes for holistic development are integrated with learning. The College believes in promoting for ethical and moral activities to add values to the society and in grooming the student as a responsible citizen of India. The College strives to instill civic responsibility in the young minds of students through extension and outreach programmes and value based courses so that they develop into sensitized, socially responsible citizens. The College conducts neighborhood community activities through NSS and NCC . As most of our students are from rural background they are brought up in the lap of society and community and are well in centre of the problems relating to the rural poverty and ignorance in all respects. The College always claims with all pride that our Teachers share a lot of space with the students and the class room is one such place where their special problems are given an ear.

During the academicyearour NSS volunteers have been working towards sensitising them on the rural health, in particular that of children and women. They are all encouraged to vaccinize their children at various stages of their growth against cholera, measles,,polio etc. Women are propagated on the disadvantages of early marriage of a girl child, below 18 years;

and in cases where a girl become a mother of two children at that age.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

05

File Description	Documents
Number of awards for extension activities in during the year	[View File](#)
e-copy of the award letters	**No File Uploaded**
Any additional information	**No File Uploaded**

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

37

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	**No File Uploaded**

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1803

File Description	Documents
Reports of the events	[View File](#)
Any additional information	**No File Uploaded**

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

0001000

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

0001000

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

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 equipments, etc.

The Maharajah's College (Autonomous) has adequate physical facilities and infrastructure for all academic programmes, administrative functions, co-curricular and extracurricular activities. It has an airy campus stretched over an area of 17.73 acres. The salient feature pertaining to the infrastructure of the College consists of seven interlinked buildings with all necessary facilities. The institution has 60 spacious well ventilated classrooms with adequate seating facility for learners. There are two study centers for distance learners and ten well equipped laboratories for Botany, Zoology, Physics, Chemistry, Geology, Mathematics, Commerce,Computer

Science Departments, as M.Sc Organic Chemistry Lab and Analytical Chemistry Lab. Three Science departments have separate museums in Botany, Zoology and Geology. Two audio visual halls with modern amenities serve as Seminar Halls. There is an open air auditorium with a capacity of 3000 audience. The General Library is equipped with internet facility where students are provided with volumes of reference books that enhance their knowledge. There is a well ventilated reading room at the library. The Institution has a Botanical Medicinal Garden with rare species of medicinal plants. In addition to these facilities there are separate buildings IQAC, NSS room,NCC room, Women Empowerment Cell and 'Placement Cell'. The P.G. Department of Chemistry has its own departmental library and well equipped laboratories with necessary teaching tools and equipments like computers, OHP, LCD projectors etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://www.mracollegevzm.com/facilities.php

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

The department of Physical Education is well established with facilities for giving training and organizing University level Inter collegiate tournaments.The department is headed by Lecturer in Physical Education working under Grant-in-Aid.

Sports/Games: Various sports facilities are provided to the students within the College Stadium focusing on sports as one of the major extracurricular activities. The College caters to the needs of all major outdoor sports events with standard court and track facilities.

Some sports facilities to the students are In addition to these students are encouraged to take up field events like Javelin-throw, Shot-put, hammerthrow, Discus-throw by providing them with necessary sports equipment.

1. Indoor Games:
2. Gymnasium:

Yoga: Though the College has no separate Yoga Centre it organizes awareness sessions on Yoga to revive the ancient tradition and culture and to insist a healthy practice among the academics. Ample space is provided to practice Yoga at Dr.P.V.G.Raju Kala Vedika in the College premises.

Cultural Activities: The College also encourages students to participate in various cultural and literary activities and make the students excel in their fields of interest. Cultural competetions are conducted on a regular basis . Every year the college conducts district level intercollegiate youth festival in collaboration with SETVIZ in which many colleges participate. In connection with days of special significance such as Sankranthi Sambaralu a traditional state festival, National Voters Day,BirthAnneversary of Swami Vivekananda and VizianagaraVuthsavalu.

File Description	Documents
Geotagged pictures	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://www.mracollegevzm.com/facilities.php

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

7

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

172.14

File Description	Documents
Upload audited utilization statements	**No File Uploaded**
Details of Expenditure, excluding salary, during the years	<u>View File</u>
Any additional information	**No File Uploaded**

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Maharajah's College (Autonomous) is provided with a centrally Located General Library and allindividual departments are provided with Departmental Libraries to achieve the highest standards in theprovision of Information Resources and services to aid and advance the teaching, Learning and Researchamong Students, Researchers and Faculty of our college.

The Library has a collection of nearly 61,000 books (including those in the individual departmentallibraries).The books are classified according to Dewey Decimal Classification. The Library is partiallyautomated with integrated library management software. SOUL2.0(Software for University Libraries) ofINFLIBNET.

OPAC(Online Public Access Catalogue) service is also provided, where the users can search for thecollection of books by title, author, publisher etc. Apart from the printed registers the Author index andTitle index are available in the Library.Library is having access to E-Resources of NLIST which is a part of INFLIBNET. The users,namely the students and the faculty are given awareness on accessing the E-Resources and the students aremade to browse, access and download E-Books, E-Journals, Data bases etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu	C. Any 2 of the above

Shodhganga Membership e-books
Databases Remote access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	**No File Uploaded**

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

0.059 Lakhs

File Description	Documents
Audited statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

430

File Description	Documents
Upload details of library usage by teachers and students	**No File Uploaded**
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The institution frequently updates its IT facilities to provide the students with the best facilities. All thefifty classrooms are Wi-Fi enabled. Digital class rooms with LCD projectors, screens, smart boards help inbetter teaching and learning and virtual class rooms are also available.The College provides a

range of ITfacilities to help students and faculty with their studies. This includes extensive computer provision andInternet. Each Science Department has at least one class room furnished with LCD projector to enableteachers and students to switch over to IT supported teaching-learning methods. These IT supportedfacilities are regularly updated.

The department of Computer Science uses updated version of software to run the C programming. It alsouses software to run java programming and PL/SQL software to run SQL queries. AdobePhotoshop,M.S.Office, Tally ERP 9 are also available at Commerce Computer Laboratory. All the systemsare protected by a licenced Antivirus.The operating systems is updated in a phased manner. Eight Classrooms and two Seminar halls are equipped with ICT facilities like LCD projector, LAN/Wi-Ficonnectivity to enhance teaching-learning process. Video-conferencing facility is also available at C.V.Raman Seminar hall connecting to 3 virtual classrooms.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2987	115

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	E. None of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

172.14

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

In the Physics, Chemistry, Botany & Zoology laboratories operating procedures of thesensitive equipment are displayed and teachers also take care of the major equipment when used by thestudents. Fire extinguishers inthe labs are serviced periodically for optimum utility. In the library, librarianand staff will give orientation programmee to the newly admitted students, regarding the book issue, resources, services and maintenance of books. Dust bins are placed near all the class rooms in the verandahs, washrooms, ground and are emptied daily.The waste thus gathered is collected by the municipality vans weekly thrice. Wet waste from the canteen,hostel is collected and handed over to municipal vans .Old furniture isrepaired as and when needed. In the laboratories especially in

chemistry lab, painting is done to all thefurniture as they are damaged due to fumes while conducting chemistry practical's. There are out sourcing staff who are cleaning them regularly . Allthe water tanks are cleaned periodically both in the hostels and in the campus.NSS units take care of theclean and green aspects of the campus and hostels weekly once.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

2506

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<u>View File</u>
Upload any additional information	**No File Uploaded**

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

0001000

File Description	Documents
Upload any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga,	C. Any 2 of the above

**Physical fitness, Health and Hygiene)
Awareness of Trends in Technology**

File Description	Documents
Link to Institutional website	http://www.mracollegevzm.com/
Details of capability development and schemes	View File
Any additional information	**No File Uploaded**

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

46

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	**C. Any 2 of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

15

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2.2 - Number of outgoing students progressing to higher education

32

File Description	Documents
Upload supporting data for students/alumni	**No File Uploaded**
Details of students who went for higher education	<u>View File</u>
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

0

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The College level Students Welfare and Cultural Committee (SWCC) is a student body thatrepresents the interests of students in College Administration. It is responsible for organizing variousstudent activities.

Objectives and functions 1.To promote all-round development (academic, professional and personal) of students by involving them in various co-curricular and extra-curricular activities. 2.To promote an obliging culture amongst the students and to develop their leadership abilities. 3.Conducting various activities/programmes at intra and inter-collegiate level. 4.To help in maintaining discipline and healthy ambiance on the college campus. 5.To seek help of the task force in the special drives such as fundraising, disaster management, and event management etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

5.3.3 - Number of sports and cultural events / competitions organised by the institution

0

File Description	Documents
Report of the event	**No File Uploaded**
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	**No File Uploaded**

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Maharajah's College (Autonomous) was established in the year 1879 and ever since it has produced numerous alumni among whom there are people from different fields spread all over the world. There are social reformers, freedom fighters, politicians ranging from parliament, legislative, assembly, council members to ministers, judicial officers of high court and district courts, civil servants like I.A.S, I.P.S ,professors, poets, writers, lyricists, singers, actors, doctors and many others among them.ParamaVeera Chakra Gen.K.V.Krishna Rao (Former Chief of Armed Forces and former Governer J&K) ,Sri TirumalaVenkataTathachary (Former Justice , Supreme Court of India) are worth mentioning Alumni ofyester years.Dr. A.S.Rao, founder of ECIL and a reputed Engineer in Electronics is also a jewel in ourcrown. Sri GurajadaVenkataApparao and GiduguRamamurty were social reformers and writers who foughtto liberate Telugu from the classical chains. SrimathiNyayapathiKameswari aneminentbroadcaster wasthe first Woman who graduated from the College in 1930 .It is also a matter of pride for the college that its former students are spread across prestigious organisations like WIPRO, NCERT, CSIR, ISRO,BAARC,NGRI,NIO,CBI, Income Tax,Central Ground Water Board, Geological Survey of India,StateTrading Corporation, Vizag Steel Plant, Visakha Port Trust etc. Six vice-chancellors have been producedby college so far. Their services to the nation are widely recognised and Maharajah's college(Autonomous) is a name widely publicized.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

5.4.2 - Alumni's financial contribution during the year	**D. 2 Lakhs - 5 Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Vision: The institution works to provide a complete, meaningful and relevant education to the studentsso that they are intellectually well trained, morally upright and socially aware and spiritually inspiredand ignite their minds to fit into the competitive world. Mission: The institution strives to impart value based education and meet the demands of the globalizationthrough optimal utilization of the faculty and infrastructure for the holistic development of the students.The mission statement emphasizes the need to identify and develop effective, creative and innovative ideasamong the students. It guides the institution to inculcate ethical values and impart qualitative educationwhich makes our society directly or indirectly a better place to live in.It enables the students keep up thetraditions and positive approach to serve the humanity in a better way. The involvement of the leadership isclear in ensuring the policy statements and action plans for the fulfillment of the stated mission. TheCollege has a clearly defined organizational structure for the optimum and effective decision making andits implementation. The governance of the institution is carried out with the support of following bodies constituted as per the autonomous norms:

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Maharajah's College (Autonomous) encourages and motivates a culture of decentralization andparticipative management by involving staff members in a number of administrative roles. The apexdecision making body at the college level is the College Heads Council. For the participativedecentralization and governance, the Principal has appointed the Vice- Principals, and Head of thedepartments and provided administrative as well as academic autonomy and mobility for the effectivegovernance. The effective practice of decentralization and participative management is clearly reflected inthe admission process adopted by the institution. UG and PG admission have witnessed a significantincrease since last accreditation due to decentralisation and participative management.

File Description	Documents
Upload strategic plan and deployment documents on the website	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Maharajah's College (Autonomous) encourages and motivates a culture of decentralization andparticipative management by involving staff members in a number of administrative roles. The apexdecision making body at the college level is the College Heads Council. For the participativedecentralization and governance,and Head of thedepartments and provided administrative as well as academic autonomy and mobility for the effectivegovernance. The effective practice of decentralization

and participative management is clearly reflected inthe admission process adopted by the institution. UG and PG admission have witnessed a significantincrease since last accreditation due to decentralisation and participative management.

Publicity: A wide publicity is given about the admission process through the largest circulatedvernacular daily 'Eenaadu' (Telugu) and the national daily 'The Hindu' (English). Our websiteand Handbook gives further information about the rules and regulations and of diversified coursesoffered in the institution. Transparency: The Admission Committees are constituted with senior faculty as members and theyscrutinize the applications and prepare the merit list after following reservations as per the relevantnorms. After the interviews, the selected students are given admission and all grievances areattended to immediately.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The governance of the institution is carried out with the support of following bodiesconstituted as per the autonomous norms: 1.The Management 2.Governing Body 3.Academic Council 4.Head's Council 5.Finance Committee The Management: MANSAS (MaharajahAlakNarayana Society for Arts and Sciences) is behind theforce of the administration and it ensures imparting quality education to suit the emerging trends in themarket. The participative decision making strategy of the Management helps to achieve the Vision,Mission, Goals and Objectives of the institution.

File Description	Documents
Paste link to Organogram on the institution webpage	**Nil**
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

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) Documen	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Details of implementation of e-governance in areas of operation	[View File](#)
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The College provides effective welfare measures to both teaching and non-teaching staff. All statutorywelfare measures are implemented. Various monetary, non-monetary measures towards personal andprofessional growth are being followed to the satisfaction of the employees. The welfare measures available in the institution for the teaching and non-teaching staff are Three Fold:Statutory Welfare measures as per Government norms: The College provides both statutory and nonstatutorywelfare measures for the benefit of the faculty and the supporting staff.

They are: 1.15 days of Casual leave, 7 days of Special Casual leave facility per year to the teaching and Nonteachingstaff. 2.Duty leaves to staff members to attend variousn Examination, Evaluation, Training Programmes/Orientation/ Refresher/ Workshop/Seminar subject to the existing Government rules

3.Medical and Maternity leave and benefits are sanctioned for the required Staff (Teaching & Nonteaching) 4.Lab Facility is provided to teachers to conduct research 5.Leave is granted to teachers to participate and present papers in seminars 6.Hostel Facility for teachers on demand 7.Canteen at subsidized food price 8.First Aid Facility 9.Grievance Redressal Cell 10.Parking Facility 11.Internet 12.Group insurance (Grant-in Aid employees only) 13.Provident fund(Teaching and Nonteaching Management Staff - 50% Contributionsfrom Management) 14.ESI Facility(Management Un-Aided teaching and all Nonteaching Staff with income less than Rs 25000/-) 15.Retirement Benefit to Full time teaching and Non teaching Un-Aided Staff. 16.Well qualified Medical Doctor on call.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

0001000

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	**No File Uploaded**

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

34

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Preparation of plan of action at the end of every academic year for the strategic plan of how to accumulate the funds from the available financial resources is high priority to ensure the dissimination of quality education to the students as they are the prime stakeholders of the institute. This budgetary planning ensures a strategic framework in consonance with fulfillment of the objectives of the institution, aligning its developmental growth with its financial requirements. The College plans and accumulates the right amount of funds by collecting inputs and requirements from departments through their Plan of Action at the beginning of the Academic Year.

The College conducts internal and external financial audits regularly. The college has a two-tier financial audit system. An effective financial management system is in place and is helping the institution in overall growth. The financial planning and budgeting and review is undertaken in periodic intervals through the Statutory body namely the Finance Committee headed by

Principal as the Chairperson, Controller of Examinations , Two senior most faculty nominated by the Principal and the office Superintendent. Committee meets atleast twice a year are more if the situation demands to review the expenditure for the previous financial year and plan and propose the budget for the ensuing year.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	**No File Uploaded**

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

:.Maharajah's college (Autonomous) is established for the purpose of uplift ment of backward students through imparting education and it is a non-profit organization. The funds collected are utilized for the benefit of students and staff salaries. Fees structure is designed strictly as per the guidelines of the parent university. During the preparation of annual budget all the heads of the departments are requested to submit their proposed expenditure details for the development of the departments, laboratories, library, extension activities, co-curricular activities etc. Accordingly allocation of funds is done with optimum utilization. The College Finance Committee constituted as per the UGC guidelines meets regularly and prepares strategy for resource mobilization with the consent of the Management. The Management decides the fee structure for the programmes offered by the college under self finance scheme following the guidelines laid down by the affiliating

University. UGC staff salary is disbursed through CFMS by the Commisionerate of Collegiate Education, Government of Andhra Pradesh. The salaries of the self financed staff are paid by the College with the matching grants received from the Management. State Government Scholarships through the Department of Social welfare are reimbursed to the students. Regularly and timely submission of utilization certificates and request for release of next installment of grants for UGC funding after submission of progress report is done.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

In the pursuance for quality assurance, quality up-gradation, assessment and accreditation, and institutionalization the college has established the Internal Quality Assurance Cell on 23rd Oct. 2009. The Internal Quality Assurance Cell constantly reviews the strategies and processess in practice in order to sustain and improve quality among the faculty members. Since the establishment IQAC has become instrumental in suggesting a number of quality improvement measures in the college.

.Besides these IQAC has taken the following initiatives for the institutionalization of the quality culture in the college;

1.Preparation of Perspective Plan

2.Preparation of Academic Calendar and Formation of College Level Committees.

3.Timely Submission of AQAR To NAAC.

4.Timely data submission to AISHE annually.

5.Timely data submisiion to NIRF Rankings annually.

6.IQAC validates the API scores obtained through the self assessment of the Teachers before the submission to Commisionerate of Collegiate Education,Government of Andhra Pradesh

7.IQAC Conducts annual Academic and Administrative Audit by associating the Committee constituted by the Commisionerate of Collegiate Education,Government of Andhra Pradesh

8.IQAC looks in to the Collection And Analysis Of Feedback From All The Stakeholders.

9.IQAC plays an important role in inculcating research culture in the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The Maharajah's College (Autonomous) through its IQAC continuously strives for theaugmentation of the post accreditation quality of the institution. Its systematic strategic planning at the beginning of each academic year is designed after taking suggestions from all thestake holders to bring quality measures into pedagogic processes and other academic activities of the institution. IQAC has benchmarked the various aspects of the institution like Student Intake , Matching Expectations at entry level with exit level, Teaching Methodologies, Placement Assistance , Remedial Coaching, Feedback analysis, Result Analysis, Achievements of students, Infrastructure quality and Distinguished Alumnae. Teaching, learning and evaluation is strengthened by conducting bridge courses, peer and collaborative learning initiatives, remedial coaching classes for academically weak students to improve their academics. The faculty of the College are encouraged to utilize the modern ICT tools such as Smart classrooms, Power Point Presentations, Video Streaming, Audio components etc., for effective classroom teaching. Internships, projects, assignments and presentations are made mandatory as part of the courses in order to motivate the students to gain practical knowledge and

to hone necessary skills which are required for their profession/career. In the course of reviewing the teaching-learning outcomes, the College identifies and implements the following initiatives.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://www.mracollegevzm.com/iqac.php?dept=IQAC

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	C. Any 2 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	http://www.mracollegevzm.com/iqac.php?dept=IQAC
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	**No File Uploaded**

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

Our Institution believes in "Education that is gender sensitive, to benefit both boys and girls. Gender awareness requires not only the intellectual effort but also sensitivity and open-mindedness. As gender sensitization is inter linked with women

empowerment. Our institution is providing facilities for (a) Safety and security (b) Counseling (c) Common room for all the students.

(a) Safety and security : In our college there is surveillance security system (CCTV) 24 x 7.There are security people out sourced at the gates both in the campus and hostels in shifts 24 x 7. All the students are issued identity cards with their photos and uniform is a must to enter into the campus.

(b) Counseling : With the collaboration of Inner wheel club members, self defense classes, sensitization campaigns etc. are conducted. We make our girl students realize their worth in every way and as courage than to demand for gender equality and justice both at home and in the work place by arranging lectures every week by women empowerment cell.

(c) The common rooms are available for the girls students and boy students separately. Incinerators are fixed in girl waiting hall and girl hostel. Wash rooms are provided separately for girls and woman staff members

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	http://www.mracollegevzm.com/iqac.php?dept=IQAC

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	D. Any 1of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

M. R. Campus College campus for Solid Waste management we are using vermicomposting . Here composting using a specific species of worms to breakdown waste compost is adopted. Compost is ready in 3 to 4 months and compost is removed in stages as the worms process it. This is produced in a vermin tank or vermin in bed and this is more efficient than normal composting and produces richer compost. Paper recycling and plastic recycling is done through an agency Sanjana traders, Vizianagaram which sends the material to Vamsadhara paper mills , madapam , Srikakulam . Waste water from the RO plant are collected into recharged well near by. Cleaned egg shells from the canteen kitchen an hostel kitchen are collected , dried up and are used as manure for the green plants in the campus and in the hostels.

A lot of time and effort has been invested in attracting student's attention towards the problem of waste management and making them conscious of their civic responsibilities and role in proper management of waste both within and outside the college. Students are encouraged to use bins not just for waste produced within the college but also for e-waste and plastic waste collected from their homes. Slogan writing competitions on waste management was organized and also poster making to represent their ideas about waste management was organized. Many items out of waste were created by commerce students for selling on earn-while-you learn theme. More than 90% of students know about waste management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
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	C. Any 2 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
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**	**E. None of the above**

File Description	Documents
Geotagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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**	**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	**C. Any 2 of the above**

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	**No File Uploaded**
Details of the software procured for providing assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

1. Space constraint for enhancing infrastructure in the existing campus without disturbing the heritage look.

2. Rising operating cost burden on the College.

3. Shaping the students from the weaker socio-economic and rural background as skilled personalities.

4. Lack of Government support for salaries of Faculty working with self-financed programs.

5. To utilize the available funds and fulfill the maximum needs.

6. To satisfy the growing demand for new courses in the limited space.

7. To strengthen the interface between the College and various industries and entrepreneurs.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded

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

Constitution day:

Constitution Day is celebrated on 26th November every year. The programme initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens. Students are encouraged to participate in activities like essay competition on the related themes. viz. 'Economic Thoughts of Dr. B. R. Ambedkar'.

Celebration of National Days

Every year Institute celebrates Republic Dayand Independence day on January 26, May 01 and August 15 respectively. The celebration is attended by Students, Teaching and Non-teaching Staff, Invitees, guests and any attendees. Flag hosting with National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the programme.

Blood Donation

Every year institute organizes blood donation camp in

association with District Civil District General Hospital and/or Rotary Club. The students are sensitized on the importance of the activity and are encouraged to participate in saving the life of citizens of India.

Road Safety Rally

The students are encouraged to participate in the activities of spreading the awareness among citizens on social issues like road safety.

Cleanliness/Plantation drive

Students consistently and regularly participate in the cleaning activities on the several occasions including Mahatma Gandhi Jayanti on October 02, every year. Moreover, students are encouraged for active participation in the plantation.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
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 sensitization 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 Annual awareness programmes on the Code of Conduct are organized** | E. None 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 programmes, etc. in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Maharajah's College (Autonomous) celebrates national festivals and organizes birth / death anniversaries of Great Indian personalities in a befitting manner. The NCC cadets and NSS units celebrate the Independence day , Republic Day with NCC parade , singing songs etc in a grand manner. Patriotic address by the principal every year motivates the students to opt their career into armed services to serve the nation. National Teachers day is celebrated to honor teachers on the eve of birth day of renowned academician Bharatharatna Sarvepalli Radhakrishnan. Gandhi Jayanthi , Swami Vivekananda Jayanthi, Bharatharatna APJ Abdul KalamJayanthi are observed by organizing essay writing competitions, debates, songs etc.

National Voters day is celebrated to encourage, facilitate and maximize the enrollment of new voters. National women's day , National Girls Child Day , Mother's day are celebrated by Women Empowerment Cell by organizing health camps for the problems related to adolescent girls , legal awareness programmes, Self Protection Training and other related issues of women.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	**No File Uploaded**
Geotagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

1. Title of practice: NATIONAL SERVICE SCHEME - "NOT ME BUT YOU

NSS is not a programme but it is a process. As values cannot be imbibed overnight, yet, they are nourished and nurtured continuously through committed students irrespective of their gender. The growing concern over the erosion of essential values and an increasing cynicism in society has brought to focus the need for readjustment in curriculum in order to make education a forceful tool for the cultivation of social and moral values.

2. MEASURES FOR THE BENEFIT OF MARGINALIZED SECTIONS

Bring learning to the door-step of all social and economic parities without bar.

3.AYURVEDIC MEDICINAL PLANT GARDEN:

I).To acquire the intimate knowledge of plants and their uses.

II).To popularize the usefulness of commonly available and frequently used herbal plants and to conserve the associated traditional knowledge.

III).To understand the economical and medicinal uses of the plants.

File Description	Documents
Best practices in the Institutional website	http://www.mracollegevzm.com/nss.php?dept=nss
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

When the institution was founded it was established with an intention to serve the down trodden sections of the Society. In the olden era this College was one among the few colleges in this area and this was said to be the only College having research facilities on par with the Madras University. Those days were times when Indian independence struggle was at it is height and also there was the influence of the flood of knowledge inundating the world. Bengal already was at the head of the movement and people were developing interest in English education . Added to this was the ignorance and superstitions among the people of this area.

The College as an Autonomous College gives stress to improving understanding , application , analytical and creative skills by organizing class room seminars, assigning projects, encouraging them to participate in Essay writings, Elocutions, Book reviews etc. Students actively participate in all these activities. There is also a course by name "Human Values and Professional Ethics " which seeks to create an awareness of ethical and moral values to be worthy members of the society . On the occasion of important national festivals and other important occasions, Guest lectures by eminent people and scholars are arranged to make students spiritually inspired. They are groomed into a socially aware and responsible beings by also organizing competitions on the occasions for the students.

File Description	Documents
Appropriate link in the institutional website	http://www.mracollegevzm.com/about.php
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The College IQAC has identified the broad objectives which the College should strive to achieve during this period, which are enumerated as under

To create an enabling environment for holistic development of Students, Faculty and Support Staff;

To facilitate continuous upgradation and updation of Knowledge & Use of Technology, by Faculty and Students;

To fulfil its Social Obligations, in the manner of providing formal & informal education, dissemination of Knowledge,

organizing programmes and activities for the benefit of the Community and Other Stakeholders;

1) INSTITUTION

To continuously Innovate, Introduce new courses and remain relevant to the changing needs of the stakeholders;

To Implement suggestions made in the Academic Audit Report by the Audit Team and the Recommendations made by the NAAC Re-Accreditation Committee, during the third cycle of NAAC

2) INFRASTRUCTUR

To Implement Structural Repairs to Building and Electrical Repairs, on the basis of Structural Audit, carried out by the Management;

3) ADMINISTRATION

To make available all Information online on the College web-site relating to Admission, Examinations, Courses, Rules, Committees, Attendance, Activities, Programmes, Seminars, Workshops, Extension Activities, & Others;

To support various Staff Benefit and Welfare measures.

4) FACULTY

To facilitate a Research Environment in the College, which encourages Faculty and Students to undertake Research;

To encourage faculty to Organise Faculty Improvement Programmes, National and International Conferences;

5) OTHER INITIATIVES

To Introduce Job-oriented and Skill based courses;

To give additional thrust to Campus Placements Initiatives;