

## The Annual Quality Assurance Report (AQAR) of the IQAC

|   |                |
|---|----------------|
| Name of the Institution                         | Year of Report |
| Government City College, Hyderabad (Autonomous) | 2008-09 .      |

**Part A:** What is the plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and what is the outcome by the end of the year)

### Plan of action - 2008-09

#### Quality Enhancement:

1. Continuation of Autonomy activities.
  - a. Pattern of Question paper and introducing few chapters to the common core syllabus in five departments.
  - b. Strengthening the Jawahar Knowledge Centre that enhances the job opportunities. To have a target of at least 150 students for placement.
  - c. Project work programme made compulsory to imbibe the spirit of research attitude among the students
  - d. Communication skills special programmes
  - e. Wide variety of programmes curricular and Co-curricular are arranged. Field trips, educational tours and visits to historical sites are conducted to enhance the quality of learning.
  - f. Training for bank jobs and training in tally software.
  - g. Fourteen extension Lectures and two workshops are held to strengthen the academic programme.
2. **Student centric Activities:**
  - To suit the communication requirement of the students, the Department of English has conducted extension lectures on "New English and Emerging Trends in English Language Teaching, The Art of Speaking English and Winning over the world through word power" was organized in an effort to enhance the competitive abilities of the students in facing interviews and securing placements.
  - The Department of Telugu has celebrated '*Telugu Bhashaa Dinoshavam*' on 29-08-2007. The department arranged a programme on '*Aadhunika Kaalaanugunangaa Telugu Bhashaa – Aadhyanam, Bhoothana*' on the day. The department also organized '*Bhaashaa – Pracheenatha*' during November 2008. The members of the Department attended National Seminar organized by the Department of Telugu, Govt. Degree College for Women, Begumpet and also presented papers during the Seminar. Smt B. Madhubala, in-charge Department of Telugu chaired a session during the Seminar. The members of the

Department have continuously attending several meetings conducted by Telugu University '*Telugu Bhaashaa Praceena Prathipathi*'

- The Department of Commerce has conducted six guest lectures by inviting eminent personalities in the field. Fifteen students are selected for ICICI Bank Certificate Course in "Foundations for Banking Career" training and placement programme organized by ICICI Bank with expert assistance from CCE, Hyderabad. The department also arranged a seminar on Tally by inviting professionals from Tally Academy. The Department actively conducting Tally programme with the assistance of CCE and JKC. Two batches of fifty students were completed.
- During the year 2008-09 about 274 students have been given training through the JKC. Apart from this for the first time in the history of Collegiate Education, Andhra Pradesh Accounting Executive Course training has been started to train the students of Arts and Commerce in employable skills. Tally software has been made available to the students. The Jawahar Knowledge Centre has provided an excellent platform for this course. Our students are greatly benefited through this. Mr. Daniel Silvanus, the JKC Coordinator and the Accounting Executive Course Organizer Mr. B. Girija Shankar Rao have been taking care of the Tally Training Programme on the campus. First batch of 50 students got recently concluded successfully.
- Training programmes on Soft Skills by the corporate trainers arranged. Student friendly programmes to improve their spoken skills and written skills are arranged.
- Compulsory computer awareness certificate courses for all to enable them become competent in using internet facility.
- Creating opportunities within the college on a regular basis to prepare the bright ones for doing project works and disadvantaged ones remedial classes.

### **3. Programmes for Members of Staff:**

- a. Members of staff are drafted for counselling and verification work whenever proposals for opening new private colleges are submitted at State Council of Higher Education Department, Hyderabad.
- b. six seminars for enhancing the subject quality and re-orientation is conducted by the college by various departments.
- c. Teachers are encouraged to participate actively in various academic activities either on the campus or outside the campus.
- d.** Computer training is provided to all the members of staff to encourage them to put internet browsing to its fullest use.

## Outcome

1. satisfactory completion of the academic activities
  2. subject enhancement activities in curriculum
  3. various extension Lectures and workshops/seminars are
- The Department of Hindi celebrated the '*Premchand Jayanthi*' on 30-07-2008. The Department has organized an extension lecture by inviting Prof Durgesh Nandini, Department of Hindi, Osmania University, Hyderabad. The Department has also organized a National Seminar on 05-09-2008 on '*Uttar Chayawad aur Dr Harivrsh Rai Bacchan*'. Dr Amar Jyothi Jaiswal, In-charge Department of Hindi guided Ph.D students as Research Supervisor. She has presented a paper in the National Seminar organized by Milind Publishers and chaired National Seminar organized by Adhoni College of Arts & Commerce on 13-09-2008. She has been the Resource Person in various other seminars organized by various colleges under UGC guidelines. She has published articles in '*Shankalyand Bhakti Saahitya – Manaveeys Mulya*' published by Mrs Sarojini. She is also a member of BOS, RBVRR Women's College.
  - The Department of Urdu organized extension lectures and seminars and conducted essay writing, elocution and quiz competitions.
  - The Department of Arabic conducted QIRAT and NAAT-E-SHAREEF competitions in connection with Annual Day Celebrations. A large number of students from all sections participated. Dr Nahri, In-charge Department attended Refresher-cum-orientation Programme during August 2008.
  - The Department of Sanskrit conducted a one-day workshop on 26-08-2008 on 'Changed curriculum text book'. Prof P. Sreeramachandrudu, eminent Sanskrit Scholar, Prof Ch. P. Saryanarayana, Director, Sanskrit University, Tirupathi delivered lectures during the workshop. More than sixty lecturers and one hundred students participated in the workshop. Two guest lectures were conducted during this academic year. Prof Ramans on 'Yoga and Upayoga' G.M. Ramulu on 'The Use of Sanskrit Literature for the Modern Society' delivered extension lectures. Dr J. Nageswara Rao, In-charge Department of Sanskrit attended two national seminars and submitted papers in the seminars. Dr J. Nageswar Rao is sanctioned a minor research project by the UGC during this year. Further Dr J. Nageswar Rao is a Member of Syllabus Revision Committee appointed by APSICHE, Hyderabad and Member, Board of Studies, Department of Sanskrit, Osmania University, Hyderabad.
  - The Department of History organized two extension lectures on 23-07-2008 and 13-08-2008 on 'Historical Perspective – Domestic & International Tourism' and 'National Monuments & Important

Events' respectively. Dr Sridhar Reddy, Manger Tulip Travels and Prof M. Venkateswar Rao, Chairman BOS, Department of History, Osmania University, Hyderabad delivered extension lectures on the above topics.

- The Department of Political Science organized extension lectures and seminars and conducted essay writing, elocution and quiz competitions.
- The Department of Public Administration conducted an extension lecture on 24-07-2008 by inviting Dr P. Mohan Rao, on the topic 'Administrative Setup at State level and functioning of Office Manager' on 25-02-2008. The Department also organized extension lecture on 'FORMS' on 16-09-2008 by inviting Prof. Shivaji. Two more extension lectures on 'Filling System' and 'Employee Welfare Programmes' were organized by the Department by inviting Prof. G. Sivarama Sharma. The Department organized add-on courses in Journalism and Mass Communication and organized the field visits in practical training in Office Management.
- The Department of Commerce has conducted six guest lectures by inviting eminent personalities in the field. Fifteen students are selected for ICICI Bank Certificate Course in "Foundations for Banking Career" training and placement programme organized by ICICI Bank with expert assistance from CCE, Hyderabad. The department also arranged a seminar on Tally by inviting professionals from Tally Academy. The Department actively conducting Tally programme with the assistance of CCE and JKC. Two batches of fifty students were completed so far. The Department also organizes Consumer Awareness Programme. The Department of Commerce and Tourism conducted World Tourism Week from 22<sup>nd</sup> September to 27<sup>th</sup> September 2008 on the eve of World Tourism Day Celebrations. During the week the Department conducted various inter collegiate literary and cultural competitions like essay writing, elocution, songs, quiz, slide show, photography. Nearly four hundred students from various government and private colleges were actively participated and won prizes. Prof Purushotham, Dean, Department of Commerce, Prof V. Kishan Rao, BOS, Ancient History and Culture and Dr Jitendra Daas, Superintendent, Archaeologist ASI, addressed the gathering during the Valedictory session. The Department of Tourism also organized two field visits to Golconda and Museums in city. Sri P. Satyanarayana, In-charge Department of Tourism & Travel Management and Sri B. Venkateswarlu, Faculty, Department of Tourism participated in International Conference and Fair conducted by Pacific Asia Travel Mart at Hyderabad International Convention Centre. The students of Tourism took active part as volunteers in Travel & Tourism Fair at Necklace Road and International and Indian Travel Mart at KVB Stadium,

Hyderabad. The students and staff participated PATA (Pacific Air Travel Association) and Tourism Fair at Necklace Road, Hyderabad. The Department of Commerce conducted three career-oriented courses under UGC in Taxation, Insurance, Advertising and Salesmanship. One hundred and fifty (150) students were benefited by these activities during this year.

- The Department of Physics has conducted seminars, extension lectures, and remedial course for the benefit of the students. The Department is organizing counselling and motivating programmes to inculcate interest in Physics among the students. Many students are doing project work under the guidance of faculty members of the Department of Physics. Two guest lectures were conducted during this year. A one-day workshop on 'Semi Conductor Technology'.
- The Department of Chemistry organized extension lectures and seminars. An extension lecture conducted on 'NMR Spectra' by inviting Prof K.C. Rajanna. Two extension lectures and one-day workshop on 'Trends in Nanotechnology' on 22-09-2008 was organized by the Department, in which Prof. K. Sai Prakash, Emeritus Scientist CSIR, Birla Science Centre, Adarshanagar Hyderabad-500 004.
- Dr. M.R.Somayajulu, Scientist F HEMRL, DRDO Min of Defence Sutarwadi, Pune Dr.N.Madhusudhan Rao, Scientist F CCMB, Tarnaka Hyderabad Kum Shradha Vyas, Department Of Biochemistry acted as Resource Persons. Forty lecturers and one hundred and twenty students participated in the workshop. Dr Y. Rajeshwar Rao have been awarded Major Research Project by UGC, New Delhi during this year on the topic entitled 'Catalytic Production of Biodiesel – Search for new Catalysts and Vegetable Oil Sources for the Transesterification Reactions'.
- The Department of Mathematics conducted seminars and extension lectures for the welfare of the students. The Birth Day of Srinivasa Ramanujam was celebrated by the department in which more than hundred students from various colleges of twin cities participated. A seminar on 'Mathematica' was organized by the Department by inviting experts from Sierra Atlanta, USA. Dr L. Nagarajan, In-charge Department of Mathematics delivered lectures on 'Applications of Mathematics' in four colleges.
- The Department of Microbiology organized the Project on Vermicompost for third year students in B.Sc on 13-08-2008. An extension lecture on 'Diagnostic Microbiology' on 06-01-2009 was conducted in which Dr K. Amarendra Reddy, Deputy Director, IPM addressed the participants. One more extension lecture on 'Nitrogen Fixation' was organized on 20-08-2008 in which Prof S. Gangadhar Rao delivered a lecture on the topic. The Department also organized a job-training programme by organizing a field trip

to Institute of Preventive Medicine, Narayanaguda during summer vacation 2008. The Department organizes add-on course every year under the guidance of UGC.

- The Department of Botany organized an extension lecture on 'Bio-fertilizers' on 25-08-2008 by inviting Prof B. Bhadraiah. Prof S. Gangadhar Rao delivered an extension lecture on 'Nitrogen Metabolism' on 26-08-2008. The Department also organized a one-day workshop on 'Techniques in Micology and Plant Pathology' for UG lecturers on 08-09-2008. More than thirty lecturers and seventy five students participated in the programme. Dr S. Varalaxmi, In-charge Department of Botany is very active in attending various workshops and seminars. She participated in the National Seminar organized by Vanitha Maha Vidyalaya and participated in the one-day workshop conducted by CCE, Hyderabad on Medical Lab Technology. Dr S. Varalaxmi is awarded a Minor Research Project by UGC.
- The Department of Zoology organized a one-day workshop on 'Environmental Sciences and Sustainable Development' on 25-08-2008. Prof Nagaraja Rao, Prof Masood Hussaini, Prof Jitendra Naik delivered a lecture during the one-day workshop in which twenty four lectures and seventy two students were benefited. The Department organized four extension lectures on 'Uses of Computers in Biological Science' 'Uses of Bio-pesticides in Agriculture, Diabetes mellitus – causes of symptoms and Psychotherapy'. Prof Mohan Rao, HOD, NB Science College, Dr Mangala Devi, Principal Scientist, Director of Oil Seeds, Sri Shankaraiah gave the extension lectures in which many students and the teaching community were benefited.
- The Department of Biotechnology organized an extension lecture during the month of September on 'The Use of Molecular Markers for Identification of Rice Crops'. Dr Neeraja, Senior Scientist, Directorate of Rice Research, Hyderabad addressed the audience. During the month of January 2009 an extension on 'Embryonic Stem Cells – Their role in Treatment of diseases' was organized in which Dr V. Vishwakranthi Kumar, MBBS, MD General Medicine addressed the student gathering. Ms M. Prasanna Sheela, Department of Biotechnolog, Nizam College gave an extension lecture on 'Genome Organisation' and Zeinab Ravesh, Research Associate, CCMB, Hyderabad delivered a lecture on 'Molecular Techniques, FISH (Fluorescent Institute of Hybridisation)'. The Department also conducted the add-on course 'Techniques in Molecular Biology' during this year in which forty students were benefited.
- The Department of Computer Science organized an extension lecture by Mr P.S. Prasad, IT Manager, CMC Ltd. He gave a talk on "Emerging Software Development Trends". The Department

conducted Certificate Courses and Career-oriented courses in Computers for thirty students during this year. The Department also trained the faculty of City College in Computer Awareness.

- The Department of Economics organized an extension lecture by inviting Sri Ch V. Sai Prasad, Senior Audit Officer, AG Office on 'Impact of New Economic Reforms' on 22-08-2008. Further an extension lecture on 'SEZs Impact on Society' was organized by the Department of Economics on 09-09-2008 in which Prof T.L.N. Swamy, Professor in Economics, Director Foreign Relation Office addressed the gathering in which various lectures and students of twin cities participated

## **Part B**

### 1. Activities reflecting the goals and objectives of the Institution:

- In tune with the up keeping of the set goals and objectives of the Institution, the autonomy provided to it has been successfully put to use without changing the fee structure.
- Twenty seven extension Lectures and four workshops/seminars arranged.
- one Research allocated by UGC and completed by five staff members.
- Fifty two projects were completed by students at the end of sixth semester.
- The nine career oriented Courses are completed and certificates issued.
- All the Computers were given internet connection to be more useful a tool in the activity of learning.
- To encourage the economically disadvantaged lot, scholarships were made available and twenty Gold medals were also awarded to the meritorious students.
- To fortify the development process of the learner various interactive sessions were arranged and guest lectures were given by the eminent persons covering literary as well as cultural issues. The dictum, 'think globally and act locally' coined by our beloved Commissioner, Collegiate Education, A.P. Hyderabad was practically implemented through various programmes on and off campus.
- College garden gets spruced up regularly by the NSS Volunteers and NCC Cadets. It is a novel experience to one and all on the campus to be involved in such activities.
- With the intention of establishing high moral standards, spirit of integrity, cordial human relations, noble-minded

service to the suffering, etc among the students programmes like AIDS Awareness, Blood Donation Camps, participation in mobilising PULSE POLIO PROGRAMMES, Prevention of cruelty towards the animals, Checking the environmental pollution, NCC, NSS camps were conducted. The learners' active participation was remarkable.

- Dr.varalaxmi,reader in Botany has been awarded Best Teacher award by Government of Andhra Pradesh on Teachers Day.

## 2. New Academic Programmes initiated(UG and PG):

University Grants Commission has sanctioned seventeen lakhs of rupees to the college for starting add-on courses in:

1. Translation Studies.
2. Travel Agency and Tour Operations.
3. Journalism and mass Communication.
4. Techniques in Molecular Biology.
5. Quality Control.
6. PC Software and Web Programming.
7. Insurance.
8. Advertising and sales Promotion.
9. Taxation.
10. computer training to all the students

## 3. Innovations in curricular design and transactions:

The department of Telugu,Hindi,Tourism,Office management ,mathematics,Physics, Chemistry, Botany, Commerce,Public Administration,History,English have changed syllabus adding certain topics . With the status of Autonomy, all the departments have started exercising their full freedom in either recasting the curriculum inputs or adding new programmes to the existing ones after due evaluation in order to suit to the latest demands in the field of academics and profession.

## 4. Inter-disciplinary programmes started:

Several add on courses were introduced to strengthen the inter-disciplinary learning mechanism. The proposals for such programmes have been approved by the UGC, and the University. The add-on courses are proving to be very useful to the learners. Such learning is bound to fetch decent positions in life.



5. Examination reforms implemented:
- Timely announcement of semester results in the presence of the Controller of examinations, osmania university.
  - Conduct of internal assessments
  - Conduct of project work and award of grades through experts from outside the college.
  - Announcement of results through the college website.
6. Number of Candidates qualified: NET/SLET:  
NIL
7. Total number of seminars/workshops conducted:  
Seminar 02 , workshops 02 ,Extension Lectures 27
8. Research Projects:
- a. Newly implemented:
- Students 52  
Minor Research – 01  
Major Research ongoing - 01
- b. Completed: 05
9. Patents generated if any:  
Nil
10. New collaborative research programmes:  
Nil
11. Total research grants received from various agencies:
12. Number of Research Scholars:  
four teachers are doing Phd Partime.
13. Citation index of faculty members and impact factors: NIL
14. Honours/Awards to the faculty:  
One Lecturer –Dr.Varalaxmi, lecturer in Botany –Best Teacher awarded by Government of AP.

15. Internal resources generated: Rs 2,23,000/=

16. Details of departments getting SAP, COSIST/DST,FIST, etc., assistance/recognition:  
NIL

17. Community Services:

The college has two NSS Units. The NSS Unit-I have organized an NSS Camp at Kuntloor village between 05-01-2009 and 11-01-2009 under the supervision of Mr Girija Shanker Rao. The NSS Unit-II also organized an NSS Camp for science student at Kuntollor village from 05-01-2009 to 11-01-2009 under the supervision of Dr J. Narender Reddy, with financial assistance from Osmania University, Hyderabad.

Our College NCC Unit is one of the vibrant units in the State. Our cadets excelled in various activities during the year 2008-09. Four cadets participated in the local Independence Day Camp. Two cadets participated in the National Integration Camp at Visakhapatnam. Seven NCC cadets participated in the Advanced Leadership Camp at Aurangabad and four NCC cadets participated in the local Republic Day Camp. Mr T. Sreedhar participated in the All India Senior Camp at Delhi. The NCC cadets of our college secured first prize at A.P. level during LRD camps. Mr K. Prabhaker Reddy and Mr B. Ravi won first prize in Tug of War competition. The NCC cadets were awarded medals in Drill, Volleyball, Shooting during the camps. The cadets of NCC also won prizes in Cultural Programmes at various levels.

The Consumer Club of our College is very active in participating in various competitions. The College celebrated National Consumer Day on 24-12-2008. The students of our College secured eight cash prizes amounting to Rs. 15,000/- from Department of Consumer Affairs, Govt. of Andhra Pradesh. Out of ten final participants in Andhra Pradesh, eight of our students won the prize. The Consumer Club also under the guidance of Sri P. Satyanarayana, In-charge, Tourism & Travel Management conducted various Consumer Awareness Programmes and one of which was on Right to Information by inviting Sri Mohana Krishnaiah Garu, Retired Judge and Registrar of Right to Information Commissioner, Hyderabad.

18. Number of teachers and officers newly recruited: 26 Guest Lecturers.

19. Teaching-Non-teaching staff ratio:

2:1.

20. Improvement in the library services:

Computerization of the Library is completed using SOUL software.  
New books are added in the Conventional and Self financed Courses.

Number of books/journals subscribed and their value:

Books - Rs 21,000/=  
Journals - Rs 6,000/=

Number of books purchased 2007-08 : 54

Number of journals purchased 2007-08 12

21. Number of courses for which student assessment of teachers is introduced and the action taken on student feedback:

The student feedback is taken for all the subjects . the feedback obtained is discussed with the teaching staff for necessary improvement.

22. Unit cost of education:

Rs.13,200/=

23. Computerization of administration and the process of admissions and examination results, issue of certificates:

Website is regularly updated and all the details of the College are put in the website. Salary claim, Salary Certificates, Scholarships, General correspondence, Admissions, Examinations, Issue of Certificates are fully computerised. Announcement of Results are made through internet

24. Increase in the infrastructural facilities:

The following equipments and furniture are purchased.

- Putting black top ,to prevent leaking in all the labs.
- Laying of internal roads at the cost of 7 lakhs.
- Laminating the lab tables.
- Electrical Rewiring of all the labs and other areas in the college
- Providing extra lighting facility in all the labs.

25. Technology up-gradation:

The following up-gradation is done on technology,improved and updated to the existing software.

- Software developed for Employee management system
- Software for student management system.
- Software for student support management system
- Up-gradation of software for examinations
- Regular update of the website.

26. Computer and internet access and training to teachers and students.

- The teaching and non teaching staff are trained in MS word and usage of internet and preparation of power point .
- Typing tutor training to all students.
- Computer fundamental training to all the students

27. Financial Aid to students:

The following scholarships are available to students.

1. National Merit Scholarships.
2. Beedi Scholarships.
3. Non Hindi Speaking Scholarships.
4. Physically Handicapped Scholarships.
5. Listed Backward Classes Scholarships.
6. Eligible Minority Scholarships.
7. SC/ST Scholarships.
8. UGC Scholarship for the only female child pursuing PG in conventional course.
9. Central Wakf Board Development
10. students aid fund.

28. Activities and support from the Alumni Association:

The Alumni Association (City College Old Boys' Association, City College Alumni Association (CCAA) have been extending their active support to the Institution in several ways. The members of the Association are always ready to provide support to improve the infrastructure of the Institution. The Association has made a provision to award the meritorious with gold medals. Very often, the association participates in activities related to social problems like AIDS Awareness, etc.,

29. Activities and support from the Parent-Teacher Association:

The College Planning and Development Council has its members from various walks of life, and three of the members are from Parents Association. Biannual meetings are regularly held on the campus to review various programmes like attendance, performance and progress of the students.

30. Health Services:

There is a central health centre on the campus and the departments of Microbiology and Biotechnology conduct periodical health check programmes for the wards during every academic year.

### 31. Incentives to outstanding sports persons:

Students excelling in various sports and games are identified and permitted to undergo vigorous training under the supervision of the experts at Osmania University, Hyderabad for furtherance of the activities. Gold medals are distributed on College day to all the meritorious students.

### 32. Student achievements and awards:

Our College NCC Unit is one of the vibrant units in the State. Our cadets excelled in various activities during the year 2008-09. Four cadets participated in the local Independence Day Camp. Two cadets participated in the National Integration Camp at Visakhapatnam. Seven NCC cadets participated in the Advanced Leadership Camp at Aurangabad and four NCC cadets participated in the local Republic Day Camp. Mr T. Sreedhar participated in the All India Senior Camp at Delhi. The NCC cadets of our college secured first prize at A.P. level during LRD camps. Mr K. Prabhaker Reddy and Mr B. Ravi won first prize in Tug of War competition. The NCC cadets were awarded medals in Drill, Volleyball, Shooting during the camps. The cadets of NCC also won prizes in Cultural Programmes at various levels.

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| SI No | Name of the candidate | Company in which placed       |
|-------|-----------------------|-------------------------------|
| 1.    | NAGALAXMI             | INFOSYS                       |
| 2.    | 20 STUDENTS           | TELECOM SERVIZOL              |
| 3.    | 22 STUDENTS           | APEX TECHNOLOGY SOLUTIONS     |
| 4.    | 6 STUDENTS            | MAHENDRA & MAHENDRA SOLUTIONS |
| 5.    | 25 STUDENTS           | EUREKA FORBES                 |
| 6.    | 20 STUDENTS           | ICICI PRUDENTIAL              |
| 7.    | Wiquar Ahmed          | WIFRO                         |

|     |                    |                 |
|-----|--------------------|-----------------|
| 8.  | Rajesh Khanna      | Bank of America |
| 9.  | Preeti             | Bank of America |
| 10. | Jitendar           | Dr. Reddy's Lab |
| 11. | Mohan              | Dr. Reddy's Lab |
| 12. | PREETI             | BANK OF AMERICA |
| 13. | JITENDAR           | DR. REDDY'S LAB |
| 14. | Y. MOHAN           | DR. REDDY'S LAB |
| 15. | MD AZIZ UR REHMAN  | DR. REDDY'S LAB |
| 16. | M. GOPI PRASAD     | DR. REDDY'S LAB |
| 17. | S. GOPINATHA REDDY | DR. REDDY'S LAB |
| 18. | Y. PRABHAKAR       | DR. REDDY'S LAB |
| 19. | B. PAVAN KUMAR     | DR. REDDY'S LAB |
| 20. | NAVNEETHA          | PRO MANTRA LABS |
| 21. | THABASSUM          | BANK OF AMERICA |

### 33. Activities of the Guidance and Counselling unit:

The Guidance and Counselling units on the campus work effectively looking into various grievances brought forth to the notice. Students are constantly kept under the watchful eye of the counsellors and timely advice is given without fail. Reports are made and forwarded to the respective convenors of the Guidance Cell and Counselling Cells. Redress measures are taken up to establish a healthy and conducive learning atmosphere on the campus.

### 34. Placement Services provided to the students:

With the advent of the Jawahar Knowledge Centre, the institution is able to provide an effective channel for the students to prepare themselves with employable skills. IT and Non IT Sector Companies are constantly making efforts to tap the potentially capable students (fresh) through MOU reached with the Commissioner, Collegiate Education, Hyderabad. However, the departments of Bio-technology, Tourism and Travel Management send students for on-the-job training to some of the local leading organisations and they are also absorbed in various positions too. The following are the placements.

### 35. Development programme for non-teaching staff:

The following development programmes are carried out during this year

- Computer awareness
- Orientation programme for communication with the students.

### 36. Any other relevant information the institution wishes to add:

Part C: Explain the plans of the Institution for the next year:

- The College is planning to organise more extension lectures, seminars and more workshops in the next academic year.
- Make purchase of more computers ,LCD and make ICT based teaching popular.
- Purchase more computers so that the outdated computers can be replaced.
- The College is making arrangements make use of the Language Lab , JKC, Tourism labs to the maximum in order to train fully the students.
- Improve the infrastructure especially external and construct more class room.



### IQAC

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|---|--|
| Chairperson                               | Sri K.V.L.N.S. Sarma,<br>Principal,<br>Govt. City College,<br>Hyderabad.   |
| Senior Administrative Officer<br>(Member) | Sri R. Sham Sunder,<br>Administrative Officer  |
| Lecturers (Members)                       | Dr S. Varalakshmi,<br>Reader in Botany.<br>Sri Daniel Silvanus,<br>Lecturer in English.<br>Dr J. Narender Reddy,<br>Lecturer in Chemistry. |
| Management                                | Prof. G. Venkata Rajam,<br>Dean, CDC, Osmania University.  |
| Nominee from local society<br>(Member)    | Sri V. Srinivasa Rao,<br>Industrialist & Alumni.   |
| Member-coordinator                        | Dr L. Nagarajan,<br>Reader in Mathematics.   |