NAAC

Institutional Assessment and Accreditation

(Effective from July 2017)

Accreditation - (Cycle: 4)

ST. FRANCIS COLLEGE FOR WOMEN (AUTONOMOUS), Hyderabad, Telangana, 500016

Track ID : TSCOGN10020

AISHE-ID : C-25990

Visit dates : 23 - 02 - 2021 to 24 - 02 - 2021

Grade Sheet

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA

Name of the Institution: ST. FRANCIS COLLEGE FOR WOMEN (AUTONOMOUS)
Type of the Institution: Autonomous colleges
Dates of Visit: 23 - 02 - 2021 to 24 - 02 - 2021

No	Criteria	Weightage (W_i)	Criterion-wise weighted Grade Point ($CrWGP_i$)	Criterion-wise Grade Point Averages ($CrWGP_i / W_i$)
1	Curricular Aspects	150	440	2.93
2	Teaching-learning and Evaluation	300	878	2.93
3	Research, Innovations and Extension	137	420	3.07
4	Infrastructure and Learning Resources	100	366	3.66
5	Student Support and Progression	90	258	2.87
6	Governance, Leadership and Management	100	329	3.29
7	Institutional Values and Best Practices	100	285	2.85
	Total	$\sum_{i=1}^{7}(W_i) = 977$	$\sum_{i=1}^{7}(CrWGP_i) = 2976$	**3.05**

Institutional CGPA $= \sum_{i=1}^{7}(CrWGP_i) / \sum_{i=1}^{7}(W_i) =$ **2976 /977 = 3.05**

Grade: A

NAAC

Name of the Institution: ST. FRANCIS COLLEGE FOR WOMEN (AUTONOMOUS)
Type of the Institution: Autonomous colleges
Dates of Visit: 23 - 02 - 2021 to 24 - 02 - 2021

No	Criteria and Key Indicators	Key Indicator Weightage (W_i)	Key Indicator Wise Weighted Grade Points $(KIWGP)_i$
Criterion 1: Curricular Aspects			
1.1	Curriculum Design and Development	50	160
1.2	Academic Flexibility	40	100
1.3	Curriculum Enrichment	40	110
1.4	Feedback System	20	70
Total		**$\sum W_1$=150**	**$\sum (KIWGP)_1$ =440**
Calculated $CrGPA_1$ = $\sum (KIWGP)_1$ / $\sum W_1$ = 440 /150 = 2.93			
Criterion 2: Teaching-learning and Evaluation			
2.1	Student Enrollment and Profile	20	55
2.2	Catering to Student Diversity	30	100
2.3	Teaching- Learning Process	50	180
2.4	Teacher Profile and Quality	60	90
2.5	Evaluation Process and Reforms	40	125
2.6	Student Performance and Learning Outcomes	50	170
2.7	Student Satisfaction Survey	50	158
Total		**$\sum W_2$=300**	**$\sum (KIWGP)_2$ =878**
Calculated $CrGPA_2$ = $\sum (KIWGP)_2$ / $\sum W_2$ = 878 /300 = 2.93			
Criterion 3: Research, Innovations and Extension			
3.1	Promotion of Research and Facilities	20	56
3.2	Resource Mobilization for Research	10	26
3.3	Innovation Ecosystem	15	56
3.4	Research Publications and Awards	15	24
3.5	Consultancy	7	28
3.6	Extension Activities	50	155
3.7	Collaboration	20	75
Total		**$\sum W_3$=137**	**$\sum (KIWGP)_3$ =420**
Calculated $CrGPA_3$ = $\sum (KIWGP)_3$ / $\sum W_3$ = 420 /137 = 3.07			
Criterion 4: Infrastructure and Learning Resources			
4.1	Physical Facilities	30	115
4.2	Library as a Learning Resource	20	71
4.3	IT Infrastructure	30	110
4.4	Maintenance of Campus	20	70

No	Criteria and Key Indicators	Key Indicator Weightage (W_i)	Key Indicator Wise Weighted Grade Points $(KIWGP)_i$
	Infrastructure		
Total		**$\sum W_4$=100**	**$\sum (KIWGP)_4$ =366**
Calculated $CrGPA_4$ = $\sum (KIWGP)_4$ / $\sum W_4$ = 366 /100 = 3.66			
Criterion 5: Student Support and Progression			
5.1	Student Support	30	85
5.2	Student Progression	20	50
5.3	Student Participation and Activities	30	95
5.4	Alumni Engagement	10	28
Total		**$\sum W_5$=90**	**$\sum (KIWGP)_5$ =258**
Calculated $CrGPA_5$ = $\sum (KIWGP)_5$ / $\sum W_5$ = 258 /90 = 2.87			
Criterion 6: Governance, Leadership and Management			
6.1	Institutional Vision and Leadership	10	30
6.2	Strategy Development and Deployment	10	38
6.3	Faculty Empowerment Strategies	30	96
6.4	Financial Management and Resource Mobilization	20	72
6.5	Internal Quality Assurance System	30	93
Total		**$\sum W_6$=100**	**$\sum (KIWGP)_6$ =329**
Calculated $CrGPA_6$ = $\sum (KIWGP)_6$ / $\sum W_6$ = 329 /100 = 3.29			
Criterion 7: Institutional Values and Best Practices			
7.1	Institutional Values and Social Responsibilities	50	135
7.2	Best Practices	30	90
7.3	Institutional Distinctiveness	20	60
Total		**$\sum W_7$=100**	**$\sum (KIWGP)_7$ =285**
Calculated $CrGPA_7$ = $\sum (KIWGP)_7$ / $\sum W_7$ = 285 /100 = 2.85			
Grand Total		**977**	**2976**

Institutional CGPA = $\sum_{i=1}^{7} (CrWGP_i) / \sum_{i=1}^{7} (W_i)$ = **2976 /977 = 3.05**

NAAC

Institutional Assessment and Accreditation

(Effective from July 2017)

Accreditation - (Cycle: 4)

ST. FRANCIS COLLEGE FOR WOMEN (AUTONOMOUS), Hyderabad, Telangana, 500016

Track ID : TSCOGN10020

AISHE-ID : C-25990

Peer Team Metric wise Score Report



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA

1.Curricular Aspects

1.1 Curriculum Design and Development

Metric ID	Metrics	Score
1.1.1	Curricula developed /adopted have relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all the program offered by the Institution	4

1.3 Curriculum Enrichment

Metric ID	Metrics	Score
1.3.1	Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	3

2.Teaching-learning and Evaluation

2.2 Catering to Student Diversity

Metric ID	Metrics	Score
2.2.1	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners	4

2.3 Teaching- Learning Process

Metric ID	Metrics	Score
2.3.1	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences	3
2.3.4	Preparation and adherence to Academic Calendar and Teaching plans by the institution	4

2.5 Evaluation Process and Reforms

Metric ID	Metrics	Score
2.5.4	Positive impact of reforms on the examination procedures and processes including IT integration and continuous internal assessment on the examination management system	4

2.6 Student Performance and Learning Outcomes

Metric ID	Metrics	Score
2.6.1	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students	3
2.6.2	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution	3

3.Research, Innovations and Extension

3.3 Innovation Ecosystem

Metric ID	Metrics	Score
3.3.1	Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge	3

3.6 Extension Activities

Metric ID	Metrics	Score
3.6.1	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years	4

4.Infrastructure and Learning Resources

4.1 Physical Facilities

Metric ID	Metrics	Score
4.1.1	The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc	4
4.1.2	The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities	3

4.2 Library as a Learning Resource

Metric ID	Metrics	Score
4.2.1	Library is automated using Integrated Library Management System (ILMS)	4
4.2.2	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	3

4.3 IT Infrastructure

Metric ID	Metrics	Score
4.3.1	Institution frequently updates its IT facilities including Wi-Fi	3

4.4 Maintenance of Campus Infrastructure

Metric ID	Metrics	Score
4.4.2	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	3

5.Student Support and Progression

5.3 Student Participation and Activities

Metric ID	Metrics	Score
5.3.2	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	3

5.4 Alumni Engagement

Metric ID	Metrics	Score
5.4.1	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years	3

6.Governance, Leadership and Management

6.1 Institutional Vision and Leadership

Metric ID	Metrics	Score
6.1.1	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution	3
6.1.2	The institution practices decentralization and participative management	3

6.2 Strategy Development and Deployment

Metric ID	Metrics	Score
6.2.1	Perspective/Strategic plan and Deployment documents are available in the institution	3
6.2.2	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism	4
6.2.4	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions	4

6.3 Faculty Empowerment Strategies

Metric ID	Metrics	Score
6.3.1	The institution has effective welfare measures for teaching and non-teaching staff	3
6.3.5	Institution has Performance Appraisal System for teaching and non-teaching staff	3

6.4 Financial Management and Resource Mobilization

Metric ID	Metrics	Score
6.4.1	Institution conducts internal and external financial audits regularly	4
6.4.3	Institutional strategies for mobilisation of funds and the optimal utilisation of resources	3

6.5 Internal Quality Assurance System

Metric ID	Metrics	Score
6.5.1	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes	3
6.5.2	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms	3
6.5.5	Incremental improvements made during the preceding five years ***(in case of first cycle)*** Post accreditation quality initiatives ***(second and subsequent cycles)***	3

7.Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

Metric ID	Metrics	Score
7.1.2	Institution shows gender sensitivity in providing facilities such as a) Safety and Security b) Counselling c) Common Room	3
7.1.5	Waste Management steps including: • Solid waste management • Liquid waste management • E-waste management	4
7.1.6	Rain water harvesting structures and utilization in the campus	3
7.1.7	Green Practices • Students, staff using a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants	3
7.1.18	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities	3
7.1.19	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions	3

7.2 Best Practices

Metric ID	Metrics	Score
7.2.1	Describe at least two institutional best practices (as per NAAC Format)	3

7.3 Institutional Distinctiveness

Metric ID	Metrics	Score
7.3.1	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust	3

INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)

Accreditation - (Cycle - 4)

PEER TEAM REPORT ON

INSTITUTIONAL ACCREDITATION OF
ST. FRANCIS COLLEGE FOR WOMEN (AUTONOMOUS)

Hyderabad
Telangana
500016

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA

Section I:GENERAL INFORMATION		
1.Name & Address of the institution:	ST. FRANCIS COLLEGE FOR WOMEN (AUTONOMOUS) Hyderabad Telangana 500016	
2.Year of Establishment	1959	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	4	
Departments/Centres:	22	
Programmes/Course offered:	35	
Permanent Faculty Members:	178	
Permanent Support Staff:	98	
Students:	4137	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. The oldest autonomous college in Telangana state 2. The only college in Telangana state which figures among the top 100 in the NIRF ranking ie 73rd rank 3. Constant increase in student strength over the years	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 23-02-2021 To : 24-02-2021	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. KAILASH SODANI	Vice Chancellor(in-charge),MAHARSHI DAYANAND SARASWATI UNIVERSITY
Member Co-ordinator:	DR. VIJAYALAKSHMI MUVVA	FormerProfessor,ACHARYA NAGARJUNA UNIVERSITY
Member:	DR. GANESHRAM SETHURAMAN	Principal,Sri S Ramasamy Naidu Memorial College Sattur
NAAC Co - ordinator:	Dr. Devender S Kawday	

Section II:CRITERION WISE ANALYSIS
Observations (Strengths and/or Weaknesses) on each qualitative metrices of the key Indicator under the respective criterion(This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrices(QlM) in Criterion1)	
1.1	Curriculum Design and Development
1.1.1 QlM	Curricula developed /adopted have relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all the program offered by the Institution
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QlM	Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1

A holistic approach is adopted by the institution for curriculum development and implementation. CBCS has been introduced in 2016 based on UGC guidelines. The program and course curricula are of high academic integrity and consistent with the societal needs. The suggestions of university representatives, industry experts and alumnae are considered for design and development of academic programs.

Curriculum revision is carried out taking into consideration the opportunities for higher education and employment. A few new undergraduate and Post graduate programs are introduced. Several skill development and relevant open electives and skill enhancement electives are being offered under the CBCS Curriculum. Field projects and internships are an integral part of the new curriculum. The students can earn additional credits through short term certificate and diploma programs.

Opportunities for overseas studies are explored by new agreements with California Baptist University and Xavier University, Aruba. The courses like Environmental Studies, Gender Sensitization. Human Values and Professional Ethics are integrated in to the curriculum to provide comprehensive and holistic learning experience.

Community outreach activities become part and parcel of learning. Environmental club named as *PRAKRITI*, a student driven initiative plays a key role in sensitizing the issues related to environment. Open electives like Feminist politics, Disaster management, Social entrepreneurshipetc. are offeredby the Bachelor of Humanities and Social sciences programs, while courses on Nursery, Environmental Microbiology , Biotechnology for Human welfare. Sericulture etc. are offered by B.Sc. programs. Human values and Professional ethics courseis mandatory for all first year students.

NAAC

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrices(QlM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QlM	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1 QlM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.4 QlM	Preparation and adherence to Academic Calendar and Teaching plans by the institution
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.4 QlM	Positive impact of reforms on the examination procedures and processes including IT integration and continuous internal assessment on the examination management system
2.6	Student Performance and Learning Outcomes
2.6.1 QlM	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students
2.6.2 QlM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

Semester pattern of examination system with continuous internal assessment and End Semester Examinations exists. Slow learners are taken special care through one to one based tutoring, remedial classes and bridge courses. Advanced learners are encouraged to take up internships and projects and paper presentations in conferences. Peer-learning is encouraged.

To enhance learning experiences, Student centric methods are followed. Field trips, industrial tours and seminars are organized. For practical demonstrations, laboratories are used. Participative learning is ensured through group discussions, power point presentations, role play and extension lectures. Several inter-disciplinary courses like Critical Health Care management, IPR, Social entrepreneurship etc. are introduced.

The academic calendar is prepared by the Principal in consultation with the heads of the departments and the controller of examinations. Academic teaching planner prepared by the faculty before the commencement of academic year is checked and approved by the Head.

The system followed for continuous assessment since 2014 includes 20 marks for written examination and20 marks for decentralized pattern of internal assessments. End semester exam is for 60 marks. Online bar coding system is adopted since 2018. Academic audit of examinations, online payment of exam fee as well as online generation of hall tickets and results are initiated in 2018.

Program outcomes, program specific outcomes and course outcomes for all programs are displayed on website and prospectus . The courses are designed with specific objectives to provide opportunities for

employment as well as higher studies and entrepreneurship.

The academic timetable, teaching plans by the teachers and continuous internal assessments as well as end semester examinations ensure the timely completion of the syllabus. The institution has supported faculty development programs, training sessions, workshops and seminars to enhance the attainment of POs and Cos. The review process of validating outcomes is done through feedback from stakeholders and academic audits.

NAAC

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrices(QlM) in Criterion3)	
3.1	Promotion of Research and Facilities
3.2	Resource Mobilization for Research
3.3	Innovation Ecosystem
3.3.1 QlM	Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge
3.4	Research Publications and Awards
3.5	Consultancy
3.6	Extension Activities
3.6.1 QlM	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years
3.7	Collaboration

Qualitative analysis of Criterion 3

The institution is one of the pioneers of autonomous stream and has a history of innovation and entrepreneurship. The E-cell provides an orientation to entrepreneurial skills among students. Commerce organization for emerging entrepreneurs (COFEE), an organization of the Dept. of Commerce, is aimed to inculcate and enhance organizational, managerial and leadership skills of students. Bethel retail store, an innovative initiative of the Dept. of B.Voc. RM&IT provides hands on experience to the learners in managing retail stores. The institution has set up a research centre for Microbiology and a central instrumentation facility named as *AXIS* to promote research in life sciences.

Keeping in view with the vision and mission, the institution organized many outreach programs and extension activities. A strong NSS team with four units with 100 students each organized various activities to instill the spirit of community service among students. Besides an annual seven day rural camp, health camps and other awareness programs are organized for the needy. The institution received several awards for extension activities. An active NCC unit of the institution has won laurels with its cadets participating in RD parade as well as in international camps held at Srilanka and Bangladesh. It has organized many programs for the benefit of the students of Govt. schools across the city. Several outreach activities organized by the institution made the students to understand their social responsibility.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrices(QlM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QlM	The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc
4.1.2 QlM	The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities
4.2	Library as a Learning Resource
4.2.1 QlM	Library is automated using Integrated Library Management System (ILMS)
4.2.2 QlM	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment
4.3	IT Infrastructure
4.3.1 QlM	Institution frequently updates its IT facilities including Wi-Fi
4.4	Maintenance of Campus Infrastructure
4.4.2 QlM	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4

The institution has a sprawling clean and green campus spread over 8 acres of land in the heart of the city with a built-up area of 1,96,553 sq.ft. with spacious and well ventilated classrooms equipped with latest ICT facilities, well equipped laboratories, a library with a collection of more than 80,000 books and journals/e-journals. The library is fully automated with ILMS and a rich collection of Rare and Reference Books. The institution has many Seminar halls, one Board room, Senate Hall, Auditorium, 9 computer labs, Language lab, 2 Psychology labs, Central Instrumentation Centre, one Canteen, Green House, Mass Communication Lab and Studio, American Corner, Student Facility Centre, Health Centre etc., and they are well maintained. The entire campus is well maintained. It is also made Plastic free, and the college has an effective Waste water and Solid Waste Management.

The Institution has excellent Sports facilities for many games. It has a beautiful Indoor Stadium and the students actively participate in the Sports Activities and have won at Regional, National and International level.

The institution regularly updates its IT facilities through its Information Technology Centre. All the Teaching halls and Laboratories are equipped with LCD Projectors and the entire campus is monitored by CCTV without affecting privacy of the Faculty and students.

The Institution has an established system and procedure for maintaining academic and other support facilities. However, the institution is unable to have a Hostel in the campus due to Space constraint. As the campus is situated in the heart of the city and surrounded by residences, it is very difficult to acquire land. Hence the institution has made arrangements with their Sister Organizations to provide boarding and lodging facilities for their Students.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrices(QlM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QlM	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	Alumni Engagement
5.4.1 QlM	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Qualitative analysis of Criterion 5
Five Student nominees are represented in Academic Council. Participation of students in several committees is evident. Student council exists since 2020 comprising President, Vice President, General secretaries (2), treasurer, cultural secretary and sports secretary. Student quality circles are constituted to involve students in decision making. Registered Alumni association exists. The Alumnae contributed to the enrichment of the college in different capacities including facilitators in career guidance, being part of outreach programs, providing placements to eligible students etc. Alumni association needs to be strengthened. Monetary Contribution to the institution from the Alumni has to be enhanced.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrices(QlM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QlM	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
6.1.2 QlM	The institution practices decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QlM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QlM	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism
6.2.4 QlM	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
6.3	Faculty Empowerment Strategies
6.3.1 QlM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QlM	Institution has Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QlM	Institution conducts internal and external financial audits regularly
6.4.3 QlM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QlM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QlM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms
6.5.5 QlM	Incremental improvements made during the preceding five years ***(in case of first cycle)*** Post accreditation quality initiatives ***(second and subsequent cycles)***

Qualitative analysis of Criterion 6
The college has a very clear vision and mission statements and the management is taking appropriate steps to fulfill the same. It has well structured administrative system with clear roles for different bodies and committees. The college has participative management system which is evident from the decentralization of powers and duties among vice-Principal, Controller of Exams, Deans, Head of the Departments and teachers. The Governing body, Academic council, Boards of studies, IQAC and other bodies are constituted as per the UGC guidelines and they are functional as per the norms. Transparency is seen in the functions of the college. The college has a very cordial working atmosphere which is evident from our interaction with teaching and non-teaching staff. The Gratuity, EPF, Health Insurance, Health camps, Interest free loan, incentives for research publication, fee concession for the children of the staff and annual picnics for all the staff are some of welfare measures undertaken by the management for their staff. The institution has been conducting academic audit regularly and performance of the non-teaching staff is also appraised. The internal

and external financial audits are conducted regularly.

The college is run by the Congregation of Sisters of Charity. The main source of income is the tuition fee collected from the students and other part of financial assistance comes from their headquarters.

The IQAC, headed by an able teacher, has played a pivotal role in the enhancement of quality of the institution. Academic audit, Internship training and Field trips, Projects and updating curricular regularly are some of the important work done in coordination with teachers and students. Regular review of teaching learning process is done by the institution. Much improvement has taken place in the institution in the last five years. MoU with foreign universities, establishment of American Center, Publication of research papers in Scopus, Web of Science and UGC CARE listed journals by the faculty and upgradation of Microbiology department into a research centre are some of the significant developments in the institution.

NAAC

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrices(QlM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.2 QlM	Institution shows gender sensitivity in providing facilities such as a) Safety and Security b) Counselling c) Common Room
7.1.5 QlM	Waste Management steps including: • Solid waste management • Liquid waste management • E-waste management
7.1.6 QlM	Rain water harvesting structures and utilization in the campus
7.1.7 QlM	Green Practices • Students, staff using a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QlM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QlM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QlM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QlM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7
The institution functions in adherence to the Francisian code of conduct and committed to the vision and mission. The institution is under CCTV surveillance and security personnel posted at the gate to ensure protection round the clock. The counseling centre *AASRA* provides guidance and counseling services on interpersonal relationships, peer pressure, anger management etc. to students. Anti-ragging and anti-sexual harassment cells are in place. Sanitary pad vending machine and incinerator for pad disposal are available. A compulsory credit course on gender sensitization is introduced since 2016. The institution developed a waste management centre named *SHUBRAM* where solid waste generated is segregated. The waste segregation, composting and sending for recycling are taken care of by NCC cadets and volunteers from *Prakriti club* with the help of housekeeping staff. The college has partnered with ITC for paper recycling. The rainwater is collected in a rain water recharge pit which acts as a filter. The filtered water is recharging the borewell.

Many students and staff avail public transport services of bus, MMTS or metro train. *No Plastic day* was an initiative taken up by COFEE with the motto- Reduce, Recycle and Reuse. Prakriti club of the institution is involved in recycling of used paper and plastic bottles. The college has gone completely online in terms of applications, fee payment, attendance and marks entry since 2018. Campus is Eco-friendly with Herbal garden, rose garden and cacti gardens along with trees.

The institution celebrates National festivals primarily Independence day and Republic day. It has participated in the national activities like Swachhta Pakhwada, Human Rights Day and National Voters day. Teachers Day, Library Day, Mathematics Day, National Science day etc. are celebrated. Death anniversaries of great leaders are marked by paying homage and recalling their contribution to the Nation.

Transparency is maintained by the institution in financial, academic and administrative services. Internal and external financial audits are in place. External academic audit is conducted by academic advisors appointed by the State Commissionerate of Collegiate Education. The examination and evaluation system is scrutinized by Osmania university before publishing the results.

St. Francis Social Outreach program is mainly aimed to sensitize the students to become responsible and compassionate citizens through rural outreach and adoption program *Swarnojwala* which mainly aims to provide education to girls who are economically backward and first generation learners from rural backgrounds. To build up employability skills and personality development of students, the institution initiated several activities like pre placement sessions, outbound training, campus recruitment training etc. Participative management involving faculty and students is visible.

Providing holistic education for the empowerment of women is the main objective of the Institution. It mainly focuses on six distinct areas including intellectual competence, moral uprightness, social commitment, emotional stability, spirituality and patriotism in visualizing the hall marks of holistic education.

Section III:OVERALL ANALYSISbased on Institutional strengths.Weaknesses,Opportunities & Challenges(**SWOC)(up to 500 words)**

Strength

Institutional Strength

1. Location of the college in the heart of the city.
2. Committed Management
3. Dedicated faculty and vibrant students.
4. National and Internal Collaborations.
5. Excellent infrastructure.
6. ICT Enabled teaching facility.

Institutional Weakness

1. Space constraint.
2. Insufficient financial support from the government.
3. Inability to monetize consultancy and patenting.
4. Lack of more PG Courses.
5. More than 43 aided faculty vacancies.

Institutional Opportunities

1. Introduction of more PG Courses
2. Upgradation of existing PG Courses into research centers.
3. Establishment of a centre for Women's studies.
4. Scope for getting funds for research from UGC, DST, DBT, ICSSR and ICHR.
5. Promote industry – Academia Interface.

Institutional Challenge

1. Receiving grants from Government
2. Inability to acquire more space for expansion.
3. Faculty vacancy in the aided stream.

Section IV:Recommendations for Quality Enhancement of the Institution
(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)
• Introduce more number of PG Courses and online Diploma courses • Upgrade existing PG Courses into Research Centers • Institution may offer foreign Language courses • For greater utilization of Existing Infrastructure college may consider offering Evening Classes • Management may consider allocation of fund for promotion of Research • Faculty may be encouraged to develop content for Online courses • Management may consider salary enhancement and other facilities for staff

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

NAAC

Sl.No	Name		Signature with date
1	DR. KAILASH SODANI	Chairperson	
2	DR. VIJAYALAKSHMI MUVVA	Member Co-ordinator	
3	DR. GANESHRAM SETHURAMAN	Member	
4	Dr. Devender S Kawday	NAAC Co - ordinator	

Place

Date

NAAC