



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	St.Francis College For Women
• Name of the Head of the institution	Dr. Sr. Sandra Horta
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	040 23403200
• Alternate phone No.	9502794628
• Mobile No. (Principal)	9502794628
• Registered e-mail ID (Principal)	info@sfc.ac.in
• Address	Street no 6, Uma Nagar , Begumpet,
• City/Town	Hyderabad
• State/UT	Telangana
• Pin Code	500016
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	09/05/1988
• Type of Institution	Women
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the IQAC Co-ordinator/Director	Dr.Savitha Sukumar				
• Phone No.	040401010507				
• Mobile No:	9989656340				
• IQAC e-mail ID	iqac@sfc.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://sfc.ac.in/qualityassurance.php				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://sfc.ac.in/academic-calendar.php				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 4	A	3.05	2021	01/03/2021	28/02/2024
6.Date of Establishment of IQAC			01/07/2000		
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	10				
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken	Yes				

uploaded on the institutional website?		
<ul style="list-style-type: none"> 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	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>- Launching of new CBCS CURRICULUM for UG&PG Programmes and ONLINE teaching initiatives - Faculty Development Programmes - Student Induction Programme SFC minor research project grants Capacity Building Programme for non teaching and Support Staff</p>		
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
<p>Training faculty and make them technology ready to take online classes</p>	<p>The decision to start classes online for the academic year 2020-2021 was taken by the management and the following Initiatives by the college to train faculty members in Online Teaching Tools and Techniques • Students and Faculty members were oriented by the Department of Computer Science on using our ERP platform sfc.winnou.net to access online classes. Google Meet for Classes, Google Classrooms for assessments and other software for student presentations were used. Faculty members were encouraged to attend workshops and webinars organised by external agencies and institutions on online teaching methods. On 1st December 2020, the Faculty Development Cell of the College, organised a webinar on Open Educational Resources. 2020. The resource person was Dr. P. Murugan, Assistant Professor- School of Management Studies - University of Hyderabad. The Faculty Development Cell of the College organized a two-Day workshop on Online Course Design, Development and Delivery on the 19th and 21st December 2020. Day 1 sessions focussed on 'Building Competencies of Teachers for Online Teaching' ably handled by Prof. K. Srinivas Head of ICT & Project Management Unit of NIEPA. Day 2 of the program focussed on teaching pedagogy and learning management.</p>

<p>The College is looking forward to the 4th Cycle of reaccreditation by NAAC in 2021 and secure a good rank in the NIRF ranking in 2021</p>	<p>The NAAC peer team visited the college on Feb 23rd & 24th 2021 for the 4th cycle of reaccreditation. The college was awarded A grade in the 4th cycle. The college secured 85th rank in the NIRF ranking 2021 and is the only college in the state of Telangana to figure in the Top 100 Institutions in the College Category.</p>
<p>To facilitate continuous online learning process for students during the pandemic and also facilitate To subscribe for COURSERA FOR CAMPUS to facilitate Provision of E books by the Library</p>	<p>The college witnessed an overwhelming response for Coursera from students and faculty. Total Registered students were 2284.6408 courses were completed and the number of certifications were 19851 in 2020-21. Pilot study has been initiated with K -NIMBUS agency for online digital e-library with facility of remote access.</p> <ul style="list-style-type: none"> • All the students and Faculty were enrolled in the INFLIBNET - N-List and provided access to e-resources. This has opened an opportunity to all the students in enriching / updating their knowledge while staying at home. • All Faculty members were enrolled in National Digital Library of India for access of e- resources for their online classes
<p>Organising a National Webinar on Maintaining Quality in Online teaching</p>	<p>The IQAC Organised a National Webinar on Maintaining Quality in Online teaching - opportunities and challenges on 1st June 2020. The resource person was Dr. G. Janardhanan, Head, Centre for International affairs, NITTTR, Chennai. The webinar focussed on improving Online teaching methods that</p>

	<p>successfully help learners develop the knowledge and skills they will require in a digital age.</p>
<p>To Organise Student Induction Programme for 1st years</p>	<p>The Student Induction Programme for the year 2020-21 was organised as 4 sessions from 27th Nov to 4th Dec; 11th Dec and 18th December. Session 1 of the student Induction program began with the introduction of the student council for the academic year 2020-21 by the president of the student council, Isha Dutta, followed by Dr. Jyoti Rani's introduction to the student induction Program where the purpose of the induction program was very well explained. The sessions focused on areas such as the history, vision and mission of the college, importance of Discipline, Coping with transitions, Student Clubs, Self-Awareness, and its relationship with various other virtues. The year 2021-2022 student induction program 'Vidyarambh- 2021' was an exciting program conducted online which On - boarded new students at St. Francis college for women, Begumpet. It was conducted on 15th September, 20th and 21st September It had sessions on 'Know your college', motivational talk by Alumnae, interactive games session by the Student Council , a session with the counsellor and a information sharing session on Examinations and support services in the College</p>
<p>Orientation and Career</p>	<p>On 30th September 2020 the CCGP</p>

<p>enhancement session to be Organised by Placement cell</p>	<p>in association with Mr. Laxmi Kant Sharma, Founder & CEO, Formskat conducted the webinar on "Career Orientation". 968 final year students of the college had attended the session. Dr. Jai Raj, Mr. Pavan Kumar, Mr. Ganesh Rayala and Mr. Rahul Parmar were the eminent speakers in the session. From 7th to 10th December 2020, the CCGP had organized training sessions for placements for 4 days for all UG and PG final years. 589 students took part in the session. Mr. Pavan Kumar conducted the session.</p>
<p>To conduct Academic and Administrative Audit (AAA)</p>	<p>The IQAC organised the Academic and Administrative audit on February 18th ,2021and also on 14th September 2021. The Academic and Administrative audit provided an opportunity for the various departments to showcase their best practices and served as a learning experience for all. It served as a mechanism to monitor and evaluate institutional processes through a well-designed systematic audit procedure</p>
<p>To organise a webinar on implementation of the National Education Policy NEP</p>	<p>The IQAC organised a Webinar on National Education Policy: Reforms in Higher Education on 30th March 2021. The Resource person was Dr. Shakila T. Shamsu, formerly officer on special duty, Department of Higher Education, Ministry of HRD, Government of India. Dr. Shamsu spoke about the Genesis of Education policy in the country and its learner centric approach. She said that National</p>

Education Policy proposes the revision and revamping of all aspects of the education structure, including its regulation and governance, to create a new system that is aligned with the aspirational goals of 21st century education, including Sustainable Development Goals of Inclusive and quality education to all by 2030, while building upon India's traditions and value systems. She spoke about the changes to be brought about in school education, Holistic development of learners, Multilingualism and the power of language, Curricular Integration of Essential Subjects, Skills, and Capacities, Transforming Assessment for Student Development, Teacher development, and rationalisation of Higher Education Institutions. An interactive session with Dr. Suma Singh, Dean of Humanities, Mount Carmel college, Bengaluru on NEP implementation was held on 30th November 2021.

To organise a webinar on Assessment of Learning Outcomes

The IQAC organised a Webinar on Assessment of Learning outcomes on 23rd April 2021. The Resource person was Dr. Binu Thomas, IQAC Coordinator, Marian College Kuttikanam. The resource person covered aspects relating to designing of question bank for different faculties that aligns with the program and course outcomes and methodology to map their attainment

To encourage Collaborative

Collaboration with LV Prasad Eye

<p>quality initiatives with other institution(s)</p>	<p>Institute, Institute for Vision Rehabilitation, Dr PRK Prasad Centre for Rehabilitation, Meera & LB Deshpande Centre for Sight Enhancement to record Audio books for visually Impaired Students from March 25th 2021 - May 27th 2021. Faculty Exchange Programme by Department of Biochemistry, SFC with Department of Biochemistry, Srimad Andavan Arts and Science College, August 17th, 2021 Faculty Exchange Programme by Department of Microbiology, SFC with Department of Microbiology, Kasturba Gandhi Degree and PG College for Women, September 2nd, 2021 MoU by Department of Commerce with National Stock Exchange on December 9th, 2021</p>
<p>To Establish a SWAYAM Local chapter in the college to encourage more students to enrol for self-study courses offered by SWAYAM-NPTEL</p>	<p>Efforts to establish the SWAYAM Local Chapter in the College were undertaken . The application process formalities were completed in the Month of May 2021 and the SWAYAM local chapter with ID 4449 was established on June 30th 2021. Dr. Mallika Shetty, Dean Academics is the SPOC of this SWAYAM local chapter.</p>
<p>To initiate examination reforms</p>	<p>Digitization of answer scripts and online evaluation of PG answer scripts was initiated this year by the Examination Branch . This makes first and second evaluations to happen simultaneously. It is proposed to initiate onscreen evaluation of UG exams too. The facility to fill in claim form and award list online was also enabled this year making it convenient</p>

	for evaluators
To organise a Webinar on Basic Psychological Counseling Skills to help students and faculty cope with difficulties caused by the Pandemic	A webinar on Basic Psychological Counseling Skills to help students and faculty cope with difficulties caused by the Pandemic was organised by the department of Psychology on 8th & 9th July 2021. The resource person was Brother Yuju Francis, Counseling Psychologist, Psychotherapist & Trainer
To provide opportunities to faculty to carry out minor research projects financed by the Institution	Research endeavours have been a regular feature of the heritage of St. Francis College. The SFC minor research grant scheme 2021-22 is designed to motivate the faculty members to embark into research arena and thereby strengthen the research spirit in the college. The management intends to provide financial support to help SFC faculty members to pursue research work along with their academic engagements. For Minor Research Project in Science - Rs. 2,00,000/- Period 2 years . For Minor Research Project in Humanities, Social Science, Languages, Literature, Arts, Commerce, Management, Sports, Library, and allied disciplines - Rs. 1,50,000/- Period 2 years.
Various departments to organise capacity building programmes for non-teaching staff and Support staff	Department of Botany organised a capacity building programme for Support on Primary health care through medicinal herbs on 27th July 2021. Department of EVS organised a capacity building programme on Waste management for Support staff on 26th August 2021. Department of Economics organised a capacity building Programme on Basics of Banking

	<p>operations on 30th September 2021. Department of Commerce organised a capacity Building programme on Financial Literacy for non-teaching and support staff on 29th November 2021.</p> <p>Department of Nutrition organised a capacity building programme on Healthy Diet for non-teaching staff 10th December 2021.</p>
<p>The college will be applying to UGC for Extension of Autonomy Status this year.</p>	<p>The Inspection by the UGC expert committee for extension of Autonomy took place on September 16 & 17, 2021. The committee recommended extension of Autonomy status to the college for a period of 5 years w.e.f academic year 2021-22 to 2025-26.</p>
<p>To organise COVID 19 Vaccination Drive in the College</p>	<p>Covid 19 vaccination drive was conducted by the college in association with Aster Prime Hospital for all above 18 years of age on 14th June 2021 and September 11th 2021. A number of staff, students and local residents benefitted from this initiative</p>
<p>To organise Yuva flare Campus Fest</p>	<p>Yuva flare Campus Fest was held on October 20th - 23rd ,2021. It was celebrated in the online mode that made the fest an international phenomenon. The College clubs: Arista, Xpressions, Voctalent, La Fiesta, Prakriti, Harivillu, COFEE and Spectrum were actively involved in the organisation of several events in the Fest. The inaugural ceremony was graced by Mr. Shekhar Kammula eminent film director. The event was successfully organized and</p>

	streamed on College's Youtube Channel. The fest witnessed impressive participation.
To initiate proposals for starting new programmes	<p>The following new Programs were approved by Management board to be introduced in June 2022. NEW PROGRAMMES</p> <ol style="list-style-type: none"> 1. BMS (Business Analytics) 2. B.Sc Mathematics/Statistics/Economics 3. M.Sc Data Science 4. M. A. English 5. B. A. Integrated Civils Programme <p>DIPLOMA COURSES</p> <ol style="list-style-type: none"> 1. PG Diploma in Travel and Tourism 2. PG Diploma in FINTECH 3. PG Diploma in Analytical Chemistry 4. PG Diploma in Fitness & Nutrition Management 5. Diploma in Personal Taxation 6. Diploma in Personal Finance & Wealth Management 7. Diploma in Innovation & Design Thinking 8. Diploma in Digital Marketing 9. Diploma in Video Editing 10. Diploma in Cyber Security <p>CERTIFICATE COURSES</p> <ol style="list-style-type: none"> 1. Quality Management for Business Excellence (Online) 2. Advanced Excel/Financial Modeling 3. GST (Online) 4. International Business Essentials (Online) 5. Public Speaking and Basic Presentation Skills 6. Quality Control & Assurance in Food Industry
To conduct convocation for the graduating batch	<p>41st Convocation was held on 27th November 2021 for class of UG 2018-2021 & Class of PG 2019-2021. Osmania University Vice chancellor Prof.D.Ravinder was chief guest and GHMC Mayor Gadwal Vijayalakshmi was the guest of honour. 1148 undergraduate students and 171 Post graduate were awarded</p>

	degrees and 53 gold medals were presented
<p>To conduct NATALE - Annual Christmas celebration 2020 & 2021</p>	<p>NATALE 2020 celebrations started on 30th of November, 2020. Various events were held with a theme for each week. Carol singing by the management, non-teaching staff, teaching faculty, students of various club and the alumnae was streamed on you tube. Like every year, the college management came up with exciting events in which all of the students, teaching and non-teaching staff participated actively. Due to the pandemic all the competitions were conducted online. Live and Model crib making competitions were conducted for non-teaching staff. Despite the pandemic, students from different colleges and states actively participated in various events. Around 200 students participated in the competitions. The winners were awarded cash prizes. NATALE 2021- The annual Christmas celebration was celebrated this time with a lot more adventure and jubilation. 15 events were conducted and the registrations began from 27th November, 2021. Both the intra and inter collegiate competitions which was conducted in a blended mode (online and offline) owing to the pandemic. The most awaited Christmas fiesta was held on the 22nd of December</p>
<p>To carry out the Social outreach initiative Daan Utsav</p>	<p>Daan Utsav, the joy of giving week, the Social Outreach Program of college was</p>

commemorated with great enthusiasm this year 2020-21. Dr Uma Joseph, HoD History , the Coordinator of the Social outreach Committee along with the members Ms. Rupali, Dr. Kanchana ,Ms. Jasmine ,Ms. Rooman Deb worked meticulously to plan and carry out this initiative. The students were allotted different dates to conduct the program. The students actively collected money and planned enthusiastically to visit various organisations and homes run for less privileged in the society. The students spread great cheer by visiting them and singing and dancing and playing games along with the inmates. Total amount collected in Cash from all the faculties for Social Outreach - Rs.4,15,726.About 1220 people benefited from this initiative.

Launch of Official College You Tube Channel

The college launched its Youtube channel on August 27th 2020, in order to connect with its students, present and past, its faculty and all stakeholders. Major campus activities as per the almanac are streamed through this channel.

13. Was the AQAR placed before the statutory body?

Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing body	30/01/2021

14. Was the institutional data submitted to AISHE ?	Yes
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
01/06/2021	02/02/2022
Extended Profile	
1. Programme	
1.1 Number of programmes offered during the year:	35
File Description	Documents
Institutional Data in Prescribed Format	View File
2. Student	
2.1 Total number of students during the year:	3772
File Description	Documents
Institutional data in Prescribed format	View File
2.2 Number of outgoing / final year students during the year:	1319
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:	3719
File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic	
3.1 Number of courses in all programmes during the year:	1873
File Description	Documents
Institutional Data in Prescribed Format	View File
3.2 Number of full-time teachers during the year:	178
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3 Number of sanctioned posts for the year:	178
4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	483
4.2 Total number of Classrooms and Seminar halls	77
4.3 Total number of computers on campus for academic purposes	602
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	46632892

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.

The college continues to be responsive to the needs of the ecosystem at all levels in which it operates. The curriculum across all programmes articulates and supports the commitment to holistic development of our students. The knowledge content that is imbibed in the syllabus is delivered in an effective manner through various teaching methodologies in a learning atmosphere that is experiential. The process of drafting, implementing, measuring effectiveness and improving is carried out in a timely manner with inputs and advice from all stakeholders at all levels.

Most of the programmes underwent a revision in its structure, courses and syllabus in 2020 based on stakeholder feedback and expert consultation. Integration of Discipline Specific core, electives and skill enhancement courses along with the flexibility to choose generic electives across disciplines ensured that the student gets the best theoretical foundation. The provision to take up internships and project work caters to the opportunity of getting well versed in the application of concepts.

Two UG programmes out of the 28 that are offered were revised in 2021. The mandate of the state higher education council (TSCHE) to allot 20 credits each to English and Languages were followed. The college supported this identified local need of equipping students with employable communication skills. The national and global developmental needs of students is met by the curriculum and is tested by the adoption of Blooms Taxonomy in the drafting of learning outcomes at the programme and course levels.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	http://sfc.ac.in/pdf/UG&PG_Programmes_Program-Specific-Outcomes,Program-Specific-Outcomes,Course-Outcomes.pdf

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

30

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

275

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	No File Uploaded
Any additional information	View File

1.2 - Academic Flexibility

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

275

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
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

38

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
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

The curriculum delivery across all programmes prepares learners to understand the specific career opportunities that opens up for them on completion of their degree. Guest lectures by researchers ,scientists ,industry experts sensitises students to the skill sets ,ethics and practices that is required to be a successful professional.

Human Values curriculum aims to make students understand facts and aspects of the college and progresses to impart the ten core life skills as envisaged by the WHO. Environmental studies have a dedicated curriculum which is taught to all first year students. Theory is complemented with projects, field visits and sustainability related activities. Environment club 'Prakriti' is a student driven initiative that sensitizes, draws up corrective practices and implements these in its own impactful way. Issues related to sustainability are interwoven into the learning concepts.

Being a women's college, gender related sensitisation through curriculum is ensured through specific courses like Feminist politics, Women's writing, Women Entrepreneurship among others. International Women's Day is celebrated every year with meaningful programmes that aim to highlight gender-related issues. Talk by prominent woman achievers helps amplify the message of staying true to one's beliefs and helping oneself to fly as high as she can.

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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

12

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

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

556

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

800

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained **A. All 4 of the above**

**from 1) Students 2) Teachers 3) Employers
and 4) Alumni**

File Description	Documents
Provide the URL for stakeholders' feedback report	http://sfc.ac.in/igac_feedback.php
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	http://sfc.ac.in/igac_feedback.php
Any additional information	View File

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

2020-21:1310, 2021-22: 1292

File Description	Documents
Any additional information	View File
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)

2020-21: 483, 2021-22:535

File Description	Documents
Any additional information	View File
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 Institution has a well-defined assessment system of the learning levels of the students. With the continuous Assessments, advanced learners are identified and encouraged as mentors for the slow learners (Peer Learning). The slow learners are encouraged to articulate their academic challenges and difficulties, also identify their strengths and weaknesses, accordingly they are given tasks on a weekly basis, which is also monitored by staff for the better performance.

The advanced learners are encouraged to take up challenging tasks like paper presentations to enhance their writing and analytical abilities, With special emphasis on developing their research skills and goal setting. Case studies and Discussions relevant on current issues are also a part of the process and National Olympiad examination like (National Graduate Physics Examination and National Anveshika Experimental Skill Test) are conducted.

Similarly slow learners are offered one-to-one basis tutoring, remedial classes, bridge courses and support by the respective faculty and peer mentors, with regular updates to the parents/Guardian. In case of errant behavior on the part of the student the issue is also addressed with the assistance of the college counsellor (in confidence). Individual student performance is monitored to counsel the weak performers; and acknowledge Advanced learners.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sfc.ac.in/AOAR/AOAR-2021/criteria%202/2021-22Criteria%20%20Files%20for%20the%20Website/2.2.1-Slow%20%20Advanced%20Learners /

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/12/2021	3772	178

File Description	Documents
Upload any additional information	View File

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:

Students' interests and ambitions forms the focal point and the college with the Teachers continue to engage in dynamic student centric methods for a sustained and augmented learning.

Experiential Learning:

With the Pandemic a blended (online/offline) mode of teaching was adopted. Newspaper reading, an exercise the management and commerce streams practices to facilitate students to come prepared and articulate fluently during online discussions. Science departments made use of simulations and virtual labs to enthuse students to learn practical concepts though remotely. Across faculties library reference sessions was encouraged through Inplibnet. Students were sent for virtual summer internships to get hands on training and encouraged to join Certification courses through Coursera. Webinars/Workshops/Guest Lectures were conducted.

Participative Learning:

Students are involved actively in the learning process through individual and group activities to enhance various skills among the students through different innovative teaching methods.

Problem solving:

The curriculum has been designed with specific course objectives and outcomes, giving importance to problem solving skill in all the major undergraduate and post graduate programs. The students are motivated to take part in State/National/International level

webinars/seminars, workshops, guest lectures, summer programs, paper presentations and publication, to gain experience and expertise in self-management, and leadership qualities.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://sfc.ac.in/AOAR/AOAR-2021/criteria%202/2021-22Criteria%202%20Files%20for%20the%20Website/2.3.1-Student%20Centric%20Methods/

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

ICT-enabled tools enriches and optimizes the teaching-learning process and is imperative in today's Pedagogy.

The Computer Science Department supports faculty on using, implementing and evaluating ICT enabled tools in classes. LMS is available for Curriculum development, academic calendar, announcements, examinations file management, annual reports, feedback etc.

In the grip of COVID, e-learning with Google Classroom was used by faculty to facilitate Synchronous Learning - communicate, collaborate, upload assignments, continuous assessments, record keeping and online evaluation.

During pandemic all streams adopted both online and blended mode of teaching with the help of various ICT tools such as Power Point presentations, NPTEL and YouTube videos, Google slides, Google Scholar, Microsoft Word and Excel and Language Lab- Sky Pronunciation. SFC Winnou -The College online portal is used to mark attendance, record continuous assessment marks, communication regarding fee payments, circulars, exam dates, etc. OnEdu app is also available on similar lines for ease of use.

MULTISIM SOFTWARE, KEIL SIMULATION, Chemdraw, Chems sketch, SPBDV, Protein modelling, Bioinformatics tools, 3D -QSAR, SEO tools (plagiarism), FLARE Professional, SPSS software, R software, AutoDock, ArgusLab, mestrec software, Mercury, INBLIBNET and many more such E-Learning and online resources were employed to further Quality in academics.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://sfc.winnou.net/
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

98

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	View File

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

Academic Calendar is chalked out meticulously by the the Principal, Vice Principal, Controller of Examinations and Dean Academics in consultation with Heads of Departments and is maintained as a Francisian Handbook to achieve academic goals. Conversely, apart from the fixed schedule that reviews the academic plans, dynamic short-term plans surface to accommodate in the best interests of the learners needs. The Calendar includes Vision & Mission. College prayer song, History of College, Department details, Committees, Examination information with timelines and Guidelines for Code of Conduct and other relevant information for quick reference. It lays out the Day-to-day activity scheduled for the year with National Holidays, Examination dates and other Commemorative Days. The Handbook is made available in both formats - Online and Hard Copy.

Apart from a top-down approach, a bottom-up approach is also incorporated to create an integrated planner-academic teaching diary wherein each department Head reviews the plan and validated by the Principal monthly to corroborate learner's needs and Institutional competencies and Objectives.

Academic planning aids in achieving the Mission of the college

aligned with the Institution-wide learning outcomes and, a concerted effort to establish the future of the learners.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

178

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	View File
Any additional information	View File

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

2020-21 : 46 ; 2021-22 : 53

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	View File

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

1555

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

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

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	View File

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

119

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

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

Examinations and evaluations are an integral part of the higher education process. College has unceasingly adopted reforms to ensure flexibility in conducting examinations, fair evaluation and declaration of results on time.

Promotion of all students during pandemic as per UGC guidelines was adopted. New pass percentage criteria (w.e.f. 2020) and new semester grade sheets were embraced. Interface to manage flexible attendance eligibility criteria to appear for the examination was developed, digitization of answer scripts, onscreen evaluation of UG papers and generating QR code for encoding the answer scripts were a few other measures implemented. A digital backup of the Answer Scripts is also maintained. Hall ticket generation is mandated with the students feedback submission, a measure to ensure quality education.

As per university norms, differently abled students' pass percentage

criteria saw an overhaul and an interface to track the slow learners from Internal Assessments was developed.

Complete automation of PG Diploma courses was done in 2020-2021. It includes different grade scale, pass percentages, entry of marks and printing of the certificates. College was registered on NAD digital locker. Exam invigilation details are generated and communicated through Winnou portal.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://sfc.ac.in/AOAR/AOAR-2021/criteria%202/2021-22Criteria%20%20Files%20for%20the%20Website/2.5.3-Exam%20Branch%20Manual/EXAMINATION%20MANUAL-2020-2021.pdf

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

Course Outcomes are framed for all courses in the program during the commencement of the semester adhering to Blooms' Taxonomy levels. Heads of Departments along with subject faculties and domain experts discuss and frame the Course Outcomes.

Programme outcomes, programme specific outcomes and course outcomes for all programme offered by the Institution are stated and displayed on website, prospectus and communicated to students and teachers. The POs and COs are printed in the prospectus and in the syllabus copy. PO, PSO, CO are included in Academic planner, Lab Manuals, Feedback Survey and Alumni Survey The teachers are given general orientation at the beginning of every academic year which is followed by the departmental meeting. The faculty is recruited based on their qualifications, experience, ability to deliver the POs and Cos and encourage to upgrade their subject knowledge and keep pace with the dynamics of the market. The programme outcomes and course outcomes of the parent university and other higher education institutions are also taken into consideration. College supports staff in faculty development programs, training sessions, workshops, and seminars to enhance attainment of POs and COs.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	http://sfc.ac.in/pdf/UG&PG_Programmes_Program-Specific-Outcomes,Program-Specific-Outcomes,Course-Outcomes.pdf

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

The Outcomes of programmes offered by the Institution is evaluated for Internal Assessments and End Semester Examination by the individual Faculty to ensure the attainment is fulfilled.

Programme outcomes:

When the syllabus is structured, a well formulated set of Programme Outcomes are enumerated which supports the institutional mission for an effective assessment programme and the focus is on understanding fundamentals very well and learning new skills/competencies that would enable individuals to cope with the demands of the rapidly changing environment.

Programme Specific Outcome:

The PSO is meant to apply to all programs which deal with the list of discipline-specific and multi-purpose skills, values and areas of knowledge in graduating students. The students are endowed with vocational skills apart from regular course subjects for further career options.

Course Outcome: Each course is designed with specific objectives, providing maximum

opportunities for employment, higher studies and entrepreneurship. The attainment of the Outcomes is reviewed periodically by the department and the Institution as a whole in collaboration with IQAC, measures to be adopted by the faculty to ensure attainment. The POs/COs are thus in line with keeping the prime motto of the college i.e. empowering students and preparing them to be catalysts of change.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://sfc.ac.in/AQAR/AQAR-2021/criteria%202/2021-22Criteria%20%20Files%20for%20the%20Website/2.6.2%20PO%20CO%20Attainment/SFC%20P0%20CO%20ATTAINMENT.zip

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

1319

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://sfc.ac.in/AQAR/AQAR-2021/criteria%202/2021-22Criteria%20%20Files%20for%20the%20Website/2.6.3-Pass%20Percentage%20%20Annual%20Report/Exam%20Branch%20Annual%20Report%202020-21.pdf

2.7 - Student Satisfaction Survey

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

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

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

Research

Vision of the institution is to provide Holistic education to empower women with values, commitment and Social Responsibility. St. Francis College believes in striving towards Excellence in Academics and Exploration of knowledge through Research.

Research Ecosystem

The objective of the institution is to encourage Faculty and students to pursue Research and excel in the area of Research and Academics. A comprehensive Research policy is drafted in this regard

Established Research Cell

College has a well - established Research cell with Faculty wise coordinators who organize and conduct research oriented activities to drive staff and students towards Research. The cell promotes the scientific research and motivate staff and students to engage in research activities to promote innovation, teaching and learning process. The cell ensures quality research with highest standards of academic integrity and ethics. Research cell also ensures that techniques used do not violate established ethical guidelines listed according to ICMR for sciences and ICSSR for commerce and Social sciences. The faculty members are oriented and motivated to initiate In-house projects and are given assistance in approaching various funding agencies. The faculty are actively involved in research and completed 3 major and 24 minor research projects funded by UGC and published research papers in peer reviewed journals listed in UGC care list, WoS and Scopus. The faculty also present papers and have been awarded best paper at various International and National Seminars and Conferences.

Seed money for Research

Seed money is provided for the Faculty involved in research as per management's decision after it goes through review committee. One to two years fully paid leave is provided by the Institution for staff taking up doctoral studies. Financial awards are given to those who publish research papers in peer reviewed journals on Teacher's day. As an initiative to support and encourage faculty members towards research, the college management in the year 2021 has taken a decision to fund 16 lakhs for eight minor research projects with 2 lakhs grant for each.

Research Centre and Central Instrumentation facilities

The Institution has a well- established Microbiology Research Centre, affiliated to Osmania University - Louis Pasteur Research Lab for students to pursue PhD. 3 of the faculty (2 from Department of Microbiology and 1 from Mass Communication) are recognized Research supervisors who are guiding about 10 students.

Faculty carryout collaborative research activities with National institutes - CCMB, IICT, CDFD and University of Hyderabad. 4 Patents are published by faculty members from the Departments of Microbiology and Computer Science.

The Central Instrumentation facility- AXIS - allows faculty and students to carryout Inter-Disciplinary Research.

Inclusion of Project work and Dissertation as a compulsory paper across faculties for UG and PG programmes contributes to enrichment and application of knowledge in solving, analyzing and exploring real life situation. Research Projects have been a quality initiative to provide students an opportunity to explore independent learning. Students are encouraged to present papers at various Seminars and Publish their work in peer reviewed journals. The 3 years of Under Graduate study and 2 years of Post Graduate study ensures that the students Graduate as intellectually competent, independent women ready to explore and take up new challenges

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	https://www.sfc.ac.in/pdf/research-policy.pdf
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)

16.9

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	View File
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

9

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)

16

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	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

8

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://sfc.ac.in/AQAR/AQAR-2021/criteria%203/3,1,2.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

3

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
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

4

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	http://sfc.ac.in/research-projects-publications.php
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.

St. Francis College for Women has always encouraged initiatives for creation and transfer of knowledge to the student community. COFEE (Commerce Organization for Emerging Entrepreneurs) an organization founded by the Department of Commerce for inculcating and enhancing organizational, managerial and leadership skills of students is

another initiative in this direction. This is done through several activities, competitions, guest lectures, study tours and student outreach programmes. The Department of BVoc RM & IT, started Bethel Retail Store the threshold of learning which aims at providing the students of Retail Management with hands on experience of managing a Retail Store.

Institution has created an eco system for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, Incubation etc. The faculty and the student community of St Francis college for Women has contributed to the innovation ecosystem by the conduct of various activities which emphasizes on solving critical issues and providing the sense of motivation to the students to become entrepreneurs. The activities aim at striking the creative and innovative ability of the community to bring the best. The institution has worked on different areas through its innovation hub. Centre for Entrepreneurship development: Eureka- The Innovation Hub, devised a system to guide and motivate students and to unleash and realise their potential and become Entrepreneur and witness the essence of Start- up culture and its benefits to them as an individual in this competitive environment . This Center runs with the objective of providing guidance on ideas conceived , moral support to the newbies in the entrepreneurial culture, methods of availing the financial assistance, and discussing ample other resources for the successful implementation of the business idea. Entrepreneurship awareness workshops have been organized in collaboration with renowned speakers from T-Hub, TedX speakers and by Cofounders of different companies. Management based seminars and workshops relating to the root task of designing the "Business Model Canvas" have been organized by the center for the students to give them an idea to understand in depth their idea and run their entrepreneurial venture. The center motivates students by administering competitions related to entrepreneurship where the students get hands on experience on challenges likely to be faced in the initial stages of their business ventures. An inter-disciplinary collaboration between different sub-teams of Eureka are working towards researching and organizing of innovation projects for students in entrepreneurship. These sub- teams comprise of students from different academic streams which brings variety of opinions and ideas.

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

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

File Description	Documents
Report of the events	View File
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

B. Any 3 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	View File
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

3

File Description	Documents
URL to the research page on HEI website	http://sfc.ac.in/pdf/phd-enrolled-in-research-centre.pdf
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

75

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

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

13

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

36.5

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

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

2

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
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)

0.165

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	View File
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

0.44

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

Extension activities :

St. Francis College for Women has always considered social awareness as a priority and to be inculcated in the students. Therefore numerous opportunities are given to its students to participate in various social outreach programmes. The College has a strong NSS team with four units comprising of 100 students each. Each unit is supervised by a Program Officer. Besides this a well developed NCC Program has been operational in the college for the past few years. In addition to this the college has incorporated outreach and extension activities into its regular curriculum. The college offers social management as one of its subjects in the undergraduate programs. The Post Graduate students also spend 30 to 60 hours on extension and outreach activities. This is to encourage the students to use their subject knowledge to help the society they live in. The various extension activities conducted can be broadly categorized under the following heads - Awareness programmes - Health awareness, Mental health awareness, AIDS awareness, Anti drug awareness, Human rights, Gender sensitization and issues, etc. Besides these a number of health camps were organized such as eye camps, blood donation camps, cancer screening, etc. Students also participated in numerous awareness 'walks' and 'runs' organized by NGOs from across the city. Youth empowerment programmes and electoral rights programmes have also been carried out by NSS volunteers. Many literacy programmes to develop scientific, mathematical skills, language and computer proficiency have been conducted in government schools across the

city. Personality development and career guidance sessions provide the students extra support to achieve their dreams and aspirations. Some programmes involved raising funds to provide scholarships to a few deserving underprivileged girls. Social outreach also included visiting various institutions such as old age homes, orphanages; home for the destitute and the disabled. In such programs the students would interact with the inmates and develop empathy and compassion for them. Many times students have mobilized resources and donated cash and other necessities to those institutions which were in dire need of them. Besides these programmes students have contributed generously during the time of any Natural disaster (Kerala floods, etc.) and reached out to help the affected population by mobilizing and donating money and necessities. Climate change and protection of the environment are other issues taken up and numerous tree plantation drives, particularly under the Haritha Haram scheme, have been conducted. The Swachh Bharat Abhiyaan evoked a lot of enthusiasm in the students and every year numerous campaigns and activities are carried out under its banner. The various outreach activities instill social responsibility and commitment in our students leading to a more Holistic development of their personality.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sfc.ac.in/social-outreach.php

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

1

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	View File

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)

48

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

10598

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**

78

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)

10

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
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 college is well- equipped with modern facilities and learning resources to achieve academic excellence according to its vision and strategic objectives.

- 75 spacious lecture halls fitted with a public address system and equipped with audio-video facilities, LCD projection screens.
- Sophisticated equipment available in the laboratories is not redundantly duplicated and availability is ensured by judicious time-sharing. Sharing of laboratory facilities is also encouraged between faculties. Apart from the central facilities, such as, Computer Center, Central Library, Internet resource centre, there are many laboratories that cater to students from other faculties. All laboratories are furnished with the latest necessary equipment to deliver the best standards of education
- The college has large conference halls, wherein seminars, workshops, extension lectures, Interactive sessions with experts from the industry are often conducted.
- A team of system administrators, assisted by competent lab faculty maintain the computers, and other ICT tools available in the classrooms and labs. Repair/ up-gradation/ purchase of hardware/software, proper functionality of internet/intranet/LAN facilities are also taken care of by the system administration team. In case of requirements like printer cartridges and other stationery items, the Department Heads could place an order /request through ERP and the requirements are procured promptly.
- The college has a Research Resource Centre for advanced level experiments, and research.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sfc.ac.in/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 college has an auditorium with an area of 20,000sq ft. An impressive stage with its state of the art acoustics, attached green rooms and other accessories contribute to the success of all cultural and other events conducted here.

In order to promote a spirit of healthy participation and cooperative sharing of achievements in games the college has a multi-purpose Indoor Stadium with an area of 12,000 Sq. ft. The college has playgrounds, indoor stadium, gymnasium, yoga centre which are utilized by staff and students to the maximum. The faculty and coaches of the Physical Education Department monitor the sports infrastructure and ensure proper use of the same by students/staff.

The college has two large conference halls with seating capacity of 200 plus, wherein seminars, workshops, extension lectures, Interactive sessions with experts from the industry are often conducted. The college has a boardroom and Senate Hall with state of the art equipment to cater for the various meeting requirements. SFC is totally dedicated to a clean and green environment. This commitment is reflected in its expansive and green campus housing innovative spaces. The First Aid Kit is kept handy at all times for the students. Aaharam, the college canteen, Aaram Viram that helps students relax, student corner, the fitness center and health center, provide the much-needed comfort zone on the campus. The American corner serves as research and resource centre. It aids in the application of Fulbright -Nehru and other Fulbright fellowship for students and teachers. The two Prayer Rooms on the first and third floors provide the much-needed serene ambience for the spiritual minded

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.sfc.ac.in/facilities.php

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

63

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)

466.32892

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
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)

Library is fully automated through ILMS software called "SLIM" . It was installed in the year 2002, version 3.6.0 . It is maintained by Algorithms Consultants Ltd. Pune. This software has been upgraded continuously to "SLIM 21" which uses bar-code technology. Using bar-code, our library management system keeps records of lending, borrowing and shelving status of items such as books, audio or video tapes, CD's DVD's .

ILMS helps us to catalogue books, e-books, films, sound recordings,

drawings, clippings, articles, reports, letters, pamphlets, serials publications, all those things that contain information so vital to our organization. SLIM21 cataloguing adheres to popular international standards. SLIM21 is designed and developed in modules to take care of complete functionality required for automating libraries. It catalogues any type of material, print as well as non-print. It supports material in digital form and helps us to build digital library.

Various services by ILMS software are given below:

- Front desk operations
- Issue / Return with Barcode
- Letter Generation
- The Journal Title Information includes:
- Acquisition system covers
- On-line Search Facilities for Readers

The key aspect of a learning resource centre is a application of self study in a variety of different ways.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sfc.ac.in/library.php

4.2.2 - Institution has access to the following: e- A. Any 4 or more of the above journals e-ShodhSindhu 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	View File

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

6.68

File Description	Documents
Audited statements of accounts	View File
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

413

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

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

Professionally qualified staff maintain the computers, and other ICT tools available in the classrooms and labs assisted by competent lab faculty. Faulty computer components are repaired or replaced as required. The campus is under CCTV surveillance, ensuring the safety/security of the persons and equipment. The Internet Resource Center, serves both the faculty and the students by providing Internet Access and online resources with broadband connectivity. Staff and students can access any information they want over the Internet thus extending the boundaries of learning from the classroom to the time and place of their choice. A number of classes are regularly scheduled and some faculties occasionally reserve the labs to teach their students some special applications or give an online exam. All the Staff rooms, Labs are facilitated with Internet and Wi-Fi accessibility.

- Maintenance of UPS

- Maintenance of AV systems (Projectors, Audio Systems and Smart Class Room)
- The campus is under CCTV surveillance (160 No. s)
- EPABX system (Intercom)
- Internet Lab Available for Staff and Students
- Campus Wi-Fi Available for Staff, Students and Guest
- The Library is fully automated.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sfc.ac.in/AQAR/AQAR-2021/criteria%204/4.3.1%20IT%20expenditure%201.04.2020%20to%2031.12.2021.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3772	602

File Description	Documents
Upload any additional information	View File

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

A. All four of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sfc.ac.in/AQAR/AQAR-2021/criteria%204/4.3.4%20E-content%20links%20.docx
List of facilities for e-content development (Data Template)	View File

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)

46632892

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.

Describe the adequacy of facilities for teaching -learning as per the minimum specified requirement by statutory bodies within a maximum of 500 words

The college has contemporary infrastructure and facilities that cater to the needs of the faculty and the Students on the campus. Personnel incharge at various levels, ensure the proper and optimal utilisation of the resources/facilities. Professionally qualified staff maintain the computers, and other ICT tools available in the classrooms and labs assisted by competent lab faculty. Faulty computer components are repaired or replaced as required. Labs in each department are furnished with the latest equipment. Proper use of laboratory equipment is explained to students. The log/ stock registers are maintained, and stock checking is done at the end of the academic year. Departments identify the required equipment, chemicals or samples for the next academic year, and the list is submitted in principal's office for approval before procurement. All the information/ instructions pertaining to the labs/ experiments is regularly updated on the notice board. The college has set up a Research Resource Center as a central facility for advanced level

experiments, project work and research. Machines and equipment are supported by periodic maintenance. Apart from sophisticated scientific research instruments, this list includes the RO water purifiers, air conditioners, EPABX system, CCTV network, Wi-Fi network, etc. The Library is fully automated and has over 88,000 books, apart from online books and journals. All the Staff rooms, Labs are facilitated with Internet and Wi-Fi accessibility

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sfc.ac.in/facilities.php

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

0

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	No File Uploaded
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

133

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life

A. All of the above

Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

File Description	Documents
Link to Institutional website	https://sfc.ac.in/pdf/Annual%20Report%202020-2021.pdf
Details of capability development and schemes	View File
Any additional information	View File

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

978

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted 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

A. All of the above

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

5.2 - Student Progression

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

454

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

555

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
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

24

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

22

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

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

The student council of St. Francis College for Women was constituted, in order to provide an opportunity to foster skills like leadership, communication, teamwork, organization, negotiation, diplomacy and public speaking. It is a central student body, elected by the students working together to coordinate all student - led events and activities on campus. They work in coordination with the office of Dean Academics and Dean Student Affairs. The council consists of seven positions: President, Vice President, General Secretary (one each from UG & PG), Treasurer, Cultural Secretary and Sports Secretary. The Council acts as an interface between the students, faculty and the management. They conduct regular meetings and work towards promoting and coordinating centralized student activities in the college including Fresher's Day, College Fest, Teachers Day and any other activities that do not come under the purview of the already existing student club activities. In addition to planning events that contribute to overall student's welfare, the student council acts as a voice of the collective student body. They help in identifying student issues and work towards an amicable solution with the appropriate guidance from the management. They contribute to the development of a well-informed participative and a vibrant student community.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sfc.ac.in/Gallery-Student-Council-Investiture2021.php

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

38

File Description	Documents
Report of the event	View File
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

In the last 61 years, the institution has carved a niche for itself in the field of higher education for women. Established in the year 1994, the "St Francis Alumnae Association" now has more than 40,000 members, with many notable in their respective fields. The alumnae have generously contributed to the infrastructure development of the college and also in academic matters, student support as well as mobilisation of resources- both financial/non-financial. Regular meetings & annual reunions are a common feature to contribute to the enrichment and growth of the college.

The Alumnae also offers its help to the enrichment of college in different capacities

- Part time counsellors
- Facilitators in Career Prospects
- Distinguished Lecture Series
- Staff welfare activity

- Alumni Connect- Orientation to the outgoing students.
- Facilitators in Human Values sessions.
- Guest Speakers in various occasions
- Arrange Field trips to students
- As Faculty members
- Outreach programmes to the underprivileged
- Staff Health Insurance

With the Alumnae spread across length and breadth of the globe, they are the most loyal supporters, extending their special connection with their alma mater. They contribute in all possible ways to the institution that continues to be a beacon of excellence in the field of education.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	http://sfc.ac.in/sfcplus-alumnaeconnect.php

5.4.2 - Alumni's financial contribution during the year B. 10 Lakhs - 15 Lakhs

File Description	Documents
Upload any additional information	View File

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

St. Francis College has its vision based on the vision of the founders of the college. The governance of the college matches with the vision and mission of the college.

Vision of the college is "Holistic Education for the Empowerment of

Women” ,

Mission of the college is Motivating students to become

- Intellectually Competent
- Morally Upright
- Socially Committed
- Emotionally Stable
- Spiritually Inspired
- Patriotic Women citizens of India

The core values of the institution enveloped towards integrity include

- Pursuit of excellence
- Developing civic and social responsibility
- Instilling faith driven optimism
- Developing respect for self and others
- Promote stewardship of resources
- Inculcate a disciplined approach

St Francis college for women has a strong and committed institutional leadership with an established system of governance. The college has a systematic process of representation by each stake holders such as Principal, convener of different committees, Teaching-staff, IQAC committee, non-teaching and support staff, student's council, student representative (C.R.), alumni and parents association. Such representation provides an opportunity for each of the stake holders to participate and contribute to the betterment of the governance of the college. All major policy decisions be it academic or administration are taken after thorough discussions and consultative process in a transparent manner.

There are many committees to support the vision and mission of the college such as Examination committee, Academic Audit Committee NSS, NCC, counseling cell, library and sports committee, cultural and literacy committee, faculty development cell, college-magazine committee, disciplinary committee, placement cell, grievance redressal committee, etc.

All the committees take its responsibility for the plans and activities, and successfully fulfil their responsibilities in every academic session.

The Departments fosters a healthy competitive atmosphere among themselves and each one strives to accomplish excellence in their standards. Departmental meetings are held every month to review the work done and to plan ahead for academic and professional excellence.

The entire college strives toward excellence as a team aiming toward providing quality education along with commitment towards society.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	http://sfc.ac.in/vision-mission.php

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

The Institution follows decentralization and participative management by delegating responsibilities to various individuals who hold responsible positions in the college such as Vice Principal, Dean of Academics, Heads of Departments and Coordinators for various academic programmes and committees. There are several statutory committees that help in planning the schedule of activities for the academic year. The Institution follows the strategic plan envisioned by the management. Feedback from the stakeholders is incorporated while drawing up the academic plan for the year. Review of curriculum and syllabus is carried out periodically by all the departments. The Boards of Studies offer constructive suggestions in the review of curriculum. The Heads of departments follow a consultative process in seeking opinion and feedback from the faculty members of their departments in academic and administrative matters. This feedback is conveyed by the heads of departments to the Principal and appropriate action is initiated. Every department has a SPOC who manage the day-to-day activities of the department and keeps a track of co-curricular and extra-curricular activities in the department. Several faculty members hold responsible positions such as Dean Academics, Dean Student Affairs, Coordinators of various committees and academic programs., members of Academic Council and Governing Body. Faculty members are actively involved in the decision-making process. The decision-making process in the college is carried out through the Governing Body - Board of Management & Principal - Academic Council -- Heads of Department & Program Coordinators - Departments - Boards of Studies. The staff association provides inputs to the management on issues of

importance to ensure informed decision making. Besides there is student representation in Academic Council and IQAC ensuring incorporation of stake holder interest. The college has successfully implemented the strategic plan (2012-17) and has drawn up the strategic plan for 2018-23 through a consultative process.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	http://sfc.ac.in/pdf/strategic-plan-2018-2023.pdf

6.2 - Strategy Development and Deployment

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

The institutional Strategic/Perspective plan is effectively deployed through Quality improvement strategies adopted by the institution for each of the following

Curriculum Development: The college follows a well-structured process for Curriculum design and development. The Head of the Department and the faculty members initiate the idea for new curriculum development based on the regular feedback that is initiated. Inputs from University representatives, industry experts, Alumnae and scientists are obtained. The department undertakes the curriculum design and development. The curriculum developed is presented to the Principal and Management for approval. After this it is presented to the Board of Studies for approval followed by Academic council ratification. The final sanction is by the Governing body after which it is implemented. Periodic revision of curriculum is undertaken, and new courses are introduced. The revised CBCS curriculum for UG and PG programmes was introduced for students joining 2020 batch in June 2020.

Human Resource Management :

Recruitment policy: The college has set a high bench mark for recruitment.

Highly qualified candidates with PhD. NET qualified are preferred.

The recruitment is based on scanning the CV of the candidates who have applied.

The shortlisted candidates are called for an interview and Demonstration lecture. Suitable candidates are selected. The faculty members submit self-appraisal forms every year to the IQAC. The self-appraisal forms contain details of the faculty member's Academic Contribution, Research Publications, Awards, Participation in extension, innovative teaching methods adopted. The student feedback of faculty teaching performance is submitted to the principal and suitable action is initiated if the faculty member is found wanting in any area. Feedback on non-teaching staff assigned to a particular department is provided by the concerned Heads of Departments to the Principal and appropriate action is initiated.

Examination and Evaluation: The evaluation system comprises of continuous assessment (40 marks) and end semester examination (60 marks). The continuous assessment includes skill-based assessments (20 marks) and written exam (20 marks). The office of the Controller of Examinations uses a comprehensive Examination ERP that provides for online registration and generation of nominal rolls, downloading of Hall tickets, coding of answer scripts, publication of results

and printing of certificates. To improve academic quality, results of various programmes are reviewed semester wise by the IQAC. Students can

apply for revaluation of the semester end examination answer scripts. PO's, PSO's and COs are displayed on the website.

Research and Development: The college has well defined policies for Research, plagiarism, IPR and consultancy. Code of Ethics is in place. The faculty research cell coordinates research activities in the College. Research facilities include state of the art laboratories, AXIS Lab, Louis Pasteur research laboratory, Darwin virtual laboratory, plant and animal tissue culture laboratory, Media laboratory, Green house and Poly house, Green matte studio, Internet resource Centre, SPSS software, mathematica7, MathCAD 10.5, statistica, flare professional. An exclusive research Centre for Microbiology is available. Faculty have published patents and some of them are qualified research guides. Faculty have publications in Scopus, WoS indexed and UGC recognized journals.

Library, ICT and Physical Infrastructure / Instrumentation: We believe that upgradation will allow everyone to make the best use of opportunities and also improves resource efficiency. Annual

membership for SLIM 21 software with an SMS package, digital databases Delnet and Nlist were renewed. Flip barriers were installed at the library entrance, giving an exact count of student and faculty logins. Wooden furniture and notice boards have replaced old ones ensuring a smooth teaching and learning experience. Computers too have been upgraded with appropriate hardware and software to ensure seamless working of the same. A multipurpose electronic scoreboard was fixed in the indoor stadium thus improving sports Facilities. Pilot study has been initiated with K -NIMBUS agency for online digital e-library with facility of remote access.

All the students and Faculty were enrolled in the INFLIBNET - N-List and provided access to e-resources. This has opened an opportunity to all the students in enriching / updating their knowledge while staying at home. All Faculty members were enrolled in National Digital Library of India for access of e- resources for their online classes. A high-quality scanner named (Scan cam) has been added to the library to facilitate scanning of learning content by students.

Library, ICT and Physical Infrastructure / Instrumentation: We believe that upgradation will allow everyone to make the best use of opportunities and also improves resource efficiency. Annual membership for SLIM 21 software with an SMS package, digital databases Delnet and Nlist were renewed. Flip barriers were installed at the library entrance, giving an exact count of student and faculty logins. Wooden furniture and notice boards have replaced old ones ensuring a smooth teaching and learning experience. Computers too have been upgraded with appropriate hardware and software to ensure seamless working of the same. A multipurpose electronic scoreboard was fixed in the indoor stadium thus improving sports Facilities. Pilot study has been initiated with K -NIMBUS agency for online digital e-library with facility of remote access.

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The grant for SFC Minor Research Project in Science is Rs. 2,00,000/ for a Period of 2 years and grant for Minor Research Project in Humanities, Social Science, Languages, Literature, Arts, Commerce,

Management, Sports, Library, and allied disciplines is Rs. 1,50,000/ for a Period of 2 years

Teaching and Learning: Student centric teaching methodology, that incorporates experiential and participative learning along with problem solving techniques is adopted. Several strategies to cater to the requirement of advanced and slow learners are adopted. Faculty have access to ICT tools and resources for delivery of teaching content. A record of topics covered hour wise by the faculty, Innovative teaching methodology used is recorded in the teaching diary. This helps to plan and review the teaching methodology. Coursera on campus facilitated availability of a wide variety of online courses for students and staff during the pandemic. The student and faculty enrolment in these online courses was very impressive. The decision to start classes online for the academic year 2020-2021 was taken by the management. Several Initiatives by the college were undertaken to train faculty members in Online Teaching Tools and Techniques. Students and Faculty members were oriented by the Department of Computer Science on using our ERP platform sfc.winnou.net to access online classes. Google Meet for Classes, Google Classrooms for assessments and other software for student presentations were used. MoU's to faculty exchange have been signed by the departments of Microbiology with Kasturba Gandhi College, Secunderabad, and Biochemistry with Srimad Andavan College , Tiruchirapalli in 2021 to facilitate Faculty exchange.

Industry Interaction / Collaboration : The college strives to match its aspirations with the demands of the globally competitive industrial environment. On the job trainings, mandatory internships, project evaluation by industry, Entrepreneurial development seminars, Extension lectures by practicing managers, campus interviews by leading companies are some of the initiatives in this direction. The Board of Studies of several departments have an expert from the industry as a member. Besides experts from the industry are members of the Academic Council and Governing body thereby ensuring that curriculum design incorporates industry needs. Eureka - The Innovation Hub is the entrepreneurial hub of St Francis College for Women and has organized events, workshops, and webinars during the academic year 2020-21 in an attempt to help students of different academic backgrounds get the understanding on entrepreneurship and its essence. They organised workshops on nurturing entrepreneurial talent, develop knowledge and skills among students and boost their inner urge of becoming self-employed in the future, webinar on business model canvas, and an on encouraging the students to hone their entrepreneurial skills. Several MoU's with institutions of

National importance, corporates have been signed to facilitate Internships , skill development , R& D services for students

Admission of Students : The college admits students based on merit and the permitted number of seats available per program. Being a minority institution seats are reserved for minority, socially disadvantaged and poor students. In addition to the applications received for the self financing programs, the college admits students through DOST by the state government for the aided programs.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://sfc.ac.in/pdf/strategic-plan-2018-2023.pdf
Upload any additional information	View File

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 institute has a vision of Holistic Education for the Empowerment of Women The leadership of the college is through participative management all the way through structured organizational system with the involvement of all the Stakeholders.

The key components of organizational structure of the college are Governing body, Principal, Head of the Departments, Teaching staff, Support cells/Departments and . non-teaching staff.

At the apex, the governing body scrutinizes every aspect of the college life. The members participate in functions related to create teaching and administrative posts, to determine number and qualifications and emoluments in consultation with the Finance Committee. They also approve the award of Degrees and diplomas based on the results of examinations. The matters regarding infrastructure development and additions are also discussed by them. They scrutinize and approve the minutes of the Finance committee

The IQAC with the Principal heading it, coordinates and supervises every aspect of college life and constantly monitors the quality by setting benchmarks in every area and ensuring that quality is sustained and enhanced.

The Principal assisted by the Vice - Principal and Dean of Academics takes care of the overall academic and administrative life of the college on an everyday basis.

The Heads of Department have numerous responsibilities in allotting workload, managing all the activities of the department including student and staff issues.

The college functions through several committees such as the faculty development committee, examination committee, Anti Ragging Committee, for the smooth conduct of all the affairs of the college both curricular and co-curricular.

The Academic Council is the principal academic body which monitors the maintenance of standards of teaching, learning, research and training, approves the syllabi and results of the examination conducted by the institution.

The College Development council is the principal Planning Body of the Institute and is responsible for the monitoring of the development programs of the Institution. The council makes programs and plans to implement the decisions taken at the various high-level bodies of the college.

The other important committees include the Finance Committee which considers the annual accounts and financial estimates of the Institute and submits them to the Management for approval and recommends the annual budget and revised estimates to the Management.

The Board of Studies looks after all curricular matters especially regarding restructuring the curriculum.

The sports, cultural committees take care of the co-curricular and extra curricular activities of the college.

The Social Outreach committee is involved in all the social initiatives of the college.

The Library committee promotes and kindles the interest among the staff and students on gaining knowledge

The Grievance redressal cell, headed by the Principal takes care of every grievance that is brought to the notice and necessary action if needed is initiated

The student council also plays an important role, as they stand as representatives of the student community and voice for them before the management.

File Description	Documents
Paste link to Organogram on the institution webpage	http://sfc.ac.in/administration.php
Upload any additional information	View File
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	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

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

In our Institution Staff welfare is given foremost importance. In connection with this, Existing welfare measure for teaching and non-teaching staff are itemized below:

TEACHING

- Gratuity for the staff
- EPF
- Exception of invigilation duty for the staff pursuing Ph. D.
- Regular medical checkup for the staff and students free of cost. Also, many health awareness programmes are undertaken
- Free Wi-Fi connectivity in campus and provision of adequate computers in each department.

- Seed money is given who submit their PhD thesis
- Cash incentives for Research articles published by the staff
- Sponsorship or On Duty assistance provided to attend National and international academic conferences
- Concessional fee for children of faculty for using Indoor Sports facility.
- The college provides for admissions of eligible children of employees to pursue the choice of their course and 50% concession in the fee.
- Fitness center facility for the faculty.
- Service protection with extension of maternity leave.
- Health Insurance for staff

Non-teaching staff

- Gratuity for the staff
- EPF
- Health Insurance
- Helps the non-teaching staff with monetary help in case of emergency and towards the education of their wards.
- Provision of Interest free loans to the support staff.
- Regular medical checkup for the staff and students free of cost. Also, many health awareness programmes are undertaken
- The college provides for admissions of eligible children of employees to pursue the course of their choice and 75 % concession in the fee
- Service protection with extension of maternity leave
- Free Wi-Fi connectivity

File Description	Documents
Upload any additional information	View File
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

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

15

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

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.)

178

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

College has the mechanism to have both internal and external audit. There are three categories of audit conducted in the college. 1. The internal audit. 2. The audit from the Office of Commissioner of College Education, Hyderabad 3. Office of the Accountant General, Telangana Government The internal financial audit is conducted twice a year. The first audit for the first nine months of the year i.e.,

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

File Description	Documents
Upload any additional information	View File
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)

13.04318

File Description	Documents
Annual statements of accounts	View File
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

All efforts are made for optimum use of the resources in the college. The main source of the income is the tuition fee collected from the students and more than 75% of the fees collected is used for the payment of salaries to the staff. The rest of it is spent for the maintenance and miscellaneous expenditure incurred in running the institution.

The college is endowed with good infrastructure hence the management puts it to the best use.

Some of the initiatives taken by the management in this direction include:

1. Staggered timings of the college - in order to accommodate more students in the college classrooms.
2. The college receives rent for letting out the classrooms for coaching centers in the city to conduct their classes outside the college working hours
3. The college has outsourced the canteen facility and gets a regular monthly rent for the use of the premises
4. A room is also rented out for the sale of Stationery
5. The huge indoor sports stadium is let out for tournaments and other competitions

These above stated initiatives of the college could not be carried out due to the pandemic

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)

The IQAC has contributed for institutionalising quality assurance strategies and processes through incremental improvements post accreditation. These initiatives include

INTRODUCTION OF NEW CERTIFICATE PROGRAMMES

The following new certificate programmes were introduced during the academic year 2021-22.

1. German Language

2. ABC of Baking

The following new Programmes were approved by Management board to be introduced in June 2022.

NEW PROGRAMMES

1. BMS (Business Analytics)

2. B. Sc Mathematics/Statistics/Economics

3. M. Sc Data Science

4. M. A. English

5. B. A. Integrated Civils Programme

DIPLOMA COURSES

1. PG Diploma in Travel and tourism

2. PG Diploma in FINTECH

3. PG Diploma in Analytical Chemistry

4. PG Diploma in Fitness & Nutrition Management

5. Diploma in Personal Taxation

6. Diploma in Personal Finance & Wealth Management

7. Diploma in Innovation & Design Thinking

8. Diploma in Digital Marketing

9. Diploma in Video Editing

10. Diploma in Cyber Security

CERTIFICATE COURSES

1. Quality Management for Business Excellence (Online)

2. Advanced Excel/Financial Modeling

3. GST (Online)

4. International Business Essentials (Online)

5. Public Speaking and Basic Presentation Skills

6. Quality Control & Assurance in Food Industry

The college awaits the approval of the BoS , Academic council and Governing Body for launching these degree programmes in June 2022

SFC Minor Research Project Grant Scheme 2021-2022

Research endeavours have been a regular feature of the heritage of St. Francis College. The SFC minor research grant scheme is designed to motivate the faculty members to embark into research arena and thereby strengthen the research spirit in the college. The management intends to provide financial support to help SFC faculty members to pursue research work along with their academic engagements.

Objectives:

- To foster research temper among the faculty
- To encourage interdisciplinary research work
- To motivate original ideas and talent.

Grant Budget:

For SFC Minor Research Project in Science - Rs. 2,00,000/- Period 2 years .

For SFC Minor Research Project in Humanities, Social Science, Languages, Literature, Arts, Commerce, Management, Sports, Library, and allied disciplines - Rs. 1,50,000/- Period 2 years(etc.).

Duly filled in project proposals will be assessed by the Principal and the Research Committee (RC). The final decision on release of grant will be taken by the Principal. 8 Faculty members were granted Minor Research projects and the total value of grants is Rs 16,00,000.

Collaborative quality initiatives with other institutions

The following collaborative initiatives with other institutions were initiated

- MoU with Mentor Mind, Hyderabad to facilitate Internships. The duration of the MoU is for a period of 2 years from 24-4-2021 to 2023-2024
- Faculty Exchange Programme by Department of Biochemistry, SFC with Department of Biochemistry, Srimad Andavan Arts and Science College, August 17th, 2021
- Faculty Exchange Programme by Department of Microbiology, SFC with Department of Microbiology, Kasturba Gandhi Degree and PG College for Women, September 2nd, 2021
- Free Eye Camp for all Staff by Department of Biochemistry in collaboration with Win Vision Eye Hospital from October 29th, 2021 to October 29th, 2021
- MoU with The Routes Academy of Career & Eduventures signed on 29th Nov 2021 to facilitate Industry Visits and Internships. The duration of the MoU will be 5 years.
- The Department of Commerce signed an MoU with the National Stock Exchange (NSE) on Dec 8th, 2021. The duration of the MoU will be for a period of 3 years. The MoU entitles registered students from the Department of Commerce access to NSE's Knowledge Hub - and AI powered learning platform for all domains of Finance.

Several Capacity building activities for students for skill development and Career Guidance and Placement were organised.

CAPACITY BUILDING PROGRAMMES ORGANISED BY VARIOUS DEPARTMENTS FOR NON-TEACHING AND SUPPORT STAFF .

Several departments have come forward to organise capacity building programmes for non-teaching and support staff. The following capacity building programmes were organised

- Department of Botany organised a capacity building programme for Support on Primary health care through medicinal herbs on 27th July 2021
- Department of EVS organised a capacity building programme on Waste management for Support staff on August 26th 2021.
- Department of Economics organised a capacity building Programme on Basics of Banking operations on 30th Sept 2021
- Department of Commerce organised a capacity Building programme on Financial Literacy for non-teaching and support staff on 29th November 2021
- Department of Nutrition organised a capacity building programme on Healthy Diet for non-teaching on 10th December 2021

File Description	Documents
Upload any additional information	View File
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

IQAC initiates the design, administration, and collection of feedback from stakeholders. The online feedback is collected from Students, Faculty, Parents and Alumni. Student feedback is collected at the end of every semester. The IQAC periodically reviews feedback from stakeholders to incorporate improvements changes in the teaching learning process and map attainment of learning outcomes. The stake holder feedback is presented by the IQAC to the Principal and College Council during the IQAC internal meeting every year. The Action taken report on the feedback is recorded in the minutes of the IQAC meeting and is presented before the Governing body.

The IQAC organised the Academic and Administrative audit on February 18th, 2021, and September 14th 2021. The Academic and Administrative audit provided an opportunity for the various departments to showcase their best practices and served as a learning experience for all. It served as a mechanism to monitor and evaluate institutional processes through a well-designed systematic audit procedure

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

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)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://sfc.ac.in/pdf/Annual%20Report%202020-2021.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College has undertaken a plethora of measures to encourage gender equity and sensitization. Starting with introducing an exclusive course in Gender Sensitization which covers issues connected to gender spectrum, domestic violence, female foeticide and invisible labour being offered to the students as part of the curriculum, the institution's curriculum is also designed to hone the students into responsible entrepreneurs and professionals. Safety of the students being of paramount importance the college has installed CCTV facilities in its campus, Security Personnel are posted at the gate to screen anyone entering the campus to ensure that safety is uncompromised. The college has a Counseling Cell (AASRA) which renders counselling services to all student. The institution conducts webinars, orientations to students to inculcate in the gender equity principles. The institution provides common spaces to students in order to unwind. The spaces earmarked for common rooms are Library reading rooms, Aaraam - Viraam (an open space for students to spend time informally). Washroom facilities are provided on all floors. The institution has also installed sanitary pad vending machine in the toilet and an incinerator for disposal of the same. The college provides gymnasium facility and yoga sessions in order to foster a healthy life.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://sfc.ac.in/AQAR/AQAR-2021/criteria%207/7.1.1.Gender%20Sensitization%20Foundation%20Course.docx

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Wheeling to the Grid conservation Use of LED bulbs/ power-efficient equipment

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

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)

Waste Management in the college premises: The housekeeping staff are orientated on the segregation of waste into various categories such as dry and wet biodegradable and non-biodegradable waste and toxic waste so as to make them realize the importance and need for segregation and understand the types of waste. Each classroom was provided with two bins to enable the students to dispose the wet and dry waste separately. The College has developed a waste management centre named 'Shubram' where solid waste generated in the college is segregated. Shubram has many compartments where biodegradable and non-biodegradable waste is kept separate. On an average approximately 5 kilogram of wet waste is collected and is aerobically composted in the college campus. This wet waste is mainly from the cafeteria. The non-biodegradable waste is further categorized as recyclable and nonrecyclable. Approximately 150 kg of recyclable dry waste is collected per month and sent to a company called Waste Ventures of India that undertakes recycling activities. About 30-50kg of non-recyclable waste is disposed through GHMC services. This waste segregation, composting and sending for recycling is overseen by NCC cadets and volunteers from Prakriti club with the help of housekeeping staff. The college has partnered with ITC for recycling paper waste generated in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

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

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geotagged photos / videos of the facilities	View File
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:

A. Any 4 or all of the above

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

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	View File
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.

A. Any 4 or all 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).

St. Francis college for women is a cauldron simmering with the vivacity of the vibrant country like India. It provides a unifying environment which nurtures tolerance and harmony towards cultural, regional, linguistic, communal and socioeconomic values. True to its vision and mission the institute organises a plethora of activities towards the creation of inclusive environment. The institution showcases various indigenous dance forms of the country like Kuchipudi, barathnatyam, Mohiniattam etc at different events of national importance. It also highlights the local art forms of the state like burra katha. Celebration of Hindi diwas, french and Telugu Bhasha Dinostava Vedukalu keeps the linguistic germane and flourishing in the current scenarios. The institution gives special attention to the social and economically underprivileged. The institution's SWAYAM initiative resulted in distribution of provisions to the domestic workers.

Students and staff of the institution visited and spend time with the inmates of different institutions housing underprivileged students, specially-abled students and elderly homeless people. Staff and students during the pandemic provided succour to many economically weak families in the neighbourhood during the challenging times of Pandemic . The students have actively participated in Haritha haram programme initiated by Telangana Government in spreading awareness in the neighbourhood areas on the importance of trees in the ecosystem and planting many saplings to follow up the talk with the deed.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

St. Francis College for Women has incorporated value education as part of its academic programme right from its inception, proving our commitment to the promotion of values. The main objective of these programmes is to inculcate in students' human values, through informal and interactive sessions. Classes on value education are held once a week. Topics discussed are generally related to youth and the conflicts and challenges they face. These issues are discussed through role-plays, skits and questionnaires. These equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community through curricular and co-curricular activities. St. Francis College for Women sensitizes its students and employees to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct themselves as a responsible citizen. The students are inspired by participating in various programs on culture, traditions, values, duties, etc. The institute regularly conducts awareness programs on ban on plastics, cleanliness, Swachh Bharat, Haritha haram, voting, legal awareness, traffic rules, fit India, Atma nirbhar bharat etc. involving students.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

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 **A. All of the above**

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

File Description	Documents
Code of Ethics - policy document	View File
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	View File
Any other relevant information	No File Uploaded

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

Our Institute celebrates with great fervour different prominent days of National and International importance as well as various commemorative days. This practise helps to inculcate the spirit and essence of the day among learners. College is committed to promote ethics and values amongst students and faculty and these activities are an integral part of college co-curricular activities. Everyone gets to know the importance of National integrity in the country in general and their role in it in particular. Every year college reminiscences the freedom struggle of our patriots on the occasion of National Festivals i.e., Independence Day on 15th August and Republic Day on 26th January. Teacher's day is celebrated on 5th Sept every year in the recognition of the birthday of great teacher Dr. Sarvepalli Radhakrishnan.

Some of the commemorative days celebrations which are a regular part of our college are World Wetlands Day on 2nd Feb, National Science Day on 28th Feb, World Wildlife Day on 3rd March, Earth Day on 22nd April, World Press Freedom Day on 3rd May, International Day for Biological Diversity on 22nd May, World Environment Day on 5th June, Social Media Day, 30th June, International Tiger Day on 29th July, World Mosquito Day 20th August, World Photography Day on 21 August, Telugu Language Day August 29, The Nutrition week celebrations on the 4th September, World Ozone Day on 16th September, World Tourism

Day on 27th September, World Television Day on 23 November 2021, World Aids Day on 1st December and National Energy Conservation Day on 14th December.

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	View File
Any other relevant information	View File

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

Best Practice 1

1. Title of the practice:

DAAN UTSAV - Reaching out to the underprivileged

2. Objectives of the practice:

St. Francis College for Women organises a Social Outreach Program every year in the month of December. It has been a practice to involve every student of the college in this initiative and help them experience 'Joy of Giving' by reaching out to the needy.

DAAN UTSAV is a week-long celebration of connecting with less fortunate by offering them help either in cash or kind. The key objective is to develop the value of 'reaching out to the underprivileged' among the students. Every class is expected to visit an institution to provide aid and spend time with the inmates.

3. The Context:

The Mission of St. Francis College is to motivate students to become intellectually competent, morally upright, socially committed, emotionally stable, spiritually inspired patriotic women citizens of India. The social outreach program in alignment with this mission intends to make the students understand and experience that 'It is in giving that we receive'.

The program aims at inculcating the value of social commitment among the students. The management strongly believes that while the students aspire to be intellectually competent, it is equally important to reach out to the underprivileged who belong to the society we live in.

4. The Practice:

A centralised schedule for DAAN UTSAV is shared by the management 2 to 3 weeks prior to the commencement of the programme.

The list of suggested places to visit is displayed on the college notice board. The list comprises old age homes, orphanages, schools for specially abled, schools for street children, government schools etc.

Students and staff are encouraged to select the place they would like to visit.

Student representatives in coordination with the staff incharge find out the actual requirement of the institution by contacting the concerned authorities.

Fund is generated by voluntary contributions made by the students of each class. Staff too contribute for the same.

Required items are procured from the accumulated fund and are handed over to the institution. These items vary from grocery, stationery material, clothes, medicines to book shelves, water purifiers etc.

Few institutions accept only monetary aid and hence the collected amount is handed over to such institutions.

Students and staff together visit the institution and spend time with the inmates be it underprivileged students, specially abled students or elderly homeless people. During the visit students conduct various fun activities to engage the students/ elderly people. They actively engage and entertain everyone, bringing smiles and moments of joy to each one's life.

A separate committee of staff is formed to manage this Social Outreach Programme. Each department is required to submit a report to this committee after the visit. A consolidated report is later presented to all the staff members of the college.

5. Evidence of the success:

Over the period of last few years, several organisations in the twin cities of Hyderabad and Secunderabad have been benefitted with the aid provided.

This initiative of Social Outreach has inculcated the value of care, compassion and empathy among the students. Many students have often shared their feedback of being touched with the experience they had during the visit. DAAN UTSAV has certainly helped develop a fresh perspective towards life among the students.

The Social Outreach Program has always been appreciated and has received excellent support from the student and teaching fraternity. The efforts of St. Francis College in reaching out to the needy have also been applauded by the authorities of various organisations to whom the aid was offered.

6. Problems encountered and resources required:

There are various organisations in the vicinity who require financial help. The college alone cannot meet the requirement of everyone in need. Nevertheless, conscious efforts are taken by the committee to reach out to the different organisations every year.

Though there are no major problems encountered, pandemic did affect execution of the social outreach programme in the year 2020-21. As it was not desirable for the students to visit in big numbers to any of the organisation, only the representatives visited and handed over the items purchased. Few classes preferred to contribute and hand over the amount to the management which in turn was collectively donated to the organisations in need. Though everyone was not actively involved due to the challenges each one was battling on personal front, pandemic did not dampen the spirit of giving and the social outreach programme was successfully concluded.

Best Practice 2

1. Title of the practice:

CAPACITY BUILDING PROGRAM - for the NON TEACHING and SUPPORT STAFF

2. Objectives of the practice:

The Non Teaching and Support Staff of St. Francis College for Women play a very significant role in successfully operating the functions of the college. It has always been a practice by the management to acknowledge and appreciate the efforts of the non teaching and

support staff.

The key objective of the Capacity Building Program is to enhance the capacities of the non teaching and support staff in all aspects of life. The program aims at acquainting them with basic knowledge of key areas important for their holistic development. All the non teaching and support staff are encouraged to participate in this program conducted by the faculty members of the college itself.

3. The Context:

Along with the Teaching Staff, Non-Teaching Staff and Support Staff are equally important for successfully carrying out the operations of the college. The management does not differentiate between the two when it comes to all round development of an employee of the college.

The Capacity Building Program helps create an awareness among the participants regarding various aspects like managing their personal finance, cleanliness, nutritious diet and many more which helps them to take informed decisions with confidence in their personal lives. This confidence is reflected in their work too, thus, facilitating enhanced productivity at the workplace.

4. The Practice:

In the beginning of the academic year, a tentative schedule with the topics to be covered department wise is prepared and shared with respective HODs.

The schedule is also communicated to the Non Teaching and Support Staff.

Representative staff members from teaching faculty of each department brainstorm and decide on the modality of conducting the program. According to the plan, required material to be shared with the participants is arranged. It varies as per the topic of the program. Eg: handouts, presentations, practical exercises to engage the participants, demonstrations etc.

Various departments of the college, namely - Department of Environmental Studies, Department of Economics, Department of Botany, Department of Commerce and Department of Nutrition have actively participated in the conduct of the Capacity Building Program.

Various topics covered during this program are as follows - Solid Waste Management, Basic Operations in Banking, Primary Health Care through Medicinal Herbs, Financial Literacy and Balanced Diet.

During few sessions interesting activities or competitions are conducted to engage and motivate the participants and prizes are announced while for few others participants are entitled to receive certificate of participation.

The overall program is well received and appreciated by the Non Teaching and Support Staff of the college.

5. Evidence of the success:

This program has equipped the participants with awareness of managing their personal health as well as their finances. It has made them more confident individuals who are now capable of effectively handling their tasks at workplace.

As the sessions of the program are conducted by the inhouse college staff, it has helped in establishing much required 'connect' between the teaching staff and non-teaching staff.

The non teaching staff is keen on knowing and exploring more about the topics discussed. Many of them have shared their positive feedback and expressed their desire in attending all such sessions that would be scheduled in near future.

6. Problems encountered and resources required:

There are no major problems in executing the program. The only limiting factor is getting entire non teaching and support staff together at the same time for multiple sessions. At times due to urgent administrative work few of the non teaching staff members may miss the session. Also, the teaching staff conducting the session should be well versed with local language too to cater to those who do not follow English. A well planned schedule and enthusiastic response of the participants has helped in successfully executing the Capacity Building Program at St. Francis College for Women.

File Description	Documents
Best practices in the Institutional website	http://sfc.ac.in/igac_bestpractices.php
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)

ECOSYSTEM FOR WOMEN EMPOWERMENT

In line with the institution's vision "Holistic Education for the Empowerment of Women", the institution continuously motivates students to become intellectually competent, morally upright, socially committed, emotionally stable, spiritually inspired patriotic women citizens of India. The mission of Holistic Education for Empowerment of Women is achieved through various well planned and executed student centric activities.

Curriculum: The college strives for a well-rounded curriculum which is constantly updated according to the industry requirements in order to keep the students abreast with the latest developments in the various fields of study offered by the institution.

NSS/NCC/Sports - The college has strong and capable NSS/NCC/Sports units which attempts to instill in students the spirit of community service, develop leadership qualities, and strong character. The Department of Sports at St. Francis College offers a number of sports activities to help students become physically fit and develop spirit of sportsmanship.

Student Clubs: Extension activities of the student community in the

College are executed through the different Student Clubs which provide a platform to the students to develop their organizational and leadership skills.

Innovation Hub (EUREKA): In line with country's slogan Atma Nirbhar the college through its innovation hub is striving to build an effective and a vibrant entrepreneurship ecosystem on campus to guide the aspiring student entrepreneurs.

Centre for Career Guidance and Placements (CCGP): CCGP guides and trains the aspirants from the college for being suitably placed in a professional environment. Campus Recruitment Training sessions are conducted for the students by renowned companies like GE, Deloitte, Arcesium etc. Hundreds of students get placed with reputed companies every year.

The success of the ecosystem for women empowerment is evident from the fact that several alumnae of St. Francis College are currently holding prestigious positions in their respective fields of expertise as Civil Servants, Scientists, Media Professionals, Chartered Accountants and many more.

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.

The college continues to be responsive to the needs of the ecosystem at all levels in which it operates. The curriculum across all programmes articulates and supports the commitment to holistic development of our students. The knowledge content that is imbibed in the syllabus is delivered in an effective manner through various teaching methodologies in a learning atmosphere that is experiential. The process of drafting, implementing, measuring effectiveness and improving is carried out in a timely manner with inputs and advice from all stakeholders at all levels.

Most of the programmes underwent a revision in its structure, courses and syllabus in 2020 based on stakeholder feedback and expert consultation. Integration of Discipline Specific core, electives and skill enhancement courses along with the flexibility to choose generic electives across disciplines ensured that the student gets the best theoretical foundation. The provision to take up internships and project work caters to the opportunity of getting well versed in the application of concepts.

Two UG programmes out of the 28 that are offered were revised in 2021. The mandate of the state higher education council (TSCHE) to allot 20 credits each to English and Languages were followed. The college supported this identified local need of equipping students with employable communication skills. The national and global developmental needs of students is met by the curriculum and is tested by the adoption of Blooms Taxonomy in the drafting of learning outcomes at the programme and course levels.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	http://sfc.ac.in/pdf/UG&PG_Programmes_Program-Outcomes,Program-Specific-Outcomes,Course-Outcomes.pdf

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

30

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

275

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	No File Uploaded
Any additional information	View File

1.2 - Academic Flexibility**1.2.1 - Number of new courses introduced across all programmes offered during the year**

275

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
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

38

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
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

The curriculum delivery across all programmes prepares learners to understand the specific career opportunities that opens up for them on completion of their degree. Guest lectures by researchers ,scientists ,industry experts sensitises students to the skill sets ,ethics and practices that is required to be a successful professional.

Human Values curriculum aims to make students understand facts and aspects of the college and progresses to impart the ten core life skills as envisaged by the WHO. Environmental studies have a dedicated curriculum which is taught to all first year students. Theory is complemented with projects, field visits and sustainability related activities. Environment club 'Prakriti' is a student driven initiative that sensitizes, draws up corrective practices and implements these in its own impactful way. Issues related to sustainability are interwoven into the learning concepts.

Being a women's college, gender related sensitisation through curriculum is ensured through specific courses like Feminist

politics, Women's writing, Women Entrepreneurship among others. International Women's Day is celebrated every year with meaningful programmes that aim to highlight gender-related issues. Talk by prominent woman achievers helps amplify the message of staying true to one's beliefs and helping oneself to fly as high as she can.

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

12

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

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

556

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	
800	
File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded
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	A. All 4 of the above
File Description	Documents
Provide the URL for stakeholders' feedback report	http://sfc.ac.in/igac_feedback.php
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded
1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website
File Description	Documents
Provide URL for stakeholders' feedback report	http://sfc.ac.in/igac_feedback.php
Any additional information	View File
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	

2020-21:1310, 2021-22: 1292	
File Description	Documents
Any additional information	View File
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)	
2020-21: 483, 2021-22:535	
File Description	Documents
Any additional information	View File
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.	
<p>The Institution has a well-defined assessment system of the learning levels of the students. With the continuous Assessments, advanced learners are identified and encouraged as mentors for the slow learners (Peer Learning). The slow learners are encouraged to articulate their academic challenges and difficulties, also identify their strengths and weaknesses, accordingly they are given tasks on a weekly basis, which is also monitored by staff for the better performance.</p> <p>The advanced learners are encouraged to take up challenging tasks like paper presentations to enhance their writing and analytical abilities, With special emphasis on developing their research skills and goal setting. Case studies and Discussions relevant on current issues are also a part of the process and National Olympiad examination like (National Graduate Physics Examination and National Anveshika Experimental Skill Test) are conducted.</p> <p>Similarly slow learners are offered one-to-one basis tutoring, remedial classes, bridge courses and support by the respective faculty and peer mentors, with regular updates to the parents/Guardian. In case of errant behavior on the part of the student the issue is also addressed with the assistance of the college counsellor (in confidence). Individual student</p>	

performance is monitored to counsel the weak performers; and acknowledge Advanced learners.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sfc.ac.in/AOAR/AOAR-2021/criteria%202/2021-22Criteria%20%20Files%20for%20the%20Website/2.2.1-Slow%20%20Advanced%20Learners/

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/12/2021	3772	178

File Description	Documents
Upload any additional information	View File

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:

Students' interests and ambitions forms the focal point and the college with the Teachers continue to engage in dynamic student centric methods for a sustained and augmented learning.

Experiential Learning:

With the Pandemic a blended (online/offline) mode of teaching was adopted. Newspaper reading, an exercise the management and commerce streams practices to facilitate students to come prepared and articulate fluently during online discussions. Science departments made use of simulations and virtual labs to enthuse students to learn practical concepts though remotely. Across faculties library reference sessions was encouraged through Inflibnet. Students were sent for virtual summer internships to get hands on training and encouraged to join Certification courses through Coursera. Webinars/Workshops/Guest Lectures were conducted.

Participative Learning:

Students are involved actively in the learning process through individual and group activities to enhance various skills among the students through different innovative teaching methods.

Problem solving:

The curriculum has been designed with specific course objectives and outcomes, giving importance to problem solving skill in all the major undergraduate and post graduate programs. The students are motivated to take part in State/National/International level webinars/seminars, workshops, guest lectures, summer programs, paper presentations and publication, to gain experience and expertise in self-management, and leadership qualities.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://sfc.ac.in/AOAR/AOAR-2021/criteria%202/2021-22Criteria%20%20Files%20for%20the%20Website/2.3.1-Student%20Centric%20Methods/

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

ICT-enabled tools enriches and optimizes the teaching-learning process and is imperative in today's Pedagogy.

The Computer Science Department supports faculty on using, implementing and evaluating ICT enabled tools in classes. LMS is available for Curriculum development, academic calendar, announcements, examinations file management, annual reports, feedback etc.

In the grip of COVID, e-learning with Google Classroom was used by faculty to facilitate Synchronous Learning - communicate, collaborate, upload assignments, continuous assessments, record keeping and online evaluation.

During pandemic all streams adopted both online and blended mode of teaching with the help of various ICT tools such as Power

Point presentations, NPTEL and YouTube videos, Google slides, Google Scholar, Microsoft Word and Excel and Language Lab- Sky Pronunciation. SFC Winnou -The College online portal is used to mark attendance, record continuous assessment marks, communication regarding fee payments, circulars, exam dates, etc. OnEdu app is also available on similar lines for ease of use.

MULTISIM SOFTWARE, KEIL SIMULATION, Chemdraw, Chems sketch, SPBDV, Protein modelling, Bioinformatics tools, 3D -QSAR, SEO tools (plagiarism), FLARE Professional, SPSS software, R software, AutoDock, ArgusLab, mestrec software, Mercury, INBLIBNET and many more such E-Learning and online resources were employed to further Quality in academics.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://sfc.winnou.net/
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

98

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	View File

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

Academic Calendar is chalked out meticulously by the the Principal, Vice Principal, Controller of Examinations and Dean Academics in consultation with Heads of Departments and is maintained as a Francisian Handbook to achieve academic goals. Conversely, apart from the fixed schedule that reviews the academic plans, dynamic short-term plans surface to accommodate

in the best interests of the learners needs. The Calendar includes Vision & Mission. College prayer song, History of College, Department details, Committees, Examination information with timelines and Guidelines for Code of Conduct and other relevant information for quick reference. It lays out the Day-to-day activity scheduled for the year with National Holidays, Examination dates and other Commemorative Days. The Handbook is made available in both formats - Online and Hard Copy.

Apart from a top-down approach, a bottom-up approach is also incorporated to create an integrated planner-academic teaching diary wherein each department Head reviews the plan and validated by the Principal monthly to corroborate learner's needs and Institutional competencies and Objectives.

Academic planning aids in achieving the Mission of the college aligned with the Institution-wide learning outcomes and, a concerted effort to establish the future of the learners.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

178

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	View File
Any additional information	View File

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

2020-21 : 46 ; 2021-22 : 53

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	View File

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

1555

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

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

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	View File

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

119

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

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

Examinations and evaluations are an integral part of the higher education process. College has unceasingly adopted reforms to ensure flexibility in conducting examinations, fair evaluation and declaration of results on time.

Promotion of all students during pandemic as per UGC guidelines was adopted. New pass percentage criteria (w.e.f. 2020) and new semester grade sheets were embraced. Interface to manage flexible attendance eligibility criteria to appear for the examination was developed, digitization of answer scripts, onscreen evaluation of UG papers and generating QR code for encoding the answer scripts were a few other measures implemented. A digital backup of the Answer Scripts is also maintained. Hall ticket generation is mandated with the students feedback submission, a measure to ensure quality education.

As per university norms, differently abled students' pass percentage criteria saw an overhaul and an interface to track the slow learners from Internal Assessments was developed.

Complete automation of PG Diploma courses was done in 2020-2021. It includes different grade scale, pass percentages, entry of marks and printing of the certificates. College was registered on NAD digital locker. Exam invigilation details are generated and communicated through Winnou portal.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://sfc.ac.in/AQAR/AQAR-2021/criteria%202/2021-22Criteria%20%20Files%20for%20the%20Website/2.5.3-Exam%20Branch%20Manual/EXAMINATION%20MANUAL-2020-2021.pdf

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

Course Outcomes are framed for all courses in the program during the commencement of the semester adhering to Blooms' Taxonomy

levels. Heads of Departments along with subject faculties and domain experts discuss and frame the Course Outcomes.

Programme outcomes, programme specific outcomes and course outcomes for all programme offered by the Institution are stated and displayed on website, prospectus and communicated to students and teachers. The POs and COs are printed in the prospectus and in the syllabus copy..PO,PSO,CO are included in Academic planner, Lab Manuals, Feedback Survey and Alumni Survey The teachers are given general orientation at the beginning of every academic year which is followed by the departmental meeting. The faculty is recruited based on their qualifications, experience, ability to deliver the POs and Cos and encourage to upgrade their subject knowledge and keep pace with the dynamics of the market. The programme outcomes and course outcomes of the parent university and other higher education institutions are also taken into consideration. College supports staff in faculty development programs, training sessions, workshops, and seminars to enhance attainment of POs and COs.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	http://sfc.ac.in/pdf/UG&PG Programmes Program-Outcomes,Program-Specific-Outcomes,Course-Outcomes.pdf

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

The Outcomes of programmes offered by the Institution is evaluated for Internal Assessments and End Semester Examination by the individual Faculty to ensure the attainment is fulfilled.

Programme outcomes:

When the syllabus is structured, a well formulated set of Programme Outcomes are enumerated which supports the institutional mission for an effective assessment programme and the focus is on understanding fundamentals very well and learning new skills/competencies that would enable individuals to cope with the demands of the rapidly changing environment.

Programme Specific Outcome:

The PSO is meant to apply to all programs which deal with the list of discipline-specific and multi-purpose skills, values and areas of knowledge in graduating students. The students are endowed with vocational skills apart from regular course subjects for further career options.

Course Outcome: Each course is designed with specific objectives, providing maximum

opportunities for employment, higher studies and entrepreneurship. The attainment of the Outcomes is reviewed periodically by the department and the Institution as a whole in collaboration with IQAC, measures to be adopted by the faculty to ensure attainment. The POS/COs are thus in line with keeping the prime motto of the college i.e. empowering students and preparing them to be catalysts of change.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://sfc.ac.in/AQAR/AQAR-2021/criteria%20/2021-22Criteria%20%20Files%20for%20the%20Website/2.6.2%20PO%20CO%20Attainment/SFC%20PO%20CO%20ATTAINMENT.zip

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**

1319

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://sfc.ac.in/AQAR/AQAR-2021/criteria%202021-22Criteria%20%20Files%20for%20the%20Website/2.6.3-Pass%20Percentage%20%20Annual%20Report/Exam%20Branch%20Annual%20Report%202020-21.pdf

2.7 - Student Satisfaction Survey

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

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

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

Research

Vision of the institution is to provide Holistic education to empower women with values, commitment and Social Responsibility. St. Francis College believes in striving towards Excellence in Academics and Exploration of knowledge through Research.

Research Ecosystem

The objective of the institution is to encourage Faculty and students to pursue Research and excel in the area of Research and Academics. A comprehensive Research policy is drafted in this regard

Established Research Cell

College has a well - established Research cell with Faculty wise coordinators who organize and conduct research oriented activities to drive staff and students towards Research. The cell

promotes the scientific research and motivate staff and students to engage in research activities to promote innovation, teaching and learning process. The cell ensures quality research with highest standards of academic integrity and ethics. Research cell also ensures that techniques used do not violate established ethical guidelines listed according to ICMR for sciences and ICSSR for commerce and Social sciences. The faculty members are oriented and motivated to initiate In-house projects and are given assistance in approaching various funding agencies. The faculty are actively involved in research and completed 3 major and 24 minor research projects funded by UGC and published research papers in peer reviewed journals listed in UGC care list, WoS and Scopus. The faculty also present papers and have been awarded best paper at various International and National Seminars and Conferences.

Seed money for Research

Seed money is provided for the Faculty involved in research as per management's decision after it goes through review committee. One to two years fully paid leave is provided by the Institution for staff taking up doctoral studies. Financial awards are given to those who publish research papers in peer reviewed journals on Teacher's day. As an initiative to support and encourage faculty members towards research, the college management in the year 2021 has taken a decision to fund 16 lakhs for eight minor research projects with 2 lakhs grant for each.

Research Centre and Central Instrumentation facilities

The Institution has a well- established Microbiology Research Centre, affiliated to Osmania University - Louis Pasteur Research Lab for students to pursue PhD. 3 of the faculty (2 from Department of Microbiology and 1 from Mass Communication) are recognized Research supervisors who are guiding about 10 students.

Faculty carryout collaborative research activities with National institutes - CCMB, IICT, CDFD and University of Hyderabad. 4 Patents are published by faculty members from the Departments of Microbiology and Computer Science.

The Central Instrumentation facility- AXIS - allows faculty and students to carryout Inter-Disciplinary Research.

Inclusion of Project work and Dissertation as a compulsory paper across faculties for UG and PG programmes contributes to enrichment and application of knowledge in solving, analyzing and exploring real life situation. Research Projects have been a quality initiative to provide students an opportunity to explore independent learning. Students are encouraged to present papers at various Seminars and Publish their work in peer reviewed journals. The 3 years of Under Graduate study and 2 years of Post Graduate study ensures that the students Graduate as intellectually competent, independent women ready to explore and take up new challenges

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	https://www.sfc.ac.in/pdf/research-policy.pdf
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)

16.9

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	View File
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

9

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)

16

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	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

8

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://sfc.ac.in/AQAR/AQAR-2021/criteria%203/3,1,2.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

3

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
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

4

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	http://sfc.ac.in/research-projects-publications.php
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.

St. Francis College for Women has always encouraged initiatives for creation and transfer of knowledge to the student community. COFEE (Commerce Organization for Emerging Entrepreneurs) an organization founded by the Department of Commerce for

inculcating and enhancing organizational, managerial and leadership skills of students is another initiative in this direction. This is done through several activities, competitions, guest lectures, study tours and student outreach programmes. The Department of BVoc RM & IT, started Bethel Retail Store the threshold of learning which aims at providing the students of Retail Management with hands on experience of managing a Retail Store.

Institution has created an eco system for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, Incubation etc. The faculty and the student community of St Francis college for Women has contributed to the innovation ecosystem by the conduct of various activities which emphasizes on solving critical issues and providing the sense of motivation to the students to become entrepreneurs. The activities aim at striking the creative and innovative ability of the community to bring the best. The institution has worked on different areas through its innovation hub. Centre for Entrepreneurship development: Eureka-The Innovation Hub, devised a system to guide and motivate students and to unleash and realise their potential and become Entrepreneur and witness the essence of Start-up culture and its benefits to them as an individual in this competitive environment . This Center runs with the objective of providing guidance on ideas conceived , moral support to the newbies in the entrepreneurial culture, methods of availing the financial assistance, and discussing ample other resources for the successful implementation of the business idea. Entrepreneurship awareness workshops have been organized in collaboration with renowned speakers from T-Hub, TedX speakers and by Cofounders of different companies. Management based seminars and workshops relating to the root task of designing the "Business Model Canvas" have been organized by the center for the students to give them an idea to understand in depth their idea and run their entrepreneurial venture. The center motivates students by administering competitions related to entrepreneurship where the students get hands on experience on challenges likely to be faced in the initial stages of their business ventures. An inter-disciplinary collaboration between different sub-teams of Eureka are working towards researching and organizing of innovation projects for students in entrepreneurship. These sub- teams comprise of students from different academic streams which brings variety of opinions and ideas.

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

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

File Description	Documents
Report of the events	View File
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

B. Any 3 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	View File
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

3

File Description	Documents
URL to the research page on HEI website	http://sfc.ac.in/pdf/phd-enrolled-in-research-centre.pdf
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

75

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

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

13

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

36.5

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

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**

2

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
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)**

0.165

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	View File
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

0.44

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

Extension activities :

St. Francis College for Women has always considered social awareness as a priority and to be inculcated in the students. Therefore numerous opportunities are given to its students to participate in various social outreach programmes. The College has a strong NSS team with four units comprising of 100 students each. Each unit is supervised by a Program Officer. Besides this a well developed NCC Program has been operational in the college for the past few years. In addition to this the college has incorporated outreach and extension activities into its regular curriculum. The college offers social management as one of its subjects in the undergraduate programs. The Post Graduate students also spend 30 to 60 hours on extension and outreach activities. This is to encourage the students to use their subject knowledge to help the society they live in. The various extension activities conducted can be broadly categorized under the following heads - Awareness programmes - Health awareness, Mental health awareness, AIDS awareness, Anti drug awareness, Human rights, Gender sensitization and issues, etc. Besides these a number of health camps were organized such as eye camps, blood donation camps, cancer screening, etc. Students also participated in numerous awareness 'walks' and 'runs' organized by NGOs from across the city. Youth empowerment programmes and electoral rights programmes have also been carried out by NSS volunteers. Many literacy programmes to develop scientific, mathematical

skills, language and computer proficiency have been conducted in government schools across the city. Personality development and career guidance sessions provide the students extra support to achieve their dreams and aspirations. Some programmes involved raising funds to provide scholarships to a few deserving underprivileged girls. Social outreach also included visiting various institutions such as old age homes, orphanages; home for the destitute and the disabled. In such programs the students would interact with the inmates and develop empathy and compassion for them. Many times students have mobilized resources and donated cash and other necessities to those institutions which were in dire need of them. Besides these programmes students have contributed generously during the time of any Natural disaster (Kerala floods, etc.) and reached out to help the affected population by mobilizing and donating money and necessities. Climate change and protection of the environment are other issues taken up and numerous tree plantation drives, particularly under the Haritha Haram scheme, have been conducted. The Swachh Bharat Abhiyaan evoked a lot of enthusiasm in the students and every year numerous campaigns and activities are carried out under its banner. The various outreach activities instill social responsibility and commitment in our students leading to a more Holistic development of their personality.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sfc.ac.in/social-outreach.php

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

1

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	View File

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)

48

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

10598

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

78

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)

10

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
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 college is well- equipped with modern facilities and learning resources to achieve academic excellence according to its vision and strategic objectives.

- 75 spacious lecture halls fitted with a public address system and equipped with audio-video facilities, LCD projection screens.
- Sophisticated equipment available in the laboratories is not redundantly duplicated and availability is ensured by judicious time-sharing. Sharing of laboratory facilities is also encouraged between faculties. Apart from the central facilities, such as, Computer Center, Central Library, Internet resource centre, there are many laboratories that cater to students from other faculties. All laboratories are furnished with the latest necessary equipment to deliver the best standards of education
- The college has large conference halls, wherein seminars, workshops, extension lectures, Interactive sessions with experts from the industry are often conducted.
- A team of system administrators, assisted by competent lab faculty maintain the computers, and other ICT tools available in the classrooms and labs. Repair/ up-gradation/ purchase of hardware/software, proper functionality of internet/intranet/LAN facilities are also taken care of by the system administration team. In case of requirements like printer cartridges and other stationery items, the Department Heads could place an order /request through ERP and the requirements are procured promptly.

- The college has a Research Resource Centre for advanced level experiments, and research.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sfc.ac.in/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 college has an auditorium with an area of 20,000sq ft. An impressive stage with its state of the art acoustics, attached green rooms and other accessories contribute to the success of all cultural and other events conducted here.

In order to promote a spirit of healthy participation and cooperative sharing of achievements in games the college has a multi-purpose Indoor Stadium with an area of 12,000 Sq. ft. The college has playgrounds, indoor stadium, gymnasium, yoga centre which are utilized by staff and students to the maximum. The faculty and coaches of the Physical Education Department monitor the sports infrastructure and ensure proper use of the same by students/staff.

The college has two large conference halls with seating capacity of 200 plus, wherein seminars, workshops, extension lectures, Interactive sessions with experts from the industry are often conducted. The college has a boardroom and Senate Hall with state of the art equipment to cater for the various meeting requirements. SFC is totally dedicated to a clean and green environment. This commitment is reflected in its expansive and green campus housing innovative spaces. The First Aid Kit is kept handy at all times for the students. Aaharam, the college canteen, Aaram Viram that helps students relax, student corner, the fitness center and health center, provide the much-needed comfort zone on the campus. The American corner serves as research and resource centre. It aids in the application of Fulbright -Nehru and other Fulbright fellowship for students and teachers. The two Prayer Rooms on the first and third floors provide the much-needed serene ambience for the spiritual minded

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.sfc.ac.in/facilities.php

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

63

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)

466.32892

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
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)

Library is fully automated through ILMS software called "SLIM" . It was installed in the year 2002, version 3.6.0 . It is maintained by Algorhythms Consultants Ltd. Pune. This software has been upgraded continuously to "SLIM 21" which uses bar-code technology. Using bar-code, our library management system keeps records of lending, borrowing and shelving status of items such as books, audio or video tapes, CD's DVD's .

ILMS helps us to catalogue books, e-books, films, sound recordings, drawings, clippings, articles, reports, letters, pamphlets, serials publications, all those things that contain information so vital to our organization. SLIM21 cataloguing adheres to popular international standards. SLIM21 is designed and developed in modules to take care of complete functionality required for automating libraries. It catalogues any type of material, print as well as non-print. It supports material in digital form and helps us to build digital library.

Various services by ILMS software are given below:

- Front desk operations
- Issue / Return with Barcode
- Letter Generation
- The Journal Title Information includes:
- Acquisition system covers
- On-line Search Facilities for Readers

The key aspect of a learning resource centre is a application of self study in a variety of different ways.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sfc.ac.in/library.php

**4.2.2 - Institution has access to the following:
e-journals e-ShodhSindhu Shodhganga
Membership e-books Databases Remote
access to e-resources**

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

6.68

File Description	Documents
Audited statements of accounts	View File
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

413

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

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

Professionally qualified staff maintain the computers, and other ICT tools available in the classrooms and labs assisted by competent lab faculty. Faulty computer components are repaired or replaced as required. The campus is under CCTV surveillance, ensuring the safety/security of the persons and equipment. The Internet Resource Center, serves both the faculty and the students by providing Internet Access and online resources with broadband connectivity. Staff and students can access any

information they want over the Internet thus extending the boundaries of learning from the classroom to the time and place of their choice. A number of classes are regularly scheduled and some faculties occasionally reserve the labs to teach their students some special applications or give an online exam. All the Staff rooms, Labs are facilitated with Internet and Wi-Fi accessibility.

- Maintenance of UPS
- Maintenance of AV systems (Projectors, Audio Systems and Smart Class Room)
- The campus is under CCTV surveillance (160 No. s)
- EPABX system (Intercom)
- Internet Lab Available for Staff and Students
- Campus Wi-Fi Available for Staff, Students and Guest
- The Library is fully automated.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sfc.ac.in/AQAR/AQAR-2021/criteria%204/4.3.1%20IT%20expenditure%2001.04.2020%20to%2031.12.2021.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3772	602

File Description	Documents
Upload any additional information	View File

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	A. All four of the above
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sfc.ac.in/AQAR/AQAR-2021/criteria%204/4.3.4%20E-content%20links%20.docx
List of facilities for e-content development (Data Template)	View File

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)

46632892

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.

Describe the adequacy of facilities for teaching -learning as per the minimum specified requirement by statutory bodies within a maximum of 500 words

The college has contemporary infrastructure and facilities that cater to the needs of the faculty and the Students on the campus. Personnel incharge at various levels, ensure the proper and optimal utilisation of the resources/facilities. Professionally qualified staff maintain the computers, and other ICT tools available in the classrooms and labs assisted by competent lab faculty. Faulty computer components are repaired or replaced as required. Labs in each department are furnished with the latest equipment. Proper use of laboratory equipment is explained to

students. The log/ stock registers are maintained, and stock checking is done at the end of the academic year. Departments identify the required equipment, chemicals or samples for the next academic year, and the list is submitted in principal's office for approval before procurement. All the information/ instructions pertaining to the labs/ experiments is regularly updated on the notice board. The college has set up a Research Resource Center as a central facility for advanced level experiments, project work and research. Machines and equipment are supported by periodic maintenance. Apart from sophisticated scientific research instruments, this list includes the RO water purifiers, air conditioners, EPABX system, CCTV network, Wi-Fi network, etc. The Library is fully automated and has over 88,000 books, apart from online books and journals. All the Staff rooms, Labs are facilitated with Internet and Wi-Fi accessibility

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sfc.ac.in/facilities.php

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

0

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	No File Uploaded
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

133

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File
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, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	A. All of the above
File Description	Documents
Link to Institutional website	https://sfc.ac.in/pdf/Annual%20Report%202020-2021.pdf
Details of capability development and schemes	View File
Any additional information	View File
5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year	
978	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted 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'	A. All of the above

grievances Timely redressal of grievances through appropriate committees

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

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

454

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

555

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
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

24	
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

22	
File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

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

The student council of St. Francis College for Women was constituted, in order to provide an opportunity to foster skills like leadership, communication, teamwork, organization, negotiation, diplomacy and public speaking. It is a central student body, elected by the students working together to coordinate all student - led events and activities on campus. They work in coordination with the office of Dean Academics and Dean Student Affairs. The council consists of seven positions: President, Vice President, General Secretary (one each from UG & PG), Treasurer, Cultural Secretary and Sports Secretary. The Council acts as an interface between the students, faculty and the management. They conduct regular meetings and work towards promoting and coordinating centralized student activities in the college including Fresher's Day, College Fest, Teachers Day and any other activities that do not come under the purview of the already existing student club activities. In addition to planning events that contribute to overall student's welfare, the student council acts as a voice of the collective student body. They help in identifying student issues and work towards an amicable solution with the appropriate guidance from the management. They contribute to the development of a well-informed participative and a vibrant student community.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sfc.ac.in/Gallery-Student-Council-Investiture2021.php

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

38

File Description	Documents
Report of the event	View File
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

In the last 61 years, the institution has carved a niche for itself in the field of higher education for women. Established in the year 1994, the "St Francis Alumnae Association" now has more than 40,000 members, with many notable in their respective fields. The alumnae have generously contributed to the infrastructure development of the college and also in academic matters, student support as well as mobilisation of resources- both financial/non-financial. Regular meetings & annual reunions are a common feature to contribute to the enrichment and growth of the college.

The Alumnae also offers its help to the enrichment of college in different capacities

- Part time counsellors
- Facilitators in Career Prospects
- Distinguished Lecture Series

- Staff welfare activity
- Alumni Connect- Orientation to the outgoing students.
- Facilitators in Human Values sessions.
- Guest Speakers in various occasions
- Arrange Field trips to students
- As Faculty members
- Outreach programmes to the underprivileged
- Staff Health Insurance

With the Alumnae spread across length and breadth of the globe, they are the most loyal supporters, extending their special connection with their alma mater. They contribute in all possible ways to the institution that continues to be a beacon of excellence in the field of education.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	http://sfc.ac.in/sfcplus-alumnaeconnect.php

5.4.2 - Alumni's financial contribution during the year

B. 10 Lakhs - 15 Lakhs

File Description	Documents
Upload any additional information	View File

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

St. Francis College has its vision based on the vision of the founders of the college. The governance of the college matches with the vision and mission of the college.

Vision of the college is "Holistic Education for the Empowerment of Women",

Mission of the college is Motivating students to become

- Intellectually Competent
- Morally Upright
- Socially Committed
- Emotionally Stable
- Spiritually Inspired
- Patriotic Women citizens of India

The core values of the institution enveloped towards integrity include

- Pursuit of excellence
- Developing civic and social responsibility
- Instilling faith driven optimism
- Developing respect for self and others
- Promote stewardship of resources
- Inculcate a disciplined approach

St Francis college for women has a strong and committed institutional leadership with an established system of governance. The college has a systematic process of representation by each stake holders such as Principal, convener of different committees, Teaching-staff, IQAC committee, non-teaching and support staff, student's council, student representative (C.R.), alumni and parents association. Such representation provides an opportunity for each of the stake holders to participate and contribute to the betterment of the governance of the college. All major policy decisions be it academic or administration are taken after thorough discussions and consultative process in a transparent manner.

There are many committees to support the vision and mission of the college such as Examination committee, Academic Audit Committee NSS, NCC, counseling cell, library and sports committee, cultural and literacy committee, faculty development cell, college-magazine committee, disciplinary committee, placement cell, grievance redressal committee, etc.

All the committees take its responsibility for the plans and

activities, and successfully fulfil their responsibilities in every academic session.

The Departments fosters a healthy competitive atmosphere among themselves and each one strives to accomplish excellence in their standards. Departmental meetings are held every month to review the work done and to plan ahead for academic and professional excellence.

The entire college strives toward excellence as a team aiming toward providing quality education along with commitment towards society.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	http://sfc.ac.in/vision-mission.php

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

The Institution follows decentralization and participative management by delegating responsibilities to various individuals who hold responsible positions in the college such as Vice Principal, Dean of Academics, Heads of Departments and Coordinators for various academic programmes and committees. There are several statutory committees that help in planning the schedule of activities for the academic year. The Institution follows the strategic plan envisioned by the management. Feedback from the stakeholders is incorporated while drawing up the academic plan for the year. Review of curriculum and syllabus is carried out periodically by all the departments. The Boards of Studies offer constructive suggestions in the review of curriculum. The Heads of departments follow a consultative process in seeking opinion and feedback from the faculty members of their departments in academic and administrative matters. This feedback is conveyed by the heads of departments to the Principal and appropriate action is initiated. Every department has a SPOC who manage the day-to-day activities of the department and keeps a track of co-curricular and extra-curricular activities in the department. Several faculty members hold responsible positions such as Dean Academics, Dean Student Affairs, Coordinators of various committees and academic programs., members of Academic

Council and Governing Body. Faculty members are actively involved in the decision-making process. The decision-making process in the college is carried out through the Governing Body - Board of Management & Principal - Academic Council -- Heads of Department & Program Coordinators - Departments - Boards of Studies. The staff association provides inputs to the management on issues of importance to ensure informed decision making. Besides there is student representation in Academic Council and IQAC ensuring incorporation of stake holder interest. The college has successfully implemented the strategic plan (2012-17) and has drawn up the strategic plan for 2018-23 through a consultative process.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	http://sfc.ac.in/pdf/strategic-plan-2018-2023.pdf

6.2 - Strategy Development and Deployment

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

The institutional Strategic/Perspective plan is effectively deployed through Quality improvement strategies adopted by the institution for each of the following

Curriculum Development: The college follows a well-structured process for Curriculum design and development. The Head of the Department and the faculty members initiate the idea for new curriculum development based on the regular feedback that is initiated. Inputs from University representatives, industry experts, Alumnae and scientists are obtained. The department undertakes the curriculum design and development. The curriculum developed is presented to the Principal and Management for approval. After this it is presented to the Board of Studies for approval followed by Academic council ratification. The final sanction is by the Governing body after which it is implemented. Periodic revision of curriculum is undertaken, and new courses are introduced. The revised CBCS curriculum for UG and PG programmes was introduced for students joining 2020 batch in June

2020.

Human Resource Management :

Recruitment policy: The college has set a high bench mark for recruitment.

Highly qualified candidates with PhD. NET qualified are preferred. The recruitment is based on scanning the CV of the candidates who have applied.

The shortlisted candidates are called for an interview and Demonstration lecture. Suitable candidates are selected. The faculty members submit self-appraisal forms every year to the IQAC. The self-appraisal forms contain details of the faculty member's Academic Contribution, Research Publications, Awards, Participation in extension, innovative teaching methods adopted. The student feedback of faculty teaching performance is submitted to the principal and suitable action is initiated if the faculty member is found wanting in any area. Feedback on non-teaching staff assigned to a particular department is provided by the concerned Heads of Departments to the Principal and appropriate action is initiated

Examination and Evaluation: The evaluation system comprises of continuous assessment (40 marks) and end semester examination (60 marks). The continuous assessment includes skill-based assessments (20 marks) and written exam (20 marks). The office of the Controller of Examinations uses a comprehensive Examination ERP that provides for online registration and generation of nominal rolls, downloading of Hall tickets, coding of answer scripts, publication of results

and printing of certificates. To improve academic quality, results of various programmes are reviewed semester wise by the IQAC. Students can

apply for reevaluation of the semester end examination answer scripts. PO's, PSO's and COs are displayed on the website.

Research and Development: The college has well defined policies for Research, plagiarism, IPR and consultancy. Code of Ethics is in place. The faculty research cell coordinates research activities in the College. Research facilities include state of the art laboratories, AXIS Lab, Louis Pasteur research laboratory, Darwin virtual laboratory, plant and animal tissue

culture laboratory, Medialaboratory, Green house and Poly house, Green matte studio, Internet resourceCentre, SPSS software, mathematica7, MathCAD 10.5, statistica, flare professional. An exclusive research Centre for Microbiology is available. Faculty have published patents and some of them are qualified research guides. Faculty have publications in Scopus, WoS indexed and UGC recognized journals.

Library, ICT and Physical Infrastructure / Instrumentation: We believe that upgradation will allow everyone to make the best use of opportunities and also improves resource efficiency. Annual membership for SLIM 21 software with an SMS package, digital databases Delnet and Nlist were renewed. Flip barriers were installed at the library entrance, giving an exact count of student and faculty logins. Wooden furniture and notice boards have replaced old ones ensuring a smooth teaching and learning experience. Computers too have been upgraded with appropriate hardware and software to ensure seamless working of the same. A multipurpose electronic scoreboard was fixed in the indoor stadium thus improving sports Facilities. Pilot study has been initiated with K -NIMBUS agency for online digital e-library with facility of remote access.

All the students and Faculty were enrolled in the INFLIBNET - N-List and provided access to e-resources. This has opened an opportunity to all the students in enriching / updating their knowledge while staying at home. All Faculty members were enrolled in National Digital Library of India for access of e-resources for their online classes. A high-quality scanner named (Scan cam) has been added to the library to facilitate scanning of learning content by students.

Library, ICT and Physical Infrastructure / Instrumentation: We believe that upgradation will allow everyone to make the best use of opportunities and also improves resource efficiency. Annual membership for SLIM 21 software with an SMS package, digital databases Delnet and Nlist were renewed. Flip barriers were installed at the library entrance, giving an exact count of student and faculty logins. Wooden furniture and notice boards have replaced old ones ensuring a smooth teaching and learning experience. Computers too have been upgraded with appropriate hardware and software to ensure seamless working of the same. A multipurpose electronic scoreboard was fixed in the indoor stadium thus improving sports Facilities. Pilot study has been initiated with K -NIMBUS agency for online digital e-library with facility of remote access.

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The grant for SFC Minor Research Project in Science is Rs. 2,00,000/ for a Period of 2 years and grant for Minor Research Project in Humanities, Social Science, Languages, Literature, Arts, Commerce, Management, Sports, Library, and allied disciplines is Rs. 1,50,000/ for a Period of 2 years

Teaching and Learning: Student centric teaching methodology, that incorporates experiential and participative learning along with problem solving techniques is adopted. Several strategies to cater to the requirement of advanced and slow learners are adopted. Faculty have access to ICT tools and resources for delivery of teaching content. A record of topics covered hour wise by the faculty, Innovative teaching methodology used is recorded in the teaching diary. This helps to plan and review the teaching methodology. Coursera on campus facilitated availability of a wide variety of online courses for students and staff during the pandemic. The student and faculty enrolment in these online courses was very impressive. The decision to start classes online for the academic year 2020-2021 was taken by the management. Several Initiatives by the college were undertaken to train faculty members in Online Teaching Tools and Techniques. Students and Faculty members were oriented by the Department of Computer Science on using our ERP platform sfc.winnou.net to access online classes. Google Meet for Classes, Google Classrooms for assessments and other software for student presentations were used. MoU's to faculty exchange have been signed by the departments of Microbiology with Kasturba Gandhi College, Secunderabad, and Biochemistry with Srimad Andavan College , Tiruchirapalli in 2021 to facilitate Faculty exchange.

Industry Interaction / Collaboration : The college strives to match its aspirations with the demands of the globally competitive industrial environment. On the job trainings, mandatory internships, project evaluation by industry, Entrepreneurial development seminars, Extension lectures by

practicing managers, campus interviews by leading companies are some of the initiatives in this direction. The Board of Studies of several departments have an expert from the industry as a member. Besides experts from the industry are members of the Academic Council and Governing body thereby ensuring that curriculum design incorporates industry needs. Eureka - The Innovation Hub is the entrepreneurial hub of St Francis College for Women and has organized events, workshops, and webinars during the academic year 2020-21 in an attempt to help students of different academic backgrounds get the understanding on entrepreneurship and its essence. They organised workshops on nurturing entrepreneurial talent, develop knowledge and skills among students and boost their inner urge of becoming self-employed in the future, webinar on business model canvas, and an on encouraging the students to hone their entrepreneurial skills. Several MoU's with institutions of National importance, corporates have been signed to facilitate Internships , skill development , R& D services for students

Admission of Students : The college admits students based on merit and the permitted number of seats available per program. Being a minority institution seats are reserved for minority, socially disadvantaged and poor students. In addition to the applications received for the self financing programs, the college admits students through DOST by the state government for the aided programs.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://sfc.ac.in/pdf/strategic-plan-2018-2023.pdf
Upload any additional information	View File

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 institute has a vision of Holistic Education for the Empowerment of Women The leadership of the college is through participative management all the way through structured organizational system with the involvement of all the Stakeholders.

The key components of organizational structure of the college are Governing body, Principal, Head of the Departments, Teaching staff, Support cells/Departments and . non-teaching staff.

At the apex, the governing body scrutinizes every aspect of the college life. The members participate in functions related to create teaching and administrative posts, to determine number and qualifications and emoluments in consultation with the Finance Committee. They also approve the award of Degrees and diplomas based on the results of examinations. The matters regarding infrastructure development and additions are also discussed by them. They scrutinize and approve the minutes of the Finance committee

The IQAC with the Principal heading it, coordinates and supervises every aspect of college life and constantly monitors the quality by setting benchmarks in every area and ensuring that quality is sustained and enhanced.

The Principal assisted by the Vice - Principal and Dean of Academics takes care of the overall academic and administrative life of the college on an everyday basis.

The Heads of Department have numerous responsibilities in allotting workload, managing all the activities of the department including student and staff issues.

The college functions through several committees such as the faculty development committee, examination committee, Anti Ragging Committee, for the smooth conduct of all the affairs of the college both curricular and co-curricular.

The Academic Council is the principal academic body which monitors the maintenance of standards of teaching, learning, research and training, approves the syllabi and results of the examination conducted by the institution.

The College Development council is the principal Planning Body of the Institute and is responsible for the monitoring of the development programs of the Institution. The council makes programs and plans to implement the decisions taken at the various high-level bodies of the college.

The other important committees include the Finance Committee which considers the annual accounts and financial estimates of the Institute and submits them to the Management for approval and

recommends the annual budget and revised estimates to the Management.

The Board of Studies looks after all curricular matters especially regarding restructuring the curriculum.

The sports, cultural committees take care of the co-curricular and extra curricular activities of the college.

The Social Outreach committee is involved in all the social initiatives of the college.

The Library committee promotes and kindles the interest among the staff and students on gaining knowledge

The Grievance redressal cell, headed by the Principal takes care of every grievance that is brought to the notice and necessary action if needed is initiated

The student council also plays an important role, as they stand as representatives of the student community and voice for them before the management.

File Description	Documents
Paste link to Organogram on the institution webpage	http://sfc.ac.in/administration.php
Upload any additional information	View File
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) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

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

In our Institution Staff welfare is given foremost importance. In connection with this, Existing welfare measure for teaching and non-teaching staff are itemized below:

TEACHING

- Gratuity for the staff
- EPF
- Exception of invigilation duty for the staff pursuing Ph. D.
- Regular medical checkup for the staff and students free of cost. Also, many health awareness programmes are undertaken
- Free Wi-Fi connectivity in campus and provision of adequate computers in each department.
- Seed money is given who submit their PhD thesis
- Cash incentives for Research articles published by the staff
- Sponsorship or On Duty assistance provided to attend National and international academic conferences
- Concessional fee for children of faculty for using Indoor Sports facility.
- The college provides for admissions of eligible children of employees to pursue the choice of their course and 50% concession in the fee.
- Fitness center facility for the faculty.
- Service protection with extension of maternity leave.
- Health Insurance for staff

Non-teaching staff

- **Gratuity for the staff**
- **EPF**
- **Health Insurance**
- **Helps the non-teaching staff with monetary help in case of emergency and towards the education of their wards.**
- **Provision of Interest free loans to the support staff.**
- **Regular medical checkup for the staff and students free of cost. Also, many health awareness programmes are undertaken**
- **The college provides for admissions of eligible children of employees to pursue the course of their choice and 75 % concession in the fee**
- **Service protection with extension of maternity leave**
- **Free Wi-Fi connectivity**

File Description	Documents
Upload any additional information	View File
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

31

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

15

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

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.)

178

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

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

the last 10 years from 2009 to 2019 by a team of three auditors. The college settles the audit objections if any within 15 days of the receipt of the audit report.

File Description	Documents
Upload any additional information	View File
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)

13.04318

File Description	Documents
Annual statements of accounts	View File
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

All efforts are made for optimum use of the resources in the college. The main source of the income is the tuition fee collected from the students and more than 75% of the fees collected is used for the payment of salaries to the staff. The rest of it is spent for the maintenance and miscellaneous expenditure incurred in running the institution.

The college is endowed with good infrastructure hence the management puts it to the best use.

Some of the initiatives taken by the management in this direction include:

1. Staggered timings of the college - in order to accommodate more students in the college classrooms.
2. The college receives rent for letting out the classrooms for coaching centers in the city to conduct their classes outside the college working hours

3. The college has outsourced the canteen facility and gets a regular monthly rent for the use of the premises

4. A room is also rented out for the sale of Stationery

5. The huge indoor sports stadium is let out for tournaments and other competitions

These above stated initiatives of the college could not be carried out due to the pandemic

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)

The IQAC has contributed for institutionalising quality assurance strategies and processes through incremental improvements post accreditation. These initiatives include

INTRODUCTION OF NEW CERTIFICATE PROGRAMMES

The following new certificate programmes were introduced during the academic year 2021-22.

1. German Language

2. ABC of Baking

The following new Programmes were approved by Management board to be introduced in June 2022.

NEW PROGRAMMES

1. BMS (Business Analytics)

2. B. Sc Mathematics/Statistics/Economics

3. M. Sc Data Science

4. M. A. English

5. B. A. Integrated Civils Programme

DIPLOMA COURSES

1. PG Diploma in Travel and tourism

2. PG Diploma in FINTECH

3. PG Diploma in Analytical Chemistry

4. PG Diploma in Fitness & Nutrition Management

5. Diploma in Personal Taxation

6. Diploma in Personal Finance & Wealth Management

7. Diploma in Innovation & Design Thinking

8. Diploma in Digital Marketing

9. Diploma in Video Editing

10. Diploma in Cyber Security

CERTIFICATE COURSES

1. Quality Management for Business Excellence (Online)

2. Advanced Excel/Financial Modeling

3. GST (Online)

4. International Business Essentials (Online)

5. Public Speaking and Basic Presentation Skills

6. Quality Control & Assurance in Food Industry

The college awaits the approval of the BoS , Academic council and Governing Body for launching these degree programmes in June 2022

SFC Minor Research Project Grant Scheme 2021-2022

Research endeavours have been a regular feature of the heritage of St. Francis College. The SFC minor research grant scheme is designed to motivate the faculty members to embark into research arena and thereby strengthen the research spirit in the college. The management intends to provide financial support to help SFC faculty members to pursue research work along with their academic engagements.

Objectives:

- To foster research temper among the faculty
- To encourage interdisciplinary research work
- To motivate original ideas and talent.

Grant Budget:

For SFC Minor Research Project in Science - Rs. 2,00,000/- Period 2 years .

For SFC Minor Research Project in Humanities, Social Science, Languages, Literature, Arts, Commerce, Management, Sports, Library, and allied disciplines - Rs. 1,50,000/- Period 2 years(etc.).

Duly filled in project proposals will be assessed by the Principal and the Research Committee (RC). The final decision on release of grant will be taken by the Principal. 8 Faculty members were granted Minor Research projects and the total value of grants is Rs 16,00,000.

Collaborative quality initiatives with other institutions

The following collaborative initiatives with other institutions were initiated

- MoU with Mentor Mind, Hyderabad to facilitate Internships. The duration of the MoU is for a period of 2 years from 24-4-2021 to 2023-2024
- Faculty Exchange Programme by Department of Biochemistry, SFC with Department of Biochemistry, Srimad Andavan Arts and Science College, August 17th, 2021
- Faculty Exchange Programme by Department of Microbiology, SFC with Department of Microbiology, Kasturba Gandhi Degree and PG College for Women, September 2nd, 2021
- Free Eye Camp for all Staff by Department of Biochemistry in collaboration with Win Vision Eye Hospital from October

29th, 2021 to October 29th, 2021

- MoU with The Routes Academy of Career & Eduventures signed on 29th Nov 2021 to facilitate Industry Visits and Internships. The duration of the MoU will be 5 years.
- The Department of Commerce signed an MoU with the National Stock Exchange (NSE) on Dec 8th, 2021. The duration of the MoU will be for a period of 3 years. The MoU entitles registered students from the Department of Commerce access to NSE's Knowledge Hub - and AI powered learning platform for all domains of Finance.

Several Capacity building activities for students for skill development and Career Guidance and Placement were organised.

CAPACITY BUILDING PROGRAMMES ORGANISED BY VARIOUS DEPARTMENTS FOR NON-TEACHING AND SUPPORT STAFF .

Several departments have come forward to organise capacity building programmes for non-teaching and support staff. The following capacity building programmes were organised

- Department of Botany organised a capacity building programme for Support on Primary health care through medicinal herbs on 27th July 2021
- Department of EVS organised a capacity building programme on Waste management for Support staff on August 26th 2021.
- Department of Economics organised a capacity building Programme on Basics of Banking operations on 30th Sept 2021
- Department of Commerce organised a capacity Building programme on Financial Literacy for non-teaching and support staff on 29th November 2021
- Department of Nutrition organised a capacity building programme on Healthy Diet for non-teaching on 10th December 2021

File Description	Documents
Upload any additional information	View File
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

IQAC initiates the design, administration, and collection of

feedback from stakeholders. The online feedback is collected from Students, Faculty, Parents and Alumni. Student feedback is collected at the end of every semester. The IQAC periodically reviews feedback from stakeholders to incorporate improvements changes in the teaching learning process and map attainment of learning outcomes. The stake holder feedback is presented by the IQAC to the Principal and College Council during the IQAC internal meeting every year. The Action taken report on the feedback is recorded in the minutes of the IQAC meeting and is presented before the Governing body.

The IQAC organised the Academic and Administrative audit on February 18th, 2021, and September 14th 2021. The Academic and Administrative audit provided an opportunity for the various departments to showcase their best practices and served as a learning experience for all. It served as a mechanism to monitor and evaluate institutional processes through a well-designed systematic audit procedure

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

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)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://sfc.ac.in/pdf/Annual%20Report%202020-2021.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College has undertaken a plethora of measures to encourage gender equity and sensitization. Starting with introducing an exclusive course in Gender Sensitization which covers issues connected to gender spectrum, domestic violence, female foeticide and invisible labour being offered to the students as part of the curriculum, the institution's curriculum is also designed to hone the students into responsible entrepreneurs and professionals. Safety of the students being of paramount importance the college has installed CCTV facilities in its campus, Security Personnel are posted at the gate to screen anyone entering the campus to ensure that safety is uncompromised. The college has a Counseling Cell (AASRA) which renders counselling services to all student. The institution conducts webinars, orientations to students to inculcate in the gender equity principles. The institution provides common spaces to students in order to unwind. The spaces earmarked for common rooms are Library reading rooms, Aaraam - Viraam (an open space for students to spend time informally). Washroom facilities are provided on all floors. The institution has also installed sanitary pad vending machine in the toilet and an incinerator for disposal of the same. The college provides gymnasium facility and yoga sessions in order to foster a healthy life.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://sfc.ac.in/AQAR/AQAR-2021/criteria%207/7.1.1.Gender%20Sensitization%20Foundation%20Course.docx

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

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)

Waste Management in the college premises: The housekeeping staff are orientated on the segregation of waste into various categories such as dry and wet biodegradable and non-biodegradable waste and toxic waste so as to make them realize the importance and need for segregation and understand the types of waste. Each classroom was provided with two bins to enable the students to dispose the wet and dry waste separately. The College has developed a waste management centre named 'Shubram' where solid waste generated in the college is segregated. Shubram has many compartments where biodegradable and non-biodegradable waste is kept separate. On an average approximately 5 kilogram of wet waste is collected and is aerobically composted in the college campus. This wet waste is mainly from the cafeteria. The non-biodegradable waste is further categorized as recyclable and nonrecyclable. Approximately 150 kg of recyclable dry waste is collected per month and sent to a company called Waste Ventures of India that undertakes recycling activities. About 30-50kg of non-recyclable waste is disposed through GHMC services. This waste segregation, composting and sending for recycling is overseen by NCC cadets and volunteers from Prakriti club with the help of housekeeping staff. The college has partnered with ITC for recycling paper waste generated in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File
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	A. Any 4 or all 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	A. Any 4 or All of the above
File Description	Documents
Geotagged photos / videos of the facilities	View File
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	

<p>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	<p>A. Any 4 or all of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="102 689 547 757">File Description</th> <th data-bbox="547 689 1437 757">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 757 547 898">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="547 757 1437 898" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="102 898 547 1003">Certification by the auditing agency</td> <td data-bbox="547 898 1437 1003" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="102 1003 547 1108">Certificates of the awards received</td> <td data-bbox="547 1003 1437 1108" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="102 1108 547 1169">Any other relevant information</td> <td data-bbox="547 1108 1437 1169" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>		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	View File	Any other relevant information	No File Uploaded
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Certification by the auditing agency	No File Uploaded										
Certificates of the awards received	View File										
Any other relevant information	No File Uploaded										
<p>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.</p>	<p>A. Any 4 or all of the above</p>										

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).

St. Francis college for women is a cauldron simmering with the vivacity of the vibrant country like India. It provides a unifying environment which nurtures tolerance and harmony towards cultural, regional, linguistic, communal and socioeconomic values. True to its vision and mission the institute organises a plethora of activities towards the creation of inclusive environment. The institution showcases various indigenous dance forms of the country like Kuchipudi, barathnatyam, Mohiniattam etc at different events of national importance. It also highlights the local art forms of the state like burra katha. Celebration of Hindi diwas, french and Telugu Bhasha Dinostava Vedukalu keeps the linguistic germane and flourishing in the current scenarios. The institution gives special attention to the social and economically underprivileged. The institution's SWAYAM initiative resulted in distribution of provisions to the domestic workers.

Students and staff of the institution visited and spend time with the inmates of different institutions housing underprivileged students, specially-abled students and elderly homeless people. Staff and students during the pandemic provided succour to many economically weak families in the neighbourhood during the challenging times of Pandemic . The students have actively participated in Haritha haram programme initiated by Telangana Government in spreading awareness in the neighbourhood areas on the importance of trees in the ecosystem and planting many saplings to follow up the talk with the deed.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:	
<p>St. Francis College for Women has incorporated value education as part of its academic programme right from its inception, proving our commitment to the promotion of values. The main objective of these programmes is to inculcate in students' human values, through informal and interactive sessions. Classes on value education are held once a week. Topics discussed are generally related to youth and the conflicts and challenges they face. These issues are discussed through role-plays, skits and questionnaires. These equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community through curricular and co-curricular activities. St. Francis College for Women sensitizes its students and employees to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct themselves as a responsible citizen. The students are inspired by participating in various programs on culture, traditions, values, duties, etc. The institute regularly conducts awareness programs on ban on plastics, cleanliness, Swachh Bharat, Haritha haram, voting, legal awareness, traffic rules, fit India, Atma nirbhar bharat etc. involving students.</p>	
File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File
7.1.10 - The institution has a prescribed code of conduct for students, teachers,	A. All of the above

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

File Description	Documents
Code of Ethics - policy document	View File
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	View File
Any other relevant information	No File Uploaded

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

Our Institute celebrates with great fervour different prominent days of National and International importance as well as various commemorative days. This practise helps to inculcate the spirit and essence of the day among learners. College is committed to promote ethics and values amongst students and faculty and these activities are an integral part of college co-curricular activities. Everyone gets to know the importance of National integrity in the country in general and their role in it in particular. Every year college reminiscences the freedom struggle of our patriots on the occasion of National Festivals i.e., Independence Day on 15th August and Republic Day on 26th January. Teacher's day is celebrated on 5th Sept every year in the recognition of the birthday of great teacher Dr. Sarvepalli Radhakrishnan.

Some of the commemorative days celebrations which are a regular part of our college are World Wetlands Day on 2nd Feb, National Science Day on 28th Feb, World Wildlife Day on 3rd March, Earth Day on 22nd April, World Press Freedom Day on 3rd May, International Day for Biological Diversity on 22nd May, World

Environment Day on 5th June, Social Media Day, 30th June, International Tiger Day on 29th July, World Mosquito Day 20th August, World Photography Day on 21 August, Telugu Language Day August 29, The Nutrition week celebrations on the 4th September, World Ozone Day on 16th September, World Tourism Day on 27th September, World Television Day on 23 November 2021, World Aids Day on 1st December and National Energy Conservation Day on 14th December.

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	View File
Any other relevant information	View File

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

Best Practice 1

1. Title of the practice:

DAAN UTSAV - Reaching out to the underprivileged

2. Objectives of the practice:

St. Francis College for Women organises a Social Outreach Program every year in the month of December. It has been a practice to involve every student of the college in this initiative and help them experience 'Joy of Giving' by reaching out to the needy.

DAAN UTSAV is a week-long celebration of connecting with less fortunate by offering them help either in cash or kind. The key objective is to develop the value of 'reaching out to the underprivileged' among the students. Every class is expected to visit an institution to provide aid and spend time with the inmates.

3. The Context:

The Mission of St. Francis College is to motivate students to become intellectually competent, morally upright, socially committed, emotionally stable, spiritually inspired patriotic women citizens of India. The social outreach program in alignment with this mission intends to make the students understand and experience that 'It is in giving that we receive'.

The program aims at inculcating the value of social commitment among the students. The management strongly believes that while the students aspire to be intellectually competent, it is equally important to reach out to the underprivileged who belong to the society we live in.

4. The Practice:

A centralised schedule for DAAN UTSAV is shared by the management 2 to 3 weeks prior to the commencement of the programme.

The list of suggested places to visit is displayed on the college notice board. The list comprises old age homes, orphanages, schools for specially abled, schools for street children, government schools etc.

Students and staff are encouraged to select the place they would like to visit.

Student representatives in coordination with the staff incharge find out the actual requirement of the institution by contacting the concerned authorities.

Fund is generated by voluntary contributions made by the students of each class. Staff too contribute for the same.

Required items are procured from the accumulated fund and are handed over to the institution. These items vary from grocery, stationery material, clothes, medicines to book shelves, water purifiers etc.

Few institutions accept only monetary aid and hence the collected amount is handed over to such institutions.

Students and staff together visit the institution and spend time with the inmates be it underprivileged students, specially abled students or elderly homeless people. During the visit students conduct various fun activities to engage the students/ elderly people. They actively engage and entertain everyone, bringing

smiles and moments of joy to each one's life.

A separate committee of staff is formed to manage this Social Outreach Programme. Each department is required to submit a report to this committee after the visit. A consolidated report is later presented to all the staff members of the college.

5. Evidence of the success:

Over the period of last few years, several organisations in the twin cities of Hyderabad and Secunderabad have been benefitted with the aid provided.

This initiative of Social Outreach has inculcated the value of care, compassion and empathy among the students. Many students have often shared their feedback of being touched with the experience they had during the visit. DAAN UTSAV has certainly helped develop a fresh perspective towards life among the students.

The Social Outreach Program has always been appreciated and has received excellent support from the student and teaching fraternity. The efforts of St. Francis College in reaching out to the needy have also been applauded by the authorities of various organisations to whom the aid was offered.

6. Problems encountered and resources required:

There are various organisations in the vicinity who require financial help. The college alone cannot meet the requirement of everyone in need. Nevertheless, conscious efforts are taken by the committee to reach out to the different organisations every year.

Though there are no major problems encountered, pandemic did affect execution of the social outreach programme in the year 2020-21. As it was not desirable for the students to visit in big numbers to any of the organisation, only the representatives visited and handed over the items purchased. Few classes preferred to contribute and hand over the amount to the management which in turn was collectively donated to the organisations in need. Though everyone was not actively involved due to the challenges each one was battling on personal front, pandemic did not dampen the spirit of giving and the social outreach programme was successfully concluded.

Best Practice 2

1. Title of the practice:

CAPACITY BUILDING PROGRAM - for the NON TEACHING and SUPPORT STAFF

2. Objectives of the practice:

The Non Teaching and Support Staff of St. Francis College for Women play a very significant role in successfully operating the functions of the college. It has always been a practice by the management to acknowledge and appreciate the efforts of the non teaching and support staff.

The key objective of the Capacity Building Program is to enhance the capacities of the non teaching and support staff in all aspects of life. The program aims at acquainting them with basic knowledge of key areas important for their holistic development. All the non teaching and support staff are encouraged to participate in this program conducted by the faculty members of the college itself.

3. The Context:

Along with the Teaching Staff, Non-Teaching Staff and Support Staff are equally important for successfully carrying out the operations of the college. The management does not differentiate between the two when it comes to all round development of an employee of the college.

The Capacity Building Program helps create an awareness among the participants regarding various aspects like managing their personal finance, cleanliness, nutritious diet and many more which helps them to take informed decisions with confidence in their personal lives. This confidence is reflected in their work too, thus, facilitating enhanced productivity at the workplace.

4. The Practice:

In the beginning of the academic year, a tentative schedule with the topics to be covered department wise is prepared and shared with respective HODs.

The schedule is also communicated to the Non Teaching and Support Staff.

Representative staff members from teaching faculty of each department brainstorm and decide on the modality of conducting the program. According to the plan, required material to be shared with the participants is arranged. It varies as per the topic of the program. Eg: handouts, presentations, practical exercises to engage the participants, demonstrations etc.

Various departments of the college, namely - Department of Environmental Studies, Department of Economics, Department of Botany, Department of Commerce and Department of Nutrition have actively participated in the conduct of the Capacity Building Program.

Various topics covered during this program are as follows - Solid Waste Management, Basic Operations in Banking, Primary Health Care through Medicinal Herbs, Financial Literacy and Balanced Diet.

During few sessions interesting activities or competitions are conducted to engage and motivate the participants and prizes are announced while for few others participants are entitled to receive certificate of participation.

The overall program is well received and appreciated by the Non Teaching and Support Staff of the college.

5. Evidence of the success:

This program has equipped the participants with awareness of managing their personal health as well as their finances. It has made them more confident individuals who are now capable of effectively handling their tasks at workplace.

As the sessions of the program are conducted by the inhouse college staff, it has helped in establishing much required 'connect' between the teaching staff and non-teaching staff.

The non teaching staff is keen on knowing and exploring more about the topics discussed. Many of them have shared their positive feedback and expressed their desire in attending all such sessions that would be scheduled in near future.

6. Problems encountered and resources required:

There are no major problems in executing the program. The only limiting factor is getting entire non teaching and support staff

together at the same time for multiple sessions. At times due to urgent administrative work few of the non teaching staff members may miss the session. Also, the teaching staff conducting the session should be well versed with local language too to cater to those who do not follow English. A well planned schedule and enthusiastic response of the participants has helped in successfully executing the Capacity Building Program at St. Francis College for Women.

File Description	Documents
Best practices in the Institutional website	http://sfc.ac.in/igac_bestpractices.php
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)

ECOSYSTEM FOR WOMEN EMPOWERMENT

In line with the institution's vision "Holistic Education for the Empowerment of Women", the institution continuously motivates students to become intellectually competent, morally upright, socially committed, emotionally stable, spiritually inspired patriotic women citizens of India. The mission of Holistic

Education for Empowerment of Women is achieved through various well planned and executed student centric activities.

Curriculum: The college strives for a well-rounded curriculum which is constantly updated according to the industry requirements in order to keep the students abreast with the latest developments in the various fields of study offered by the institution.

NSS/NCC/Sports - The college has strong and capable NSS/NCC/Sports units which attempts to instill in students the spirit of community service, develop leadership qualities, and strong character. The Department of Sports at St. Francis College offers a number of sports activities to help students become physically fit and develop spirit of sportsmanship.

Student Clubs: Extension activities of the student community in the College are executed through the different Student Clubs which provide a platform to the students to develop their organizational and leadership skills.

Innovation Hub (EUREKA): In line with country's slogan Atma Nirbhar the college through its innovation hub is striving to build an effective and a vibrant entrepreneurship ecosystem on campus to guide the aspiring student entrepreneurs.

Centre for Career Guidance and Placements (CCGP): CCGP guides and trains the aspirants from the college for being suitably placed in a professional environment. Campus Recruitment Training sessions are conducted for the students by renowned companies like GE, Deloitte, Arcesium etc. Hundreds of students get placed with reputed companies every year.

The success of the ecosystem for women empowerment is evident from the fact that several alumnae of St. Francis College are currently holding prestigious positions in their respective fields of expertise as Civil Servants, Scientists, Media Professionals, Chartered Accountants and many more.

File Description	Documents
Appropriate link in the institutional website	http://sfc.ac.in/igac_bestpractices.php
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

St. Francis College has been a pioneer institution for women's education in the twin cities of Hyderabad and Secunderabad. The college was accredited with A grade in the 4th cycle of accreditation by NAAC in Feb 2021 and is looking forward to a good rank in the NIRF 2021. The college strives to move forward with initiatives envisaged in the strategic plan 2018-23. As the pandemic has created the need to provide students with online learning, the college is working to establish a SWAYAM Local chapter in the college to encourage more students to enrol for self-study courses offered by SWAYAM-NPTEL. The pandemic has affected student & staff lives significantly. To help students and faculty cope with difficulties caused by the Pandemic, the college plans to organise a Webinar on Basic Psychological Counseling Skills at the beginning of the academic year 2021-22. The college plans to organise vaccination drives in collaboration with hospitals to help those in need of it. Providing support to faculty research endeavours has always been a priority for the management. The management plans to launch the SFC minor research grant scheme 2021-22. This is designed to motivate the faculty members to embark into research arena and thereby strengthen the research spirit in the college. The management intends to provide financial support to help SFC faculty members to pursue research work along with their academic engagements. Besides collaborative initiatives with other institutions in the form of faculty exchange programmes a MoU's with institutions of national importance, research institutes and corporates is on the cards to facilitate knowledge and skill development among the students. A detailed plan of action by different departments to organise capacity building programmes for non-teaching staff is being finalised for the year 2021-22. The college will be applying to UGC for Extension of Autonomy Status this year and is looking forward to this inspection. The college nurtures plan to launch new degree programmes, certificate, and diploma courses in the coming academic year. Development of programmes in line with NEP is also under consideration. The college awaits guidelines from the state council in this regard.