INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)

Accreditation - (Cycle - 1)

PEER TEAM REPORT ON

INSTITUTIONAL ACCREDITATION OF
AURORA'S DEGREE & PG COLLEGE

Hyderabad
Telangana
500020

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

Section I:GENERAL INFORMATION	
1.Name & Address of the institution:	AURORA'S DEGREE & PG COLLEGE Hyderabad Telangana 500020
2.Year of Establishment	1989
3.Current Academic Activities at the Institution(Numbers):	
Faculties/Schools:	
Departments/Centres:	3
Programmes/Course offered:	20
Permanent Faculty Members:	180
Permanent Support Staff:	170
Students:	4728
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. A college focusing on learning beyond classroom 2. An affiliated, co-educational, city college catering to the urban students 3. A college which is part entity of 27 institutions of multi-various disciplines.
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 03-10-2018 To : 04-10-2018
6.Composition of Peer Team which undertook the on site visit:	

	Name	Designation & Organisation Name
Chairperson	DR. RAJAN WELUKAR	Vice Chancellor,G H Raisoni University
Member Co-ordinator:	DR. CHANDAN GUPTA	Professor,Devi Ahilya Vishwavidyalaya
Member:	DR. JEZER JEBANESAN	FormerPrincipal,Scott Christian College (Autonomous)
NAAC Co - ordinator:	DR. VINITA SAHU	

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

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrices(QlM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QlM	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QlM	Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1
The college is located in the centre of the city, catering to urban students and have less flexibility in designing and revising the course due to affiliated status. The college is running Undergraduate and Postgraduate program for Arts, Science and Commerce. The college practices well defined academic calendar for effective implementation of curriculum designed by the affiliating university. The teachers make lesson plans for each course and maintain a proper record through teaching diaries. A syllabus completion report is submitted by the teachers. The lesson plans are reviewed to incorporate nuances and improvements. Details of the schedules, time tables and lesson plans are provided to the students in the beginning of each academic year.

Adequate number of value added courses has been introduced by the college which provide academic flexibility to the students and also sensitize them towards environmental awareness, moral values and gender issues. Programs like 'Harithaharam' and 'Vanamahotsav' are conducted every year to address issues related to environment. The active NSS team with varied events is found useful for students to develop skills and values. For creating awareness of gender equity amongst the students, the college has constituted a" Gender Sensitization Cell", which organizes seminars, group discussions and debates etc. Students have opportunity to undertake projects to get exposure to the world of work.

	Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrices(QlM) in Criterion2)
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QlM	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1 QlM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.4 QlM	Innovation and creativity in teaching-learning
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QlM	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level
2.5.2 QlM	Mechanism of internal assessment is transparent and robust in terms of frequency and variety
2.5.3 QlM	Mechanism to deal with examination related grievances is transparent, time-bound and efficient
2.5.4 QlM	The institution adheres to the academic calendar for the conduct of CIE
2.6	Student Performance and Learning Outcomes
2.6.1 QlM	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students
2.6.2 QlM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2
In concurrence with the university admission process, the college communicates and invites applications for admissions into various U.G programs. The prescribed guidelines of affiliating university are followed in terms of merit and reservations of OBC, ST, SC, General and others. Advanced, mediocre and slow learners are identified through a counseling session and preliminary test. Special efforts are seen to support mediocre and slow learners through remedial sessions, special assignments, seminar presentations and peer learning. Summer research fellowships, encouragement for project work and specialized mentoring are good efforts to expand critical thinking abilities, academic aptitude and skills of advanced learners. Fee concessions and 'Earn while you Learn' scheme for deserving candidates are appreciable efforts made by the college. The college occasionally makes use of ICT to ensure effective teaching - learning process. The 'Literary Club' and the 'Library Committee' of the college facilitate literary and curricular events that enable multidimensional teaching and learning.   College ensures Participative Learning, Experiential Learning and Problem Solving through Group Discussions, Debate, Role Play, Quiz and Case Study. Summer internships and Research Projects are in place to provide knowledge of decision making and real life situations. Students are encouraged to gain specific knowledge and skills through various clubs like Genome, Nutri and Quiz clubs established by the college. Placement training is provided to all the students from first year onwards.

The college has introduced CBCS as per the guidelines of the university. The reforms in internal evaluation system at institutional level are seen through internal assessment which comprise of continuous evaluation on a fortnightly basis. The college has initiated ACES (Aurora's Continuous Evaluation System) that propels |

continuous evaluation of the students which is in tune to the guidelines of affiliating university. Students are informed about the syllabus for the examinations, format of the question papers and weightage of marks and a soft copy of the same is send to them through e-mail. Assignments are given to the students to cater the requirements of CBCS.

Internal assessment of the students is done on the basis of assignments, unit tests and seminars on the concepts. Answer sheets of internal assessment is shown to the students to review and rectify their performance in forthcoming examinations. Award and reward system is in place for students achieving excellence in the exams. A well defined process for addressing the grievances with reference to evaluation is in place. The test papers are evaluated within time schedule and marks are uploaded on the university website. Pos, PSOs and Cos are clearly stated.

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

Qualitative analysis of Criterion 3
Out of one hundred sixty eight teaching faculty, ten are Ph.D. holders and two teachers are recognised as research guides. Non Ph.D. teachers should be encouraged and facilitated to enrol for perusing doctoral research. Teachers with Ph.D.s should be motivated to take up research projects and receive research grants from various government agencies and industries. Performance based incentives to faculty for research and development work will certainly motivate them. Few faculty members have authored subject books and published articles and book chapters. Entrepreneurship Cell of the college facilitates and motivates students to initiate start-up by providing mentorship programs. There is a need to strengthen the institute-industry partnership. The college publishes a research journal 'Antharmukha' which provides a platform to faculty and students to publish their research work. The extension activities are visible through various activities conducted by two NSS units of the college. Students are actively involved in the activities related to social responsibilities. Activities such as tree plantation, health awareness programs, cleanliness and sanitation programs, women development programs are organized in the village adopted by the college. Community activities are in place such as Blood donation camps, Swachh Bharat camp, Anti-drug awareness camp etc. There is a need to establish MoUs with institutions and industries to bridge the gap.

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

Qualitative analysis of Criterion 4
Since the college is situated in the centre of the city, hence expanding the campus is a challenge for the management. However college has sixty classrooms with LCD provision and ten classrooms are ICT enabled with Internet. The adequate number of laboratories, staff rooms and seminar halls is found to be effectively utilized in teaching-learning process. Laboratories are equipped with safety measures. Four Computer labs with 200 systems are connected to internet through LAN. An auditorium with 240 seating capacity is available for cultural activities. Due to lack of space college does not have its own play grounds. The sports facilities need to be strengthened for overall development of the students. Hostel facility is not available for students. The library is equipped with adequate number of books, magazines, e-journals, e-books and licensed software. However, there is an urgent need of automation of the library. Apart from main library every department has a library. At present the manuscripts are not available in the library. The campus is under CCTV surveillance to promote the discipline and security. The whole campus is equipped with Wi-Fi facility.

Mostly maintenance is done by in-house staff. There is a need of annual maintenance contract for regular maintenance of physical, academic and support facilities. |

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

Qualitative analysis of Criterion 5

Student council of the college is in place and found to be active in the development of the student community. It involves in decision making and suggesting activities and measures which are essential for improving the quality of teaching and learning. Student council is involved in planning and executing various events organized by the college, by which they learn management skills. The student council is constituted on the basis of an interview conducted by a panel consisting of alumni, principal, heads and section in-charge etc., which could be democratic. The council meets regularly to discuss academic and nonacademic issues like discipline, anti-ragging, events etc. and acts like a bridge between the management, teachers and students to resolve related issues. Various leadership programs are being organized for the students to inculcate professional and moral values. Student Grievance Cell, Discipline Cell, Anti-Ragging Cell enables a safe and conducive atmosphere in the college. Consistently the NCC students are participating in Republic Day parade as well as sports persons are participating in Nationals / all India University level tournaments and winning medals. Three students have won medals at international level.

The institution has an active Placement Cell with two Faculty Placement Coordinators and Student Placement Coordinators to foster placement and internship programs. Placement, Aptitude and Soft Skills training is provided to registered students with a view to equip students face the drive confidently. Recently, the Alumni association has been registered. Alumni association needs to be strengthened, to contribute significantly to the development of the institution. The help of alumni should be strengthened in training and placement process.

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

Qualitative analysis of Criterion 6
The vision and mission of the college focuses on imparting value based education and holistic development of the students. The college IQAC and Governing Body are statutory wings to guide the college in all administrative, academic, value-added and societal endeavors. Principal forum with HoDs hold regular meetings to deal academic, non academic and administrative issues. Captains' forum discusses students' related issues. The institution attempts participative management through decentralization and delegation of power. The college provides operational autonomy to all departments for academic and administrative matters. The attendance committee of the college ensures a transparent and effective attendance policy. At the cross-sectional level, the department collaborates with various committees like the Discipline Committee, Students Council etc. in the achievement of the organizational goals. A well defined perspective plan aligned with vision is found to be in place. Various cells, committees and clubs are in place for effective and smooth functioning of the institute.

The college has a number of welfare schemes for teaching and non-teaching staff including EPF & ESI, Financial aid for medical treatment, free education to children of teaching and non-teaching staff etc. Financial support for attending conferences, seminars and workshops will improve research output of the college. The college has a well defined appraisal system based on the feedback taken from the students on performance of faculty members. To retain the experienced teaches, the college provides Retention Allowance to them. However, the promotion scheme for non-teaching has not been mentioned. The college has established Faculty Grievance Cell to address issues of faculty members.

Financial audit of the institute is done regularly. However, the mechanism of regular internal and external audit has not been mentioned. The tuition fee collected from the students is the major financial resource for the college. Some funds are raised by conducting examinations for outside agencies. Faculty members should be encouraged to take projects from Government and industries for generating funds. The Internal Quality Assurance system is in place and contributing through Abhideya, Reading Club and Mass Communication Club. Significant incremental improvements in IQAC have been made by the college.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrices(QlM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.2 QlM	1. Institution shows gender sensitivity in providing facilities such as: 1. Safety and Security 2. Counselling 3. Common Room
7.1.5 QlM	Waste Management steps including: • Solid waste management • Liquid waste management • E-waste management
7.1.6 QlM	Rain water harvesting structures and utilization in the campus
7.1.7 QlM	Green Practices • Students, staff using a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QlM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QlM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QlM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QlM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7
The college has defined policy for safety, security and counselling of the students. Various committees represented by the students monitor the safety and security of the students. Equal representation of both the genders in student council shows college's sensitivity towards gender equity. Collaboration between Women Empowerment Cell and SHE teams is a good initiative to ensure safety and defence mechanism for girl students. Apart from personal counselling, professional counselling is also provided to the students, if required. However, description of common room and medical facilities in the campus is not mentioned.

Through "Kachra Daan- Karo Kalyan" scheme solid waste is segregated and disposed off. Liquid effluent treatment system can be implemented and the water can be reused for cleaning, gardening etc. Provision for e-waste disposal is in place. At present the college does not have any mechanism for rain water harvesting. The college shows its environmental concerns by free distribution of environment friendly Ganesh idols, plants and organising Cycle Rally for crating awareness among the society. All the information is communicated online to minimize paper work. The college is active in promoting human values and professional ethics through organizing events on great Indian personalities, National festivals and special occasions. Transparency in financial matters is assured by internal and external audit being done under the supervision of management and principal. The IQAC is in place.

The first best practice presented by the college "Samavartan: Aurora's Graduation Ceremony motivates the students for higher achievements in terms of gold medals and certificates. The second best practice "My India Project" will surly benefit the second year students to improve their knowledge and skills through practical learning in field projects. The institutional distinctness is "Antarmukha: The Research Journal which bears an ISSN number 2348-2591 and quarterly published.

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

Strengths:

- Being situated in the heart of the city, college has good number of UG and PG students.
- Adequate system for safety and security of students.
- Full –fledged admissions into commerce and physical sciences programs.
- Resourceful, functional and visionary management.
- Scholarships and free ships to poor students and wards of the staff.
- Diversified management of the college has 27 other institutions

Weakness :

- Due to affiliated status less flexibility in designing and revising course curriculum.
- Less number of doctoral faculty members.
- Inadequate infrastructural space for sports activities, canteen and hostel.
- Results of science faculty at UG level are low.
- No external academic audit.

Opportunities:

- Synergy to be developed from the strength of sister institutions of the same management.
- Inculcation of multi disciplinary approach.
- Creating a culture of research and innovation.
- Strategic engagement and capacity building in leadership and management at the state level.
- Enhancing the employability of graduates in enterprise education and entrepreneurship.

Challenges:

- Retention of good faculty.
- Increasing female students intake so as to maintain male: female ratio.
- Mobilization of funds for research.
- To generate funds from outside agencies.
- Introduction of employability based programs.
- Bringing multi disciplinary in teaching as well as research.
- Bringing consultancy.

Section IV:Recommendations for Quality Enhancement of the Institution

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- Faculty members should be encouraged to pursue Ph.D. that will enhance the quality of teaching and learning and research.

- There is an urgent need for automation of college library.

- Separate common room facilities should be provided for boys.

- Infra structure should be created in terms of hostels and play grounds.

- More conferences/ seminars, workshops should be organized at the national level.

- Teacher training is necessary for modern pedagogy and ICT technologies.

- Value added, need based, skill oriented programs should be started.

- The college should apply for 2(f) and 12(b) status.

- The college should apply for research projects to various funding agencies.

- More number of computers should be added to improve student computer ratio.

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

Signature of the Head of the Institution

Seal of the Institution

Sl.No	Name		Signature with date
1	DR. RAJAN WELUKAR	Chairperson	
2	DR. CHANDAN GUPTA	Member Co-ordinator	
3	DR. JEZER JEBANESAN	Member	
4	DR. VINITA SAHU	NAAC Co - ordinator	

Place

Date