

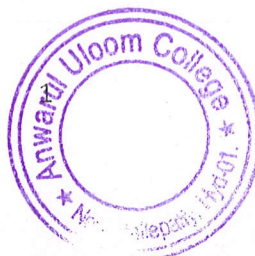
**External Administrative & Academic Audit Report of Anwarul Uloom College (Autonomous),
New Mallepally, Hyderabad for the Academic Year 2019-2020**

We, the undersigned have inspected the Anwarul Uloom College (Autonomous) New Mallapally, Hyderabad during the month of January 25, 2021 to conduct the external academic audit of the College for the Academic Year 2019-2020. Based on our inspection & inquiries, following report is finalized.

Anwarul Uloom Education association was established in the year 1952. Under the aegis of association Anwarul Uloom College was established in the year 1960. College was granted autonomy in the year 1988-89 and accreditation of "A" grade was conferred to the college in the year 2017 accrediting agency NAAC. The college is offering 25 programmes at UG & PG level. To ensure internal quality in teaching and learning and promote quality culture IQAC was established as per latest NAAC guidelines. In the beginning of the year IQAC chalked out action plan towards quality enhancement and conducted meetings on quarterly basis and taken follow up action on the actionable points to ensure the quality.

During the academic year IQAC made significant contribution towards quality enhancement.

1. Introduced five new programmes
2. Conducted three faculty development programmes
3. Conducted three refresher training programmes for non teaching staff
4. Observed quality week in all departments
5. Prepared teaching and non teaching staff health profile
6. Monitored performance of teaching and learning activities.
7. Conducted periodical meetings of staff to revive academic and support activities.
8. Conducted performance appraisal of staff
9. Signed 13 MOUs with Academia/Industry
10. Organized all India Urdu Mushaira
11. Paper less administration
12. Enhanced use of ICT
13. Outreach and extension activities.
14. Revision of syllabus from time to time to suit industry need.



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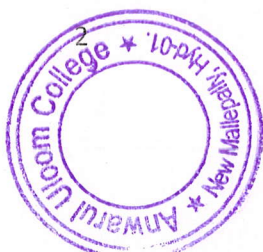
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The various programmes run by the college are Audited/assessed/inspected on the following parameters and the finding are as follows:

1. Curriculum Aspects
2. Teaching, Learning & Evaluation
3. Research, Innovation and Extension
4. Infrastructure and Learning Resources
5. Student Support and Progression
6. Governance, Leadership and Management
7. Institutional Values and Best Practices.

1. **Curriculum Aspects:** During the year 2019-2020 five new programmes were introduced and introspect of all programmes revision of syllabus has been made to the extent of 20% to 30% after duly considering needs of job market, Employability, Academic flexibility and feedback obtain from stake holders. All programmes including new programmes are based on choice based credit system. During the year new value added course "Diploma in Bio-Chemistry" was introduced to impart transferable life skill to a students. Field visit/internship were also undertaken by the students of PG & UG programmes in collaboration with academia / Industries to enhance a practical knowledge and hand on experience of a students. The college has devised regular structured feedback mechanism for various stake holder in Online and Offline mode, suggestion obtained from the stake holders has also been utilized to take remedial action for improvement of quality of curriculum, quality of infrastructure, improvement of laboratories with new age equipments. All statutory and non statutory committee meetings are conducted in time as per schedule plan and on the recommendations made by the committees follow up action are initiated by IQAC and action taken reports are uploaded regularly on the websites

2. **Teaching Learning & Evaluation:** Sanctioned strength of staff is (157), during the year (14) vacant post has been filled. All the staff members are qualified and they are appointed through transparent process after following norms of the government and UGC. (19) Staff members are doctorates. Student's enrollment is from diverse background. The ratio of female students is more than the male students. International students from (13) Asian and African countries are also enrolled in different programmes of the college separate committee has also been constituted by the College to address issues relating to international students. Student Teacher ratio is as per the norms prescribed by the UGC. Mentoring of the students is an essential feature and followed in all the departments to render equitable service to the students after the



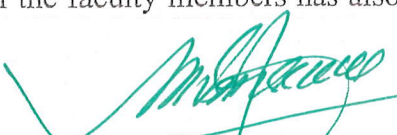
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implementation of mentoring service improvement of attendance, improvement in academic performance and dropout rate of student has been observed in the programmes. In teaching learning process almost all the faculty members are making use of ICT resources for teaching. Project and field visit and collaboration with academia/industries is also part and parcel of effective teaching. The faculty members are actively engaged in academic related activities in addition to teaching. During the year fifteen seminars/webinars two workshops have been organized. Approximately more than eighty webinars/seminars/workshops have been attended / participated by the faculty members from various departments. Faculty member has also attended three faculty development programmes organized by the IQAC. The evaluation process in the college is robust, transparent and automated. College follows CBCS pattern of syllabus and semester scheme of examination. The examination is conducted as per schedule and evaluation is done to assess skills, attitude and outcomes expected from the program, and course learnt during the course of training. The grievances of students in respect of examination and other related issues are addressed through grievance committee in time bound manner. During the year there is no grievance of the students about evaluation. The valuation of papers has been done through senior faculty members of the college as well faculty members of other colleges. Results have been declared of all programme in time. After completion of programme student satisfaction survey has also been conducted through structured designed format. Feasible suggestions made by the students are incorporated in the teaching, learning and evaluation mechanism of the institution after obtaining concurrences of authorities.

3. **Research, Innovation and Extension:** Policy of college management is to promote research and innovations among the faculty in an annual budget substantial amount has been is provided and sanctioned for minor and major research projects. Research committee constituted by the college takes care about the research activities of the college. During the year the management has provided seed money of Rs. 435000/- towards research activity. Two workshops, eleven seminars/webinars organized by the college and participated in 247 seminars/ webinars by the faculty members and three FDPs organized by the college during the year. Twelve national and seventeen international articles/research papers published by the faculty members of the college in the UGC CARE journals notified on UGC website. Students from various programmes are also encouraged to undertake projects / intern ship in collaboration with reputed academia/industry. During the year two faculty members of this institution has been awarded Ph.D. The expertise of the faculty members has also

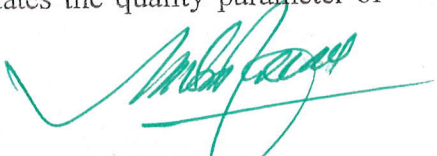



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New Mallepally, Hyderabad-01.

been utilized towards providing consultancy to organization, individuals and general public. During the year eight departments were involved in consultancy services and they have generated an amount of Rs 32700/- .The funds generated on account of consultancy has been distributed to the respective consultant/faculty. The faculty members of Zoology, Urdu, English, Commerce, and Chemistry has published six books and edited few chapters in books besides doing translation work. During the year activities with the cooperation and collaboration with NCC and NSS students of this institution have extensively participated in extinction activities. The faculty and students of this institution have rendered services to the society and exemplified that social responsibility imbibes social and moral values with in personality. During the year institution has signed sixteen MoUs with academia and industries. In the MoUs entered by the institution certain collaborative activities for research, faculty exchange and students exchange has also been made. Faculty members and departments have enrolled as a member of many international and national professional bodies. Faculty members has also participated in five FDPs and organized three faculty development programmes by the college.

4. **Infrastructure and Learning Resource:** In the annual budget for the year 2019-2020 and amount of Rs. 6,32,60000/- has been allocated to words augmentation of infrastructure, development of physical facilities and learning resources in the institutions. The library is fully automated with library management system software “new Genlib” is provided. The library is having 80,337 text books, 93,000 E-books, 38 journals and a large number of CD’s and videos. Administration, accounts, exam wings are fully automated with E-governance facility and paper less mode of communication. The guidelines and regulation relating to administration accounts and exams are codified by the institution. Laboratories are equipped with new age equipments. The IT infrastructure has been strengthened with technological up gradation of 330 (computers). For the maintenance of computers annual maintenance contract has been under taken by the expert agency. During the year assigned budget for providing academic facility is to an extent of Rs. 1,850000, the expenditure incurred during the year on the maintenance of academic facilities is to an extent of Rs. 80,67038/-. Housekeeping staff, full time engineer and care taker has been appointed to look after the maintenances activities. Each wing of the college is headed by a senior person. Sports wing is headed by professor and he is assisted by well experienced and qualified physical directors. Participative and decentralized policy is adopted by the college involving faculty and students In various statutory and non statutory committees. IQAC regularly updates the quality parameter of



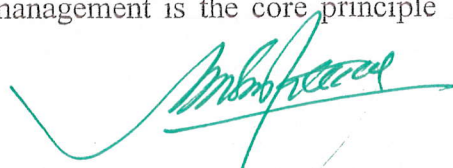

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teaching learning, administration, exams, and other quality aspects of examination. To maintain the quality regularly internal and external financial audit as well internal and external administrative and academic audit are conducted by the experts and their suggestions and recommendation are placed before the authorities for implementation. The college follows transparent policy and standard operating procedures have ensured that the resources available with the college are utilized to optimum extent with zero tolerance and zero wastage.

5. Support and Progression of Students: The management is liberal in supporting the financially weak and meritorious students. The support is provided to the students in the form of fee concession etc. During the year the institution has provided fee concession to 190 students to the extent of an amount of Rs. 29, 64,574 besides this 400 students obtained post-matric scholarship to an extent of Rs. 24,00,000/-. During the year institution has conducted capability enhancement and development programmes for the students which includes Yoga, meditation bridge courses, remedial coaching, personal counseling, soft skills etc. During the annual results of UG and PG programmes are in the range of 80 to 90%. 400 to 500 students graduated from this college has progressed to higher education and they have taken admission in M.com, MBA, M.sc, B. Pharmacy. Career guidance and counseling are looked after by the placement cell and committee for coaching for competitive exams. 147 students got placement with the efforts of the committee and placement cell. Management believes healthy mind enhances healthy body. College gives lot of importance to the sports and sports activities. College has provided requisite facilities in the form of training, dress and equipment. During the year students of this college has won 25 national and 7 international awards/medals in sports. The prominent sports are taekwondo, karate, kickboxing, Football, handball, best physiques, judo, weight lifting, power lifting, Boxing, wrestling and fencing. The students are represented on various academic and administrative bodies and their suggestions and cooperation are taken in organizing various activities in the college. The college is having registered alumni association. The numbers of alumni on rolls of the association are 1000. The alumni association has taken active part in organizing various social and cultural activities. They also contributed substantial amount towards welfare activities of the students.

6. Governance, Leadership and Management: The institution follows the practices of decentralization and participative management. Under decentralization delegation of powers are given to the subordinate functionaries for fast and effective decision making at all levels without compromising on the principle of accountability. Participative management is the core principle



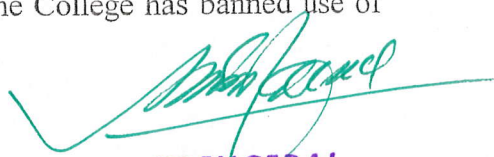

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followed in all the systems being implemented in the college. The stake holders are given free hand in taking decisions and incorporating with the student and teacher activities held in the institution. The college has provided orientation, FDPs, refresher training and skill development training to teaching and nonteaching staff, in this regard the management has made necessary provision in the budget which has been utilized fully during the year. The budget is prepared after considering the financial resources available at hand and expected generation of financial resources during the year. The corpus fund generated during the year Rs. 50 lacs. Stringent check and balances has been provided through internal and external auditor to control and monitor the finance. The management has initiated during the year various welfare schemes for the betterment of staff and their families which includes sanction of loans, paid leave, maternity leave, obsequies charges and conduct of various cultural and sports events for teaching and non teaching staff. During the year the college has submitted data to AISHE and also participated in NIRF ranking, thirty three quality initiatives has been initiated during the year few are as follows.

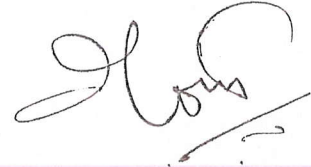
1. Three Faculty development programme on Recent trends in teaching and learning.
3. Session on Life Support.
4. Prepared health profile of teaching and non teaching staff.
5. Session on ACCA Course.
6. Academic and Administrative Audit.
7. IQAC monitors functioning of various committee and action taken on the recommendations
8. Orientation Program for students.
9. Staff orientation and refresher programmes.
10. Preparation and implementation of almanac for 2019-20.

7. Institutional Values and Best Practices: The institution is one of the oldest private autonomous college with NAAC "A" grade accreditation. The management imparts prominence to quality and human values. The policies and the processes followed in the college reflect quality and also human values. College is committed to social responsibilities in the society. The society served through extinction programmes conducted among the members of the society. The College is also committed to environment protection, preservation of ecosystem and scarce natural resources in this regard College has conducted seminars and faculty development programmes to words gender equality, environmental consciousness and sustainability. The College has explored alternative sources of energy that is solar energy and also reduced consumption of electricity through use of LCD bulbs, Tube lights etc. The College has declared entire campus as "no plastic, no smoking zone". The College has banned use of




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New Mallepally, Hyderabad-01.

drugs in the campus and to create awareness and also to monitor separate committee has been constituted. Conservation of water is done through harvesting pits. Separate garden is maintained by the botany department of the College. Proper waste disposal facilities have been provided and paper wastage is recycled for using it for different purposes. The college campus is disabled friendly ramps wheelchairs, rest rooms, scribe for examination; lifts and Braille software are provided for the disabled students. In case of international students separate foreign student's cell is available to look in their grievances. The college is distinct as 95% of students are from disadvantaged section of minorities. Women constitute major part of the students who are the first generation learners. Another distinct feature of the College is that students from (13) foreign countries that is from Middle East, Africa are studying in this College.



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