



# YEARLY STATUS REPORT - 2020-2021

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>AURORA'S PG COLLEGE (MCA)</b>
• Name of the Head of the institution	<b>Dr .B .MADHUBALA</b>
• Designation	<b>PRINCIPAL</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>04027030787</b>
• Mobile no	<b>9491101155</b>
• Registered e-mail	<b>madhaviprani12@gmail.com</b>
• Alternate e-mail	<b>principal.apgcr@gmail.com</b>
• Address	<b>12-125, Ganesh Nagar, Ramanthapur, Hyderabad - 500013</b>
• City/Town	<b>HYDERABAD</b>
• State/UT	<b>TELANGANA</b>
• Pin Code	<b>500013</b>
<b>2.Institutional status</b>	
• Affiliated /Constituent	<b>AFFILIATED</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Urban</b>

- Financial Status **Self-financing**
- Name of the Affiliating University **OSMANIA UNIVERSITY**
- Name of the IQAC Coordinator **Dr. S. PRATIBHA**
- Phone No. **04027030787**
- Alternate phone No. **9490125145**
- Mobile **9100033333**
- IQAC e-mail address **pratibha1507@gmail.com**
- Alternate Email address **pratibhaapgcr@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

<http://apgcr.edu.in/pdf/naac/agar-auri-report-19-20.pdf>

**4. Whether Academic Calendar prepared during the year?**

**No**

- if yes, whether it is uploaded in the Institutional website Web link:

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A+</b>	<b>3.30</b>	<b>2018</b>	<b>30/11/2018</b>	<b>29/11/2023</b>

**6. Date of Establishment of IQAC**

**09/12/2017**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

**8. Whether composition of IQAC as per latest NAAC guidelines**

**Yes**

- Upload latest notification of formation of IQAC

[View File](#)

**9.No. of IQAC meetings held during the year** 9

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year?** **No**

- If yes, mention the amount

**11.Significant contributions made by IQAC during the current year (maximum five bullets)**

\* Student Academic Manual is designed before the beginning of each semester and uploaded in the ERP system of the Institution. 19 certificate/training programs and 28 value added courses were conducted to the students to impart transferable life skills. Feedback is collected from the stakeholders; reports are analyzed and necessary suggestions were given by the members of IQAC.

\* The Institution practiced distinct teaching methodologies involving conventional teaching, interactive teaching learning, experiential learning and supplementary teaching. Conventional teaching includes lectures, tutorial and remedial classes, interactive teaching learning methods includes Student Seminars, Group Discussion, Debate, Case Studies, Role Plays, Quizzes etc., experiential learning consisting of industrial visits, business surveys, mini projects and major projects and supplementary teaching consisting of mentoring, counseling and orientation on discipline and etiquette. Blended Bloom's Taxonomy is adopted to evaluate the students' learning levels which helps them in attaining the specified program outcomes and course outcomes.

\* Established Center of Excellence with Henotic Technologies Pvt Ltd., to provide training in the emerging areas like Digital Marketing, Google Analytics, Web Development, Cyber Securityetc., for both Business Management and Computer Applications. The Intellectual Property Rights (IPR) Cell of the Institution has actively organized awareness programs to the faculty and students. The Institution has established Rural Development Cell in association with Mahatma Gandhi National Council of Rural Education

under MHRD. As a part of it the institution has participated in the workshop on 'Beat Covid, Psychological Support Skills', also organized webinars on Preparedness for Incident response due to the pandemic and Psychological support skills for faculty and students. The Incubation Cell of the Institution is actively engaged in imparting special knowledge by providing various programs on entrepreneurship development to the students of the Institution. The Institution received funding from MHRD for being a participating institution of Unnat Bharat Abhiyan. As a part of it, survey was conducted in the adopted villages to identify the need for basic amenities, and as a part of creating awareness the student volunteers suggested the villagers to wear masks, maintain social distance, wash hands frequently, and also distributed face masks, sanitizers to the villagers to face the Covid- Pandemic situation. ATAL FDP on 'Technology Management through Business Intelligence and Data Analytics', was conducted in February 2021.

\* Academic and Administrative audits were conducted at both Institutional and Departmental level. As a part of Green initiatives Green Audit was conducted in the campus for environmental conservation which would create a sustainable and healthy environment for the students to learn. The Institution uses Management Information System - Oracle Learning Management System and MS-Teams, MasterSoft ERP Solutions leading software to provide tailored cloud-based ERP solutions for better functioning of the Institution.

\* Campus Recruitment Training Program for 60 hours with modules including Verbal Ability, Arithmetic Ability, Reasoning, Aptitude and Personality development were organized as a part of pre placement training sessions to meet the manpower requirements of the Industry. The Institution also organized 32 guest lectures to enhance creativity, analytical, technical, interpersonal and employability skills among the students.

**12. Plan of action chalked out by the IQAC in 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
To prepare a schedule Criteria wise for preparation of AQAR Report.	<ul style="list-style-type: none"> <li>• Criteria wise data has been updated for the preparation of AQAR Report.</li> </ul>
To provide best infrastructure facilities to cater the academic, administrative and recreational needs of the students.	<ul style="list-style-type: none"> <li>• Class rooms, smart class rooms, seminar halls are equipped with LED projectors.</li> <li>• The entire campus is equipped with CCTV Surveillance.</li> <li>• The entire campus is provided with WiFi facility.</li> <li>• Library is automated with DELNET, EBSCO, J-Gate and National Digital Library membership facility is provided.</li> <li>• Learning Management System, Oleads, and Micro Soft Teams were used for academic activities and assignments, case studies, quizzes etc., were offered through online platform.</li> </ul>
To organize Induction Program for the newly admitted students for the academic year 2020-21.	<ul style="list-style-type: none"> <li>• Orientation program conducted for the newly joined students consisting of lectures by distinguished personalities, orientation on Teaching Learning Methods, interactive teaching learning (ITL) practices, Placements and Internships, Evaluation System, Code of conduct and other rules and regulations of the Institution from 28th to 30th January 2021 to make the students feel at ease in their new envisions.</li> </ul>
Preparation of Student Academic Manuals, with lecture sessions, ITL modules for the forth coming semesters.	<ul style="list-style-type: none"> <li>• Student Academic Manuals are designed, CDs were distributed to the students and also uploaded in the ERP system of the Institution.</li> </ul>
To introduce additional certificate/training programs	<ul style="list-style-type: none"> <li>• Conducted 19 certificate/training programs</li> </ul>

	<p>for the students during the academic year 2020-21. • As a part of Curriculum Enrichment 28 Value added courses on transferable life skills were offered to the students during the academic year 2020-21.</p>
<p>To Monitor the Project works of final year students and Internships of the first-year students.</p>	<ul style="list-style-type: none"> <li>• The Project works of final year students of both MBA and MCA departments completed successfully.</li> <li>• The first-year students have undertaken internships in various reputed companies.</li> </ul>
<p>To conduct Campus Recruitment Training (CRT) program to the final year students and to provide Campus Placements.</p>	<ul style="list-style-type: none"> <li>• The Training and Placement cell of the Institution has successfully conducted CRT program for 60 hours for the final year students from 21st September to 3rd October 2020.</li> </ul>
<p>To Collect feedback from the stakeholders.</p>	<ul style="list-style-type: none"> <li>• Feedback was collected from all the stakeholders, students, faculty, parents, alumni and employers.</li> <li>• The Feedback reports were analyzed and necessary actions were suggested by the qualitymanagement members of IQAC for the quality enhancement of the Institution.</li> </ul>
<p>To organize guest lectures and workshops for the students</p>	<ul style="list-style-type: none"> <li>• Guest lecture on "Social and Economic impact of Coronavirus", on 20th February 2021.</li> <li>• Guest lecture on "Pandemic Preparedness and Response Measures", on 7th January 2021.</li> <li>• Guest lecture on "Developing Entrepreneurial skills" was organized on 15th December 2020.</li> <li>• Guest lecture on "Total Quality Management", was organized on 5th December 2020.</li> <li>• Guest lecture on "Child Protection with Cooperation from</li> </ul>

	<p>Youth", was organized on 23rd November 2020. • Guest lecture on "Data Analytics, was organized on 18th September 2020. • Guest lecture on "Higher Education Opportunities", was organized on 22nd August 2020.</p>
<p>To enter into new MOUs during the current academic year.</p>	<p>To impart the students with job specific training and to promote entrepreneurial awareness and skills among the students the Institution has • Entered into MOU with Intershala to help the students in getting necessary job ready skills and internship opportunities. • Entered into MOU with Wissentech, to enhance the technical competencies, and leadership skills among the students. • Entered into MOU with Bharatiya Yuva Shakti Trust, CII wing to foster the skill of entrepreneurship among the students. • Entered into an MOU with Henotic Technologies Pvt. Ltd. a training institute for Business Analytics. • Entered into an MOU with Green Stakes Recycling Solution LLP. • Entered into an agreement with SIFT Market Research Organization.</p>
<p>To visit the adopted villages as a participating Institute of Unnat Bharath Abhiyan.</p>	<p>• Students visited the adopted villages Nagaram, Bogaram, Perzadiguda, Cheeryal, Turkapally and as a part of social responsibility sanitizers and face masks were distributed to the villagers.</p>
<p>To encourage the faculty members towards research contributions.</p>	<p>Faculty of the institution excels in teaching as well as research. The following are the achievements of the faculty during the academic year</p>

2020-21. • Dr. M. Madhavi, Director visited three institutions as NAAC Peer Team member. • Dr. M.Madhavi, Director selected as a member in BOS in C.K.T. College of Arts, Commerce and Science, Mumbai. • Dr. M.Madhavi, Director selected as reviewer in Higher Education era of Emerald Data base, USA. • She was selected as Expert Reviewer in 'AICTE Student Learning and Assessment Project'. • 18 Faculty members had registered for NPTEL Certification Courses • 3 Faculty members were awarded with PhDs and 2 Faculty members have registered for PhD during this year. • 8 books were published by the faculty

**13. Whether the AQAR was placed before statutory body?** **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Board of Governors	06/04/2022

**14. Whether institutional data submitted to AISHE**



**Part A****Data of the Institution**

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• Alternate Email address	pratibhaapgcr@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://apgcr.edu.in/pdf/naac/aqr-auri-report-19-20.pdf">http://apgcr.edu.in/pdf/naac/aqr-auri-report-19-20.pdf</a>				
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<p>To encourage the faculty</p>	<p>Faculty of the institution</p>

<p>members towards research contributions.</p>	<p>excels in teaching as well as research. The following are the achievements of the faculty during the academic year 2020-21. • Dr. M. Madhavi, Director visited three institutions as NAAC Peer Team member. • Dr. M.Madhavi, Director selected as a member in BOS in C.K.T. College of Arts, Commerce and Science, Mumbai. • Dr. M.Madhavi, Director selected as reviewer in Higher Education era of Emerald Data base, USA. • She was selected as Expert Reviewer in 'AICTE Student Learning and Assessment Project'. • 18 Faculty members had registered for NPTEL Certification Courses</p> <ul style="list-style-type: none"> <li>• 3 Faculty members were awarded with PhDs and 2 Faculty members have registered for PhD during this year.</li> <li>• 8 books were published by the faculty</li> </ul>
<p><b>13. Whether the AQAR was placed before statutory body?</b></p>	<p>Yes</p>
<ul style="list-style-type: none"> <li>• Name of the statutory body</li> </ul>	
<p>Name</p>	<p>Date of meeting(s)</p>
<p>Board of Governors</p>	<p>06/04/2022</p>
<p><b>14. Whether institutional data submitted to AISHE</b></p>	
<p>Year</p>	<p>Date of Submission</p>
<p>2022</p>	<p>05/03/2022</p>
<p><b>15. Multidisciplinary / interdisciplinary</b></p>	
<p>Being an affiliated college, course structure and the contents (Course curriculum) are designed by the parent university,</p>	



Osmania University, a reputed state university, which started implementing the Multidisciplinary/interdisciplinary approach from the year 2020-21 by introducing open/generic electives in the course curriculum. In lines with the University and to provide multidisciplinary education to the students in alignment with the objectives of National Education Policy 2020, Interdisciplinary/multi-disciplinary curriculum is being implemented at Aurora's Post Graduate College by offering Add-on courses, with a freedom to the students to choose their preferred options from the range of programs offered by the institute. Classes for Add-on courses are being conducted on-line/off-line beyond the scheduled classwork with utmost flexibility and convenience to the students. Institute is carving out the way further for more fruitful implementation of multidisciplinary and interdisciplinary education which will definitely enable the students to develop the skills required in 21st century.

#### **16.Academic bank of credits (ABC):**

The institution is following the guidelines of the NEP2020 and conducted many orientation programs to the faculty and students by inviting the Experts involved in the framework of NEP 2020. The Chairman of the Governing Body, Prof S Jeelani, being a former UGC Member, emphasised on the need to get associated with Academic Bank of credits. The students are provided with all the information required to register their accounts with the Digi Locker facility of the National Academic Depository and the faculty are provided with necessary training to assist and guide the students towards opening and managing their accounts with Academic Bank of Credits. Regular workshops are organised by the institution to propagate the concept of Academic Bank of Credits to the newly joining students and the registrations into ABC are continuing. Till now, more than 700 students opened their account with the Digi Locker facility of NAD.

#### **17.Skill development:**

Aurora's Post Graduate College, with a massive frame, organises events and programmes to foster a sense of teamwork, inventiveness, inquisitiveness, reliability, assertiveness, and sympathy in faculty and students. All of this lays a strong foundation for future academic and career success. The IQAC, in association with other departments, has conducted FDPs to upgrade the knowledge of the faculty and develop the skills necessary to perform various academic and allied activities more effectively. The institution has Memorandum of Association with 12 Industries and the experts from these industries regularly visit the

institutions and conduct various skill development programs to the benefit of the students. National Skill Development Corporation (NSDC) conducted a 60 hour training program for the students towards increasing their employability. ExcelR a reputed training organisation has conducted skill development programs on Advanced Excel, Full Stack Development, Data Analytics using Power BI, Digital Marketing and Cloud fundamentals to the students of the institution through 30 hours of hands-on training sessions. The faculty members are also encouraged to participate in various programs and enhance their skills. They have participated in the training programs of NTTTR Chennai, AICTE New Delhi and acquired many certifications offered by NPTEL, Ministry of Education, Government of India. Thus skill development is a constant endeavour for student and faculty development at Aurora.

**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

The institution emphasises on imparting knowledge to the students in Indian Languages whenever possible. There are language courses imparted as add on and certifications in Hindi, Sanskrit, Arabic and Urdu. Language oriented celebration of events like National Mother Language Day, International Mother Language day etc are celebrated in the campus where the students are encouraged to perform skits, dances, cultural acts and other programs in Indian Languages are highly encouraged. Students and faculty are also encouraged to pursue courses in Indian Languages through NPTEL and Swayam portals.

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

The institution has been following the concept of Outcome Based Education(OBE) in all the programs offered. The Program Objectives, Outcomes, Course Objectives and Outcomes are developed for each of the program and the course well in advance before commencement of the Academic Year. The Program Outcomes, Course Outcomes are published in the Website of the Institution and communicated to the students in the form of a well designed Academic manual. The curriculum delivery plan is mapped with the attainment of course objectives, program objectives and through pre defined outcomes that are measured by direct and indirect assessment methods. Methods like faculty survey, stakeholder survey, employer survey are incorporated before designing the outcomes and measuring the performance of the students in the concerned courses. Students transition from one semester to another semester are measured with outcomes and necessary

remedial coaching and support services are extended for the improved performance of students. Outcomes for co-curricular and extracurricular activities are also identified and communicated to the students and their performance in these activities is also measured. All the assessments are integrated with Bloom's Taxonomy Levels of learning with due intimation to the students and faculty for making the Learning outcomes attainable.

## 20.Distance education/online education:

The institution is not permitted to offer any programs in Distance Mode by the affiliating university and the statutory bodies. However, the college conducts various add on, training and certification programs in online mode for the benefit of the students.

## Extended Profile

### 1.Programme

1.1	2
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	861
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	210
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	341
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Number of outgoing/ final year students during the year						
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td><a href="#">View File</a></td> </tr> </tbody> </table>			File Description	Documents	Data Template	<a href="#">View File</a>
File Description	Documents					
Data Template	<a href="#">View File</a>					
<b>3.Academic</b>						
3.1 Number of full time teachers during the year		58				
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Data Template	<a href="#">View File</a>					
3.2 Number of sanctioned posts during the year		58				
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<b>4.Institution</b>						
4.1 Total number of Classrooms and Seminar halls		23				
4.2 Total expenditure excluding salary during the year (INR in lakhs)		279.6				
4.3 Total number of computers on campus for academic purposes		240				

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Institute is affiliated to Osmania University which offers courses semester wise with CBCS pattern and it meticulously follows the specified curriculum prescribed by the University.

## Curriculum Planning

The institute's College Level Academic Committee as well as a Department Level Academic Committee righteously develops action plans and monitors effective implementation of the curriculum. The planning is done well before the commencement of the semester in the following pattern

- Preparation of academic calendar with reference to university Almanac.
- Allocation of workload by considering subject preferences of the faculty, faculty profile and their subject options.
- Designing a Teaching Learning Process appropriate (TLP) for each semester program wise by integrating various methods of TLP like conventional teaching, Interactive Teaching Learning (ITL), Experiential Learning and Supplementary Teaching Learning Methods.
- Devising subject wise Course files, Session Plans including Modules, sub modules and interactive teaching learning activity schedule consisting allocation of sessions for all the methods of TLP. Preparation of schedules for the conduct of internal examinations and student assignments as per the University Almanac.
- Preparation of time table considering the lecture sessions and interactive teaching learning (ITL) activities allotted for each subject.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.apgcr.edu.in/academics-curriculum.html">https://www.apgcr.edu.in/academics-curriculum.html</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution is having a well constituted Examination cell with members from Management Department and senior faculty to look after various functions of the cell and also to ensure conduct of examinations from time to time without deviation from the schedule of academic calendar. Further, the evaluation system of the institution aims to capture the attainment of program outcomes and program specific outcomes. The students' performance for each of the ITL activity will be appraised using bloom's taxonomy. The

marks are registered in the evaluation sheet which contains points for parameters like subject knowledge, cognitive skills, attitude, creativity, presentation skills, communication skills, time management, and body language. These scores will be added to the assignments score and an average of these two will be considered for final award of 5 marks in each course. These will be added to the internal average of 15 marks and final summation of 20 marks will be forwarded to the university. Project work, mini-projects, surveys, paper presentations, publication of articles is made a part of continuous evaluation of students. Result analysis of external examinations is prepared and follow-up actions are taken to improve the performance of students in future.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://apgcr.edu.in/pdf/naac/1.1.2-academic-calendar-2020-21.pdf">https://apgcr.edu.in/pdf/naac/1.1.2-academic-calendar-2020-21.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**Academic council/BoS of Affiliating University** Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

2

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

19

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1426

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

#### The Course:

The Institute executes university offered curriculum as well as offer various identified need based certificate courses wherein

relevant curriculum covers various professional, social and ethical issues namely gender, environment sustainability, human values and professional ethics. From time to time, Identified new courses will be introduced at appropriate semester through proper channel. The list of courses is as follows:

**MBA:**

1. Business Law and Ethics- This course introduces the laws and ethical standards which are necessary for managers to conduct business and introduces the law and ethical framework of business. The students can understand the concept of running the business with ethics.
  
1. Corporate Governance-This course covers the application of best management practices, creating transparent working system, understands management accountability and develops an efficient organization culture which helps for the achievement of economic goals of the Institution. The students can learn the management practices and skill required for effective governance in the organizations.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**

24



File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

591

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders** **A. All of the above**  
**Students**  
**Teachers**  
**Employers**  
**Alumni**

File Description	Documents
URL for stakeholder feedback report	<a href="https://apgcr.edu.in/pdf/naac/1.4.1-stakeholders-feedback.pdf">https://apgcr.edu.in/pdf/naac/1.4.1-stakeholders-feedback.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://apgcr.edu.in/pdf/naac/1.4.2-Action-taken-report-on-stakeholders-feedback.pdf">https://apgcr.edu.in/pdf/naac/1.4.2-Action-taken-report-on-stakeholders-feedback.pdf</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

416

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

##### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

284

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students with various family backgrounds, educational backgrounds and regional differences take admissions into the institution as

their level of knowledge and understanding differs the institution makes efforts to identify and initiate programs for students with different learning levels.

There is a mechanism to handle advanced and slow learners in different ways. Firstly, to identify the learning capacity of students a diagnostic test will be conducted within three weeks of completion of admissions. This test consists of English Language test, arithmetic and reasoning. Through the performance evaluation in the test, students are identified as following:

Students scoring greater than 70% are recognized as advanced learners and are provided with more learning opportunities like access to various institutional repositories, book banks, and registration to online courses etc. They are encouraged to participate in workshops, seminars, conferences within and out of the institution to showcase their talents. Advanced learners have scope to experiment and go beyond the course.

The institution is having a good record of securing University Ranks and the advanced learners are motivated towards achieving this. Top performers will be awarded with Gold medals, merit certificates on various occasions in recognition of their performance.

File Description	Documents
Paste link for additional information	<a href="https://www.apgcr.edu.in/naac-2020-21.html">https://www.apgcr.edu.in/naac-2020-21.html</a>
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
861	58

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

The Institution constantly looks for opportunities to integrate teaching with real life exposure for enriching and effective operationalisation of the curriculum. At the beginning of every semester, a comprehensive instructional design is prepared in the institution program wise. The instructional design is a comprehensive module of conventional teaching, Interactive Teaching Learning, Experiential Learning and Supplementary learning modules.

Experiential learning activities are designed to enhance the learning abilities of the students with practical application of the concepts. As a part of experiential learning the institution offers summer internships, mini projects and major projects to the students.

The Project Review Committee (PRC) of the institution plans organizes and monitors the progress of students' internships and projects. This committee guides the students on summer internships and project work.

Students undergo summer internship during their vacation between the first year and second year for MBA and between second and third year for MCA. The institution is having MoUs with various organizations like NSIC, Berkadia, BirlaSunlife. The students are encouraged to participate in the internships with Government and Non Government Organizations.

Before commencement of third semester and sixth semester for MBA and MCA respectively, students have to undertake project work.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.apgcr.edu.in/academics-teaching-learning-process.html">https://www.apgcr.edu.in/academics-teaching-learning-process.html</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in

maximum of 200 words

Teaching-learning is a continuous process and being in tune with recent developments helps both the teachers and students to sharpen their skills. Consistent and conscious efforts are undertaken to inculcate the spirit of scientific inquiry that would lead to innovations. Before the commencement of every academic year, the College Academic Committee analyzes the significance of making students more employable by studying the survey reports on employability skills of management and computer applications graduates. The gaps identified in the curriculum will be bridged with the modules of contents beyond syllabus with any of the Bridge Courses, Adjunct work and Certification Courses like TALLY, SPSS, and Short Term courses which includes ORACLE, EDP Courses and Additional Modules like UGC, NET, and GMAT.

The institution adopts blended bloom's taxonomy towards this end. The syllabus and mode of offering these courses will be designed at the beginning of the semester.

After identification of the courses, the committee designs a comprehensive Instructional Design by integrating Conventional Teaching Methods with Interactive Teaching Learning (ITL) Methods, Experiential Learning Methods, Problem-solving methods and Supplementary Teaching Learning Process to impart holistic education.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

58

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

58

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

10

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

399

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution is having a well-defined process to address the grievances related to examinations and evaluation either internal or end semester. All grievances regarding evaluation and posting of marks including the internal assessment marks awarded for the students, external exams and Lab exams are redressed by the Academic Committees and Examination cell.

- Institution has a well structured grievance redressal cell chaired by Principal along with representatives from the Academic Committees and Examination Cell Members, wherein all issues related to evaluation can be discussed.
- The student, who is willing to launch any complaint, shall send his/her a written application for redressal of grievance to the Grievances Redressal Committee. The concerned authority will acknowledge receipt of the complaint and initiate the Redressal process within two working days. A student has the right to appeal in case he/she is not satisfied with the marks given in the internal assessment test.
- The student can seek clarification from the teacher concerned. If not satisfied, the student may appeal through proper channel.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.apgcr.edu.in/support-systems-examination-cell.html">https://www.apgcr.edu.in/support-systems-examination-cell.html</a>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound

and efficient

The institution is having a well-defined process to address the grievances related to examinations and evaluation either internal or end semester. All grievances regarding evaluation and posting of marks including the internal assessment marks awarded for the students, external exams and Lab exams are redressed by the Academic Committees and Examination cell.

- Institution has a well structured grievance redressal cell chaired by Principal along with representatives from the Academic Committees and Examination Cell Members, wherein all issues related to evaluation can be discussed.
- The student, who is willing to launch any complaint, shall send his/her a written application for redressal of grievance to the Grievances Redressal Committee. The concerned authority will acknowledge receipt of the complaint and initiate the Redressal process within two working days. A student has the right to appeal in case he/she is not satisfied with the marks given in the internal assessment test.
- The student can seek clarification from the teacher concerned. If not satisfied, the student may appeal through proper channel.

If felt necessary, the designated authority may allow an opportunity to the student to formally present his/her case along with relevant documents in support.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://apgcr.edu.in/pdf/naac/grievance-mechanism.pdf">https://apgcr.edu.in/pdf/naac/grievance-mechanism.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The three principal on which institutional mission is based are: Effective Teaching, Meaningful Research, and Service to society. These goals intended to be achieved through a set of The Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO).



The status of PO's, PSO's, CO's is reviewed by the Academic Committee regularly. At the beginning of the course, in the orientation sessions the students are informed about the PO's and PSO's for the programs. They are provided with insights into the course outcomes and the measurement methods of the same.

The institution seeks to achieve PO's, PSO's by giving training for the students in communication skills, soft skills, aptitude skills, analytical skills, technical skills and personality development programs by using the in-house faculty and external experts. Team based projects and practice of ethics during the course of study develops a sense of social responsibility.

The POs of Post Graduate Courses are:

- Inculcating Logical thinking and Critical thinking
- Enhancing interpersonal skills,
- Sharpen Managerial skills,
- Speaking and writing skills,
- Instill time management
- Learn project management
- Have ethics and social responsibility
- Zeal for lifelong learning

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.apgcr.edu.in/academics-program-outcomes.html">https://www.apgcr.edu.in/academics-program-outcomes.html</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The Program outcome (PO) -based education system is one of the emerging trends of education which helps students to progress in their professional career and makes teachers more creative about their teaching methodologies and improves the quality of teaching by adopting suitable teaching tools. The aim here is for overall development of students.

The academic committee designs an appropriate Teaching Learning Process and identified the need for enhancing the Communication Skills, Reasoning Skills, Behavioral patterns and Etiquette skills, Organizing and Managing abilities, Practical Exposure, Team Building, and Holistic Personality Development to achieve program outcomes

The attainment of POs is assessed in the following aspects:

- Upon successful completion of post graduate program, students will be able to Communicate clearly and concisely
- Acquire, analyze, and synthesize data for operational and strategic decision-making
- Recommend ethical behaviors, promote corporate social responsibility, and engage in social enterprise
- To assess and review awareness level on core management issues and latest developments in management and information technology
- To benchmark knowledge with others in competitive environment, to hone skills in lateral thinking, teamwork and decision making under pressure

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.apgcr.edu.in/academics-program-outcomes.html">https://www.apgcr.edu.in/academics-program-outcomes.html</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

316

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://apgcr.edu.in/pdf/naac/2.6.3.annual-report-of-result.pdf">https://apgcr.edu.in/pdf/naac/2.6.3.annual-report-of-result.pdf</a>

## 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://apgcr.edu.in/pdf/naac/AURI-Student-Satisfaction-Survey-2020-21.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

2

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

### 3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	Nil

## 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Government of India realizes that there is a need to create world class incubation facilities across various parts of India with suitable physical infrastructure in terms of capital equipment and operating facilities, coupled with the availability of sectoral experts for mentoring the start-ups, business planning support, access to seed capital, industry partners, training programs, etc. required for encouraging innovative start-ups. Therefore, Government under Atal Innovation Mission (AIM) is supporting the establishment of Atal Incubation Centres (AICs) that would nurture innovative start-up businesses in their pursuit to become scalable and sustainable enterprises. Higher educational institutions, R&D institutes, corporate sector, alternative investment funds registered with SEBI, business accelerators, group of individuals, and individuals are qualified to apply for setting up of AICs .

The institution is planning to apply for setting up Atal Incubation center (AIC). Incubator is not simply a shared space office facility, infrastructure and articles of incorporation but also a network of individuals and organizations including incubator advisory boards, client companies and employees, industry contacts and professional services providers such as lawyers, accountants, consultants, marketing experts, etc. The institution has all these resources required for the success of AIC. As an AIC the institution will

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	<a href="#">NIL</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

#### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

5

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college maintains a cordial symbiosis relationship with the neighborhood communities and the local administration, by which the student and local community are mutually benefited. The

institution plans and organizes its extension and outreach programs through the National Service Scheme (NSS) Cell and Unnat Bharat Abhiyan Cell. Extension activities are planned by NSS Unit and Unnat Bharat Abhiyan Cell.

#### National Service Scheme (NSS) Cell:

To create social awareness among the students, the NSS cell organizes the programs such as Awareness on Cleanliness, Environment, Bio Fuel, Personal Health (sensitization camps on perennial and seasonal viral diseases - gynec, cancer, swine-flue, dengue etc.), Plantation on Saplings, Blood donation camps, Socio Demographic survey for slums by GHMC, Rally on Anti Corruption, Sensitization of street children, Rally on Anti Terrorism

The National Service scheme (NSS) of the institution organizes extension activities by organizing special camps. Many of the activities which are organized under this programme receive sustained interest and activity on the part of faculty and students which ensures student participation in community activities. The institution promotes the participation of student and faculty in extension activities through organizing social awareness campaigns in association with N.S.S.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

6

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

24

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

8098

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>



### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

79

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

##### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

29

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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 equipment etc.

The Institution has always worked for the mission of providing the best possible infrastructure to create an effective teaching-learning environment through extensive use of ICT. Over the years

the infrastructure of the institution has been upgraded keeping in mind the developments and rising demands in the education sector. State-of-the-art technology is made available in the classrooms. Teaching Learning activities - classrooms, seminar halls, tutorial classrooms, computer labs, specialized facilities and equipments for teaching, learning and research etc.

**Classrooms-**All the classrooms with ICT facilities have been renovated on modern lines with comfortable and space saving furniture, Wi-Fi connectivity, Lecture Capture facility, vitrified tiled floors, power back up etc. All classrooms are fitted with interactive projectors and white boards.

**Seminar halls -** Dedicated seminar halls with audio-visual facilities are in place for regular use. Along with it, many of the big classrooms with projectors and other audio-visual facilities are also being used for Department Meetings.

**Tutorial spaces-**Separate Classrooms are used for tutorials and remedial coaching after regular classes for weaker students.

**Garden-** The college have garden area with variety of plants are planted. Potted plants are kept in the corridors.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.apgcr.edu.in/facilities-labs.html">https://www.apgcr.edu.in/facilities-labs.html</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution has adequate physical facilities which are augmented from time to time for conducting curricular, co-curricular and extracurricular activities efficiently.

**Student activities -** Cultural, sports, indoor and outdoor games, gymnasium, auditorium, NSS, cultural activities, public speaking,

communication skills development, yoga, health and hygiene etc.

Cultural - The auditorium is available for extracurricular activities of the institution like cultural functions, orientation programmes, medical camps, college fest and awareness seminars. A stage in the common ground is also used for cultural activities and functions like celebration of Independence day, Republic day etc.

Games(Indoor)- Common Room cum Gymnasium is equipped with Carrom board, Table Tennis board and Chess board.

Games(Outdoor) -The ground of the Institution is used for sporting activities like volley-ball, badminton, throw-ball.

Gymnasium-Common Room cum Gymnasium is equipped with modern gym equipments (Exercise Cycle, Exercise Ball, Treadmill, Fitness Bench, Twister machine etc.) for exercising. It is open from Monday to Saturday and the Instructor is available from 6.00 to 8.30 in the morning and 5.00 to 7.30 in the evening.

Yoga-Yoga cum activity room is available with the whole room covered by yoga mats and it is also used for practicing dance and other co-curricular activities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.apgcr.edu.in/facilities-sports-games.html">https://www.apgcr.edu.in/facilities-sports-games.html</a>

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://apgcr.edu.in/pdf/naac/4.1.3-ict-class-rooms-and-seminar-halls.pdf">https://apgcr.edu.in/pdf/naac/4.1.3-ict-class-rooms-and-seminar-halls.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

188

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library of the institution is fully automated using integrated Library Management System.

Name of the ILMS Software: NewGenLib

Nature of Automation: Fully Automated

Version: 3.1.2.

The Process of Library automation is performed by using NewGenLib Software Package which is an Integrated Library Management System

(ILMS) with Barcode Scanner that supports all in- house operations of the library. NewGenLib has all functional modules of Library management completely implemented. It has the following modules.

- Technical Processing (or cataloging)
- Circulation
- Acquisitions
- Serials Management
- MIS Reports
- Web Online Public Access Catalog(OPAC)
- Administration

The Digital Library is equipped with eight Desktop systems to access E-journals & E-books available for the convenience of the users. E-resources such as E-Shodh Sindhu, NDL(National digital Library)for huge collection of e-Learning resources with a single window search facility. NPTEL Facility (National Program on Technology Enhanced Learning) to access video lectures.

Library has subscribed to EBSCO for online Journals and data base which is accessible through internet on the campus.

The DSpace - Institutional repository is a very powerful tool that can serve as an engine of information transfer. The institution maintains following communities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://apgcr.edu.in/pdf/naac/4.2.1-ILMS.pdf">https://apgcr.edu.in/pdf/naac/4.2.1-ILMS.pdf</a>

**4.2.2 - The institution has subscription for the A. Any 4 or more of the above following e-resources e-journals e-**

### ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

### 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

#### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

5.6

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

#### 4.2.4.1 - Number of teachers and students using library per day over last one year

62

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution is having an IT policy that outlines the maintenance, up gradation and responsible usage of IT

infrastructure at various departments. The information technology management is taken care by the system and network administrators. The team of these administrators regularly maintains the completing network sources and also maintains the hardware and software of the institution. The computer terminals in the computer center are connected to LAN with high speed internet service to meet the requirements of faculty, students and administrative staff. Hardware and software are provided to the departments as per the requirements of statutory bodies. The college is having Microsoft Campus Agreement which is renewed every year for using all Microsoft products. Wi-Fi connectivity is provided to the entire campus with the speed of 200Mbps and LAN connectivity with 50Mbps. The networking of all departments is made through Optical Fiber cables and networking of all computer systems within the departments are provided through CAT 5/6 cables.

The college is having four air conditioned seminar halls with LCD projectors, connected through internet for organizing guest lectures, workshops and seminars.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://apgcr.edu.in/naac-2020-2021-criteria-4.html">https://apgcr.edu.in/naac-2020-2021-criteria-4.html</a>

#### 4.3.2 - Number of Computers

240

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution      A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

86

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The physical, academic and support facilities of the Institution is taken care of by the Management. HODs and other in-charges request for required maintenance work to be done to the principal. Principal then presents the proposal before the college management, who takes the final decision on priority basis. Principal assigns the work to the concerned personnel. Regular maintenance work in the college takes place immediately, while longer projects are executed during vacation or holidays. Physical Education department maintains the sports facilities and equipment in the college. Stock checking is carried out annually, and stock books are maintained by the different departments.

Library provides reprography facility. Weeding of old books, binding, pest control and other maintenance measures are undertaken periodically. Rules for Use of Library All students are



expected to keep their bags and other belongings at the library entrance check point. Only notebooks, books, and valuables like wallets, laptops will be allowed into the library. Students should note that the library is not responsible for loss of any personal belongings. All files/folders, books and notebooks must be presented to the Security/Staff at the check point for inspection before leaving the library premises.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.apgcr.edu.in/facilities-sports-games.html">https://www.apgcr.edu.in/facilities-sports-games.html</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

12

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

522

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://apgcr.edu.in/pdf/naac/5.1.3-soft-skills-yoga-language-lab.pdf">https://apgcr.edu.in/pdf/naac/5.1.3-soft-skills-yoga-language-lab.pdf</a>
Any additional information	<b>No File Uploaded</b>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**237**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**237**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent**

**A. All of the above**

**mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

236

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

2

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The institution has well organized student council .The Students Council (SC) involves actively in organizing programs, activities and services which serve the co-curricular, cultural, social, recreational and educational interest of students at the Institution.

It is formed by a well -established process consisting of inviting applications from the students for the various posts of students' council. A formal voting procedure is used to select the student representatives after the nominations are received by the students. The selected set of students by voting are instructed by a panel comprising of the Principal, Vice Principals and Head of the Departments.

The college student council comprises of following members Chair person

- Vice Chair person
- General Secretary
- Magazine Editors
- Nominated Members
- Class representatives from each Class (Academic Topper)
- NSS Coordinator

- Two Lady representatives

The council is responsible for looking into most of the student activities on campus, including clubs and festivals. It looks after the various student initiatives, technical /academic programs as well as student grievances that may come up.

File Description	Documents
Paste link for additional information	<a href="https://www.apgcr.edu.in/enabling-systems-college-academic-committee.html">https://www.apgcr.edu.in/enabling-systems-college-academic-committee.html</a>
Upload any additional information	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

8

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Our institution has a rich network of alumni who will be happy to share their resources with citizens under the umbrella of their alma -mater. This is a win-win situation for the alumni and the institution. The institution has registered the Alumni Association on 16th May,2008 with Registration No. 425 in the Office of Registrar of Societies. At present the institution is having six

alumni Chapters located at Bengaluru, London. Texas, Hyderabad, Pune and Chennai. The objective of Alumni association is to promote the discipline of lifelong learning and to promote a sense of belonging together as learners and seekers towards becoming responsible citizens. They are our knowledge ambassadors in the corporate world, benefiting both fellow alumni members and current students. So far many of the alumni students of the institution were placed in various Multinational companies like Infosys, Cognizant, Value labs, Genpact, Accenture, Dupont, ICICI, HDFC, BRMB etc. The alumni association comprises of former students and faculty of the institution.

The alumni association conducts alumni meet every year where all the alumni students are invited to share their experiences. The members of association will meet twice in a year i.e. on last Saturday of December/July.

File Description	Documents
Paste link for additional information	<a href="https://apgcr.edu.in/pdf/naac/5.4.1-auri-alumni-contribution-2020-21.pdf">https://apgcr.edu.in/pdf/naac/5.4.1-auri-alumni-contribution-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The Institution is places highest emphasis on Achieving academic excellence through its well-articulated vision and mission and clearly defined objectives.

VISION The Vision of Aurora is "Achieving high standards of excellence in management/computer education and research by

synergizing professional inputs, cutting-edge technologies, learning ambience and social relevance."

**MISSION** The mission is "To produce high caliber management professionals capable of excelling in the fiercely competitive global market and endowed with the ability to shatter all barriers to wealth maximization consistent with human welfare".

**OBJECTIVES** 1. Providing value-based holistic learning by integrating traditional and innovative teaching-learning practices to make the students excel in academics.

2. Equipping the students with better interaction with industry and to make them more employable. 3. Provide inclusive education to all sections of the society.

4. Motivate the students towards community engagement and service.

5. Inculcate a strong culture of values and ethics among the students to make them responsible citizens of the country.

6. Equip the students with all necessary inputs to make them globally competitive. 7. Achieving institutional excellence through the establishment of high standards and achieving accreditation and rankings from National and International Bodies of repute.

File Description	Documents
Paste link for additional information	<a href="https://www.apgcr.edu.in/aboutus-vision-and-mission.html">https://www.apgcr.edu.in/aboutus-vision-and-mission.html</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Top Management gives ample academic and administrative freedom to the principal and faculty. The administrative and academic functions are carried by the Principal independently with regular reporting to the Management Council. The faculty are also given freedom to participate in the decision-making process through department-level committees, college-level committees and



participate in Governing Council also as faculty nominees.

There are 16 committees, 4 Cells at the Department Level both for management and computer application departments. The committees are headed by a faculty member nominated as coordinator and assisted by three to four faculty nominees. Students are also encouraged to participate in the department level committees and Cells such as Anti Ragging Committee and Placement and Training Cell.

The cells and committees prepare activity schedules, plans for organizing events and celebrations as per the prescribed norms of functioning.

File Description	Documents
Paste link for additional information	<a href="https://www.apgcr.edu.in/administration-management-council.html">https://www.apgcr.edu.in/administration-management-council.html</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

### Strategic Plan

AURORA has a unique culture of aiming high and accomplishing the same through its continuous pursuit for excellence.

AURORA signifies

A - Achievability

U- Uniqueness

R- Reasonability

O- Objectivism

R- Rationality

A - Amicability in its strategic plans, objectives and perspective

plans.

The Strategic plans and perspective plans are developed in consultation with various stakeholders of the institution, experts from industry and academics, Principal, Heads of the departments keeping in view the perspectives of the institution. These plans are reviewed from time to time to check the practicality and achievements.

1. To be recognized as an institution of excellence in academics
2. To undertake meaningful research
3. To contribute significantly towards students progression
4. To collaborate and partner with industry
5. To create unique outreach in the national and international platforms
6. To serve the society through extension and community service
7. To nurture global citizens with elevated human values

#### Perspective Plan

Based on the strategic plans, the institution has a perspective plan of development which was developed in 2014. This plan is made as per the requirements of the learners and with a view to cater to the needs of the institution and the society at large.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college is a constituent of Aurora Educational Society. The Management interacts with the Principal and the Governing Council regularly and ensures that there is a free flow of communication to enable smooth functioning of the organization.

The Principal of the college heads both academic and administrative functions and is the overall head of the institution. The Management provides necessary administrative and academic freedom to the Principal to encourage independent thought and leadership at the institution level.

The institution is having a well designed Principal's Hand Book for MBA Colleges, that describes the activities and functions of the Principal's of Management Colleges.

The Heads of the Departments are appointed to look after the functioning of the departments and are encouraged to take decisions related to academic session planning, curriculum implementation and other relevant administrative activities.

Faculty members undertake academic responsibilities and also carry out administrative responsibilities as in-charges for classes, coordinators for department level and college level committees. The philosophy of the Management in decentralization and participative management is evident from these practices.

The college office looks after the matters of admissions, examinations, maintains records and ensures communication with the Government, Affiliating University and the AICTE.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://www.apgcr.edu.in/administration-organogram.html">https://www.apgcr.edu.in/administration-organogram.html</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The Institution has always been keen on the overall development of the teaching and non-teaching staff and abides by their welfare.

#### Welfare measures for faculty

The following are the welfare measures for the faculty inclusive of statutory and non-statutory

- The college provides a facility of Provident Fund (P.F.) to the employees whose earning is less than Rs.21, 000/- P.M.
- The college provides salary advance to the needed faculty during medical emergencies, marriage and other necessities.
- The institution offers a special retention allowance ranging from Rs.1000-Rs.3000 in addition to the regular salary to the faculty members who have completed 5 and more years of service with the organization.
- The institution offers special care for the newly recruited people from other states in the form of relocation allowance.
- The college provides free boarding facilities to the newly recruited faculty.
- College is providing group medical insurance to all the staff members.
- The college has provided a free CUG-SIM to all employees at free of cost with the 4G facility. This facility is also extended to the family of the faculty.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

#### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

14

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)	<a href="#">View File</a>

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

#### 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

13

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

This institute is an amalgamation of employees classified into teaching and non-teaching from one side and the students on the other who are heterogeneous in character. The performance of the teaching faculty and non-teaching staff is measured separately

using different techniques. The methodology of performance appraisal of teaching and non-teaching staff is;

#### 1. Self - Appraisal

Self-appraisal is one of the critical components of the appraisal mechanism/ system. This is aimed at giving an opportunity to the faculty for getting into a reflective mood and this process is aimed at self- development of the individual faculty member.

#### 1. Review & Feedback from the Peers

This part of performance appraisal essentially focuses on dimensions such as interpersonal relations; teamwork; collegiality. The colleagues will rate each other on a 10 point scale on these dimensions.

#### 1. Review & Feedback from the Immediate Superior (HOD)

This aimed at getting an understanding of the faculty's attitude towards task accomplishment, responsiveness, interpersonal relations, speed/ agility. The immediate superior will rate the faculty on these dimensions on a 10 point scale.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college has a finance committee for internal audit. The income and expenditure of different sources are audited monthly. The mechanism for the audit is as per the directions and guidelines are given by the standard accounting norms, UGC, and higher education department of state government. The team monitors the purchase and expenses incurred from funds generated through fees and other grants. The college prepares budget every year taking

into account the various components such as,

1. Maintenance and Construction of buildings.
2. The salary for teaching & non-teaching staff.
3. Research and Development activities.
4. Sponsoring faculty members for seminars, workshops, and conferences.
5. Purchase of books and subscribing to journals in the library.
6. Payment of internet bill, electricity bills, and telephone bills.
7. Cash/Awards given to the students for their best achievements.
8. Conducting various college functions such as College Day (Anubhuti), Cultural Day (Aroma), Induction Day (Alaap), Placement Day (Abhidheya), Sports Day etc,.
9. Graduation Day (Samaroh) expenses.

Both the departments prepare the budget for every academic year taking into account the requirements of recurring and non-recurring expenditure.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### **6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**

##### **6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0.7



File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college is a self-financing institution, affiliated to Osmania University, Hyderabad.

##### Sources of income

The tuition fees collected from the students is the major source of income for the institution. The student expenses fee as stipulated by the state government is another source of income. The management also provides need-based institutional loans from time to time to support the financial needs of the college.

The institution also applies for funding from various government and nongovernment agencies for sponsoring of the events like seminars, workshops etc. Philanthropists are also pursued for donations and contributions. Alumni members are also pursued for fund raising for the institution.

In addition to the above, sponsorships from individuals and corporate are sought for the organization of cultural events and fests.

##### Preparation of budget

Before the commencement of the financial year, every department submits a proposal for probable expenditure to be met from the purchase of equipment, computers, furniture, stationery and other consumables required for the forthcoming session.

Based on the departmental submissions, an institutional budget is

prepared every year. The expenditure mainly consists of

- Salary payments for teaching faculty and non-teaching staff
- Procuring equipment
- Purchase of books and journals

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The College has formally established an Internal Quality Assurance Cell on 9th June 2017 chaired by Principal. The IQAC acts as a catalyst for the development of the Institution. It also helps the Institution to maintain a favorable learning environment. It has been instrumental in introducing quality parameters in different academic and administrative policies of the Institution.

### Quality Assurance Strategies

- Development and adoption of innovative teaching-learning methods Motivating the faculty to pursue qualitative research Implementation of ICT tools and resources in teaching-learning
- Introduction and implementation of e-learning through various online platforms Infrastructure development to meet the present day requirements
- Promoting creative thinking among students through internships and short-term assignments To monitor progress of various departments and bodies periodically
- To ensure quality in every component of work

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC has been instrumental in providing necessary guidance in teaching-learning processes, infrastructure development, updation of technologies and other parameters of quality in the institution.

The college IQAC updates itself regularly by going through the circulars, announcements and guidelines given by various accreditation bodies and regulatory authorities like UGC, AICTE, NAAC and NBA from time to time. The contents are carefully analyzed and incorporated into the teaching-learning processes, and other methodologies of institutional functioning.

The IQAC has suggested Interactive Teaching Learning Methodology for enriching the quality in the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

#### Safety and Security

- The Institution focuses on providing safety and security to the female gender by addressing the classroom dynamics in such a way that the girl students feel comfortable in moving around. The importance of both genders is being considered and accordingly roles of each are made aware to the other by awareness programs.
- The Institution provides equal opportunity for female students along with male students thereby focusing on equal participation and encouragement in academics, co-curricular and extra-curricular activities.

#### Counseling

- The Institute has a Women's Empowerment cell which provides counseling assistance to students to resolve any difficult issues by keeping a close watch and giving parental guidance to the girl students.
- The Cell has been active since its inception in holding talks, competitions and organizing awareness drives on women issues. The key functional areas of the cell include individual counseling, group counseling, motivation, educational guidance and resolving depression, etc.

#### Common Room Facilities

- To facilitate female students, the institution provides a spacious and comfortable common room for girl students in the campus with facilities for sitting, reading and first aid.

File Description	Documents
Annual gender sensitization action plan	<a href="https://apqcr.edu.in/pdf/naac/7.1.1-annual-gender-sensitization-action-plan.pdf">https://apqcr.edu.in/pdf/naac/7.1.1-annual-gender-sensitization-action-plan.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<p><u>Women Safety and Security on Campus</u> The institution imparts quality education to develop women leaders and professionals academically and technically competent with strong professional ethics. It organizes special programs for gender sensitization. The college student gender ratio stands at 3:2 (195 M to 130 F). The college also has high female ratio in teaching faculty including the principal Dr. B. Madhubala. The Governing Body council includes three women members. The institute strictly follows the state government directive in implementing 33 percent reservation for the women. The girl students notched top university ranks displaying their strength in academics. The Institution provides the following facilities such as: 1. Safety and Security 2. Counselling 3. Common Room</p> <p><u>1. Safety and Security:</u> The Institution focuses on providing the safety and security to the female gender by highlighting the significance of the female gender as part of classroom dynamics. The importance of both genders is being considered and accordingly roles of each are made aware to the other by highlighting the merits, at the same time care is taken to make sure that they are aware about their roles &amp; duties of each other. The institute provides focus, response and encouragement of female students in equal proportion to the male students thereby increasing the</p>

participation of the female students in the class. The institute also conducts several Cyber security awareness sessions in the campus and has engaged with the SHE team with the help of police department for providing a safe and secure environment for the women. 2. Counseling: The Institute has a Women's Empowerment cell which is working for resolving all the security issues by keeping a close watch and giving parental guidance to the girl students. The Cell has been active since its inception in holding talks, competitions and awareness drives on women issues. The cell organized interactive session on gender issues for students. The key areas of the counseling cell include individual counseling, group counseling, motivation, educational guidance and resolving depression. Health awareness programs on the issues specifically related to women are organized for the staff and students. Further, for any assistance required, qualified female psychological counselor is available. Women Empowerment Cell in the college campus is to empower girl students, to sensitize all issues related to women (students and faculties both) and to make the college campus a safe place for women students and faculty members. With a view to taking up women's issues and problems, the cell aims at creating awareness of their rights and duties. It also provides a platform for women to share their experiences and views regarding their status in the society and to suggest ways to improve and empower themselves. Aiming at intellectual and social upliftment of the female students, the cell stands for facilitating women's empowerment through guest lectures, seminars, awareness programmes and other welfare activities. The faculty and students gives their choice for acting as coordinators in the Women Empowerment Cell. Based on the

choice given by the faculty and students, the College Academic Committee in consultation with Head of the Department selects the coordinators. 3. Common Room Facilities: The institute provides a common room for the students in the campus. It serve as an open space for relaxation , socializing and entertainment. Healthy reading material and reference books are available for the students to inculcate in them a reading habit. Besides books, daily newspapers and monthly magazine are also provided to the students. External activities arranged in conjunction with the common room include sporting events, information seminars and facilitates other social events. The Institute also provides facilities like games room, separate wash / rest rooms for women students and women staff. 7.1.1 Measures initiated by the institution for the promotion of gender equity during the year PROGRAMS CONDUCTED ANTI-RAGGING COMMITTEE CAMERAS INSTALLED IN CAMPUS TOTAL NUMBER OF CAMERAS CAMERAS AT ENTRANCE CAMERAS IN CORRIDORS CAMERAS IN CLASS ROOMS CAMERAS IN OFFICE

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

**Waste Management**

Waste management is to manage waste from its origin to its final disposal. This includes collection, transport, treatment and disposal of waste.

The Institution works to

- a. Reduce the waste
- b. Reuse or recycle when possible, and
- c. Manage solid, liquid and e-waste effectively

Solid Waste management

- Separate bins are set up for different kinds of waste by clearly labeling bins for glass, paper, plastic, cans and for organic waste.
- Glass, paper and card board, cans and plastic are sent to recycling.
- Staff and Students are educated about recycling, reusing and composting.
- Organic waste, like food scraps, plants, paper and lawn clippings, from other rubbish is separated and used in gardens.

The college utilizes the services of Toter (<https://toter.in> - Online Kabadiwalla) to collect the solid waste.

Liquid Waste Management: In our institution, the liquid waste is mostly the sewage water. The outlets are connected to public sewerage system.

E-Waste Management

- The Institution disposes electronic wastes with utmost care.
- Electronic wastes like printer cartridges, obsolete computer systems, UPS batteries, peripherals and others are returned to the manufacturer.



The institution is tied up with escrapzone (<http://www.escrapzone.com>) which collects and recycles e-waste.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

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

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other**

diversities (within 200 words).

The national festivals in our country are cherished as auspicious days and are celebrated with great enthusiasm. Republic Day, Independence Day and Gandhi Jayanti are celebrated as National festivals and our Institute observes these events with flag-hoisting ceremonies, parades and cultural events. Thoughts of great Indian personalities are sowed into the young minds through the exhibitions and programs conducted on these days. Every year institution observes the birth / death anniversaries of the great Indian personalities. Such programs will raise awareness among the new generation and inspire them to contribute to the nation and society. Gandhi Jayanti is marked by prayer services and tributes highlighting Gandhi's effort in the Indian independence movement and encouraging the student community to lead a non-violent way of life.

As an endeavor to solidify the bond of oneness and unification, the Birth Anniversary of Sardar Vallabhai Patel on 31st October as Rashtriya Ekta Diwas (National Unity Day) is celebrated. Rallies and Runs are organized to demonstrate the need for Unity in the country.

National Integration Day is observed on November 19th of every year as a tribute to the first Women Prime Minister of India, Mrs Indira Gandhi.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

#### REPORT ON WORLD ENVIRONMENT DAY

Every year, June 5th is celebrated as World Environment Day with a new theme. This year the theme is "Beat Plastic Pollution". This

theme implores us to go outdoors and appreciate nature's beauty and importance, and take forward the call to protect the planet Earth. Last year's theme, "Zero Tolerance for the Illegal Wildlife trade" encouraged a fight against wildlife crime. The day is celebrated to raise global awareness about the significance of a healthy environment and to solve various environmental issues by implementing some actions to protect nature and Earth, leading to a positive and healthy environment for all. World Environment Day is run by the United Nations Environment Programme (UNEP). World Environment Day is an occasion to think how we are a part of nature and how intimately and unequivocally we depend on it for survival.

To promote the awareness on environment protection World Environment Day, 2018 was observed on 5th June, 2018 and events were organized by Nature Club- Adhira. To create awareness about the various environmental issues and the measures to be taken to protect our planet an essay writing competition was conducted on topic "Beat Plastic Pollution". The students actively participated in the competition and presented the views on usage of Plastic and its disadvantages.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<p style="text-align: center;"> <a href="#">AURORA'S POST-GRADUATE COLLEGE (MCA)</a>  <a href="#">Accredited with A+ Grade by NAAC</a>  <a href="#">Ramanthapur, Hyderabad - 500 013 Dt:</a>  <a href="#">05-06-2020 REPORT ON WORLD ENVIRONMENT DAY</a>  <a href="#">Every year, June 5th is celebrated as</a>  <a href="#">World Environment Day with a new theme.</a>  <a href="#">This year the theme is "Beat Plastic</a>  <a href="#">Pollution". This theme implores us to go</a>  <a href="#">outdoors and appreciate nature's beauty</a>  <a href="#">and importance, and take forward the call</a>  <a href="#">to protect the planet Earth. Last year's</a>  <a href="#">theme,</a> </p>
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to** A. All of the above

**the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Republic Day, Independence Day and Gandhi Jayanti are celebrated as National festivals and our Institute observes these events with flag-hoisting ceremonies, parades and cultural events. Thoughts of great Indian personalities are sowed into the young minds through exhibitions and programs conducted on these days.

Every year institution observes the birth / death anniversaries of the great Indian personalities. Such programs will raise awareness among the new generation and inspire them to contribute to the nation and society.

Gandhi Jayanti is marked by prayer services and tributes highlighting Gandhi's effort in the Indian independence movement and encouraging the student community to lead a non-violent way of life.

As an endeavor to solidify the bond of oneness and unification, the Birth Anniversary of Sardar Vallabhai Patel on 31st October as Rashtriya Ekta Diwas (National Unity Day) is celebrated. Rallies and Runs are organized to demonstrate the need for Unity in the country.

National Integration Day is observed on Novmber 19th of every year as a tribute to the first Women Prime Minister of India, Mrs Indira Gandhi.

Babu Jagjivan Ram's birthday is observed on 5th April, in commemoration of his commitment towards development of downward classes.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

**Title:**Inculcating Universal Human Values

**The Context:**Aurora's PG College places a strong emphasis on character-building and values education, recognizing the crucial role that Universal Human Values play in shaping the lives of its students.

**Objectives:** To instill a sense of ethical and moral responsibility in students. To develop a culture of respect and empathy among students, faculty, and staff. To create a harmonious and inclusive campus community

**Practice:** Incorporating values education into the curriculum. Encouraging community service. Organizing cultural events. Training and development

**Evidence of Success:**Positive feedback from students, faculty in various surveys and feedback forms.

**Title:**"Fostering Innovation and Entrepreneurship in Higher Education: An Institution's Innovation Council (IIC)

**The Context:**Aurora PG College has established an Institution's Innovation Council (IIC), in line with the guidelines issued by the Ministry of Education, Government of India.

**Objectives:** To create a culture of innovation and entrepreneurship among students, faculty, and staff. To provide a platform for nurturing innovative ideas and translating them into viable products and services

**Practice:** Conducting innovation and entrepreneurship workshops. Organizing hackathons and idea competitions. Providing incubation support. Building industry-academia partnerships

**Evidence of Success:** The creation of several successful start-ups by students and faculty members

File Description	Documents
Best practices in the Institutional website	<a href="https://apgcr.edu.in/pdf/naac/7.2.1-best-practices.pdf">https://apgcr.edu.in/pdf/naac/7.2.1-best-practices.pdf</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The Institution ensures high standards of excellence in Management and Computer Education. The college follows unique methodologies of Teaching Learning and student development. Curriculum Analysis is done before the beginning of each semester to identify the gap between the curriculum and the industry needs for employing graduates.

To achieve its vision the institution has gradually shifted from traditional method of teaching to student centric method. There are well defined guidelines for every activity organized in the campus. In addition to the regular class teaching, the college has introduced Interactive Teaching Learning Methodology through Case studies, Group discussions, Debates, Student Seminars, Role-plays

and Quizzes. Students are provided with a comprehensive Academic Manual in the form of Student Hand Book for every semester of instruction that contains Academic calendar, detailed session plans for all the courses along with student activity schedules for ITL. The College also lays adequate emphasis on academics with a strong foothold in extra-curricular and co-curricular activities such as Extension Lectures, Management Meets, IT Meets, Industry Analysis, Case Discussions, Personality Development Sessions, CRT Programs, Celebration of Festivals, Annual Days, etc., for the all-round grooming of the students.



## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Institute is affiliated to Osmania University which offers courses semester wise with CBCS pattern and it meticulously follows the specified curriculum prescribed by the University.

#### Curriculum Planning

The institute's College Level Academic Committee as well as a Department Level Academic Committee righteously develops action plans and monitors effective implementation of the curriculum. The planning is done well before the commencement of the semester in the following pattern

- Preparation of academic calendar with reference to university Almanac.
- Allocation of workload by considering subject preferences of the faculty, faculty profile and their subject options.
- Designing a Teaching Learning Process appropriate(TLP) for each semester program wise by integrating various methods of TLP like conventional teaching, Interactive Teaching Learning (ITL), Experiential Learning and Supplementary Teaching Learning Methods.
- Devising subject wise Course files, Session Plans including Modules, sub modules and interactive teaching learning activity schedule consisting allocation of sessions for all the methods of TLP. Preparation of schedules for the conduct of internal examinations and student assignments as per the University Almanac.
- Preparation of time table considering the lecture sessions and interactive teaching learning (ITL) activities allotted for each subject.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.apgcr.edu.in/academics-curriculum.html">https://www.apgcr.edu.in/academics-curriculum.html</a>

### 1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution is having a well constituted Examination cell with members from Management Department and senior faculty to look after various functions of the cell and also to ensure conduct of examinations from time to time without deviation from the schedule of academic calendar. Further, the evaluation system of the institution aims to capture the attainment of program outcomes and program specific outcomes. The students' performance for each of the ITL activity will be appraised using bloom's taxonomy. The marks are registered in the evaluation sheet which contains points for parameters like subject knowledge, cognitive skills, attitude, creativity, presentation skills, communication skills, time management, and body language. These scores will be added to the assignments score and an average of these two will be considered for final award of 5 marks in each course. These will be added to the internal average of 15 marks and final summation of 20 marks will be forwarded to the university. Project work, mini-projects, surveys, paper presentations, publication of articles is made a part of continuous evaluation of students. Result analysis of external examinations is prepared and follow-up actions are taken to improve the performance of students in future.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://apgcr.edu.in/pdf/naac/1.1.2-academic-calendar-2020-21.pdf">https://apgcr.edu.in/pdf/naac/1.1.2-academic-calendar-2020-21.pdf</a>

### 1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are

A. All of the above

represented on the following academic bodies during the year. Academic council/BoS of Affiliating University  
Setting of question papers for UG/PG programs  
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses  
Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

2

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

19

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1426

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

#### The Course:

The Institute executes university offered curriculum as well as offer various identified need based certificate courses wherein relevant curriculum covers various professional, social and ethical issues namely gender, environment sustainability, human values and professional ethics. From time to time, Identified new courses will be introduced at appropriate semester through proper channel. The list of courses is as follows:

#### MBA:

1. Business Law and Ethics- This course introduces the laws and ethical standards which are necessary for managers to conduct business and introduces the law and ethical framework of business. The students can understand the concept of running the business with ethics.

1. Corporate Governance-This course covers the application

of best management practices, creating transparent working system, understands management accountability and develops an efficient organization culture which helps for the achievement of economic goals of the Institution. The students can learn the management practices and skill required for effective governance in the organizations.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

24

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

591

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders  
Students Teachers Employers Alumni**

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://apgcr.edu.in/pdf/naac/1.4.1-stakeholders-feedback.pdf">https://apgcr.edu.in/pdf/naac/1.4.1-stakeholders-feedback.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://apgcr.edu.in/pdf/naac/1.4.2-Action-taken-report-on-stakeholders-feedback.pdf">https://apgcr.edu.in/pdf/naac/1.4.2-Action-taken-report-on-stakeholders-feedback.pdf</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

416

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)****2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

284

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students with various family backgrounds, educational backgrounds and regional differences take admissions into the institution as their level of knowledge and understanding differs the institution makes efforts to identify and initiate programs for students with different learning levels.

There is a mechanism to handle advanced and slow learners in different ways. Firstly, to identify the learning capacity of students a diagnostic test will be conducted within three weeks of completion of admissions. This test consists of English Language test, arithmetic and reasoning. Through the performance evaluation in the test, students are identified as following:

Students scoring greater than 70% are recognized as advanced learners and are provided with more learning opportunities like access to various institutional repositories, book banks, and

registration to online courses etc. They are encouraged to participate in workshops, seminars, conferences within and out of the institution to showcase their talents. Advanced learners have scope to experiment and go beyond the course.

The institution is having a good record of securing University Ranks and the advanced learners are motivated towards achieving this. Top performers will be awarded with Gold medals, merit certificates on various occasions in recognition of their performance.

File Description	Documents
Paste link for additional information	<a href="https://www.apgcr.edu.in/naac-2020-21.htm">https://www.apgcr.edu.in/naac-2020-21.htm</a> <u>1</u>
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
861	58

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

The Institution constantly looks for opportunities to integrate teaching with real life exposure for enriching and effective operationalisation of the curriculum. At the beginning of every semester, a comprehensive instructional design is prepared in the institution program wise. The instructional design is a comprehensive module of conventional teaching, Interactive Teaching Learning, Experiential Learning and Supplementary learning modules.

Experiential learning activities are designed to enhance the learning abilities of the students with practical application



of the concepts. As a part of experiential learning the institution offers summer internships, mini projects and major projects to the students.

The Project Review Committee (PRC) of the institution plans organizes and monitors the progress of students' internships and projects. This committee guides the students on summer internships and project work.

Students undergo summer internship during their vacation between the first year and second year for MBA and between second and third year for MCA. The institution is having MoUs with various organizations like NSIC, Berkadia, BirlaSunlife. The students are encouraged to participate in the internships with Government and Non Government Organizations.

Before commencement of third semester and sixth semester for MBA and MCA respectively, students have to undertake project work.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.apgcr.edu.in/academics-teaching-learning-process.html">https://www.apgcr.edu.in/academics-teaching-learning-process.html</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teaching-learning is a continuous process and being in tune with recent developments helps both the teachers and students to sharpen their skills. Consistent and conscious efforts are undertaken to inculcate the spirit of scientific inquiry that would lead to innovations. Before the commencement of every academic year, the College Academic Committee analyzes the significance of making students more employable by studying the survey reports on employability skills of management and computer applications graduates. The gaps identified in the curriculum will be bridged with the modules of contents beyond syllabus with any of the Bridge Courses, Adjunct work and Certification Courses like TALLY, SPSS, and Short Term courses

which includes ORACLE, EDP Courses and Additional Modules like UGC, NET, and GMAT.

The institution adopts blended bloom's taxonomy towards this end. The syllabus and mode of offering these courses will be designed at the beginning of the semester.

After identification of the courses, the committee designs a comprehensive Instructional Design by integrating Conventional Teaching Methods with Interactive Teaching Learning (ITL) Methods, Experiential Learning Methods, Problem-solving methods and Supplementary Teaching Learning Process to impart holistic education.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

58

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

58

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

10

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

#### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

##### 2.4.3.1 - Total experience of full-time teachers

399

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution is having a well-defined process to address the grievances related to examinations and evaluation either internal or end semester. All grievances regarding evaluation and posting of marks including the internal assessment marks awarded for the students, external exams and Lab exams are redressed by the Academic Committees and Examination cell.

- Institution has a well structured grievance redressal cell chaired by Principal along with representatives from the Academic Committees and Examination Cell Members, wherein all issues related to evaluation can be discussed.
- The student, who is willing to launch any complaint, shall send his/her a written application for redressal of grievance to the Grievances Redressal Committee. The concerned authority will acknowledge receipt of the complaint and initiate the Redressal process within two working days. A student has the right to appeal in case he/she is not satisfied with the marks given in the internal assessment test.
- The student can seek clarification from the teacher concerned. If not satisfied, the student may appeal through proper channel.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.apgcr.edu.in/support-systems-examination-cell.html">https://www.apgcr.edu.in/support-systems-examination-cell.html</a>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The institution is having a well-defined process to address the grievances related to examinations and evaluation either internal or end semester. All grievances regarding evaluation and posting of marks including the internal assessment marks awarded for the students, external exams and Lab exams are redressed by the Academic Committees and Examination cell.

- Institution has a well structured grievance redressal cell chaired by Principal along with representatives from the Academic Committees and Examination Cell Members,

wherein all issues related to evaluation can be discussed.

- The student, who is willing to launch any complaint, shall send his/her a written application for redressal of grievance to the Grievances Redressal Committee. The concerned authority will acknowledge receipt of the complaint and initiate the Redressal process within two working days. A student has the right to appeal in case he/she is not satisfied with the marks given in the internal assessment test.
- The student can seek clarification from the teacher concerned. If not satisfied, the student may appeal through proper channel.

If felt necessary, the designated authority may allow an opportunity to the student to formally present his/her case along with relevant documents in support.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://apgcr.edu.in/pdf/naac/grievance-mechanism.pdf">https://apgcr.edu.in/pdf/naac/grievance-mechanism.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The three principal on which institutional mission is based are: Effective Teaching, Meaningful Research, and Service to society. These goals intended to be achieved through a set of The Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO).

The status of PO's, PSO's, CO's is reviewed by the Academic Committee regularly. At the beginning of the course, in the orientation sessions the students are informed about the PO's and PSO's for the programs. They are provided with insights into the course outcomes and the measurement methods of the same.

The institution seeks to achieve PO's, PSO's by giving training

for the students in communication skills, soft skills, aptitude skills, analytical skills, technical skills and personality development programs by using the in-house faculty and external experts. Team based projects and practice of ethics during the course of study develops a sense of social responsibility.

The POs of Post Graduate Courses are:

- Inculcating Logical thinking and Critical thinking
- Enhancing interpersonal skills,
- Sharpen Managerial skills,
- Speaking and writing skills,
- Instill time management
- Learn project management
- Have ethics and social responsibility
- Zeal for lifelong learning

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.apgcr.edu.in/academics-program-outcomes.html">https://www.apgcr.edu.in/academics-program-outcomes.html</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The Program outcome (PO) -based education system is one of the emerging trends of education which helps students to progress in their professional career and makes teachers more creative about their teaching methodologies and improves the quality of teaching by adopting suitable teaching tools. The aim here is for overall development of students.

The academic committee designs an appropriate Teaching Learning Process and identified the need for enhancing the Communication Skills, Reasoning Skills, Behavioral patterns and Etiquette skills, Organizing and Managing abilities, Practical Exposure, Team Building, and Holistic Personality Development to achieve program outcomes

The attainment of POs is assessed in the following aspects:

- Upon successful completion of post graduate program, students will be able to Communicate clearly and concisely
- Acquire, analyze, and synthesize data for operational and strategic decision-making
- Recommend ethical behaviors, promote corporate social responsibility, and engage in social enterprise
- To assess and review awareness level on core management issues and latest developments in management and information technology
- To benchmark knowledge with others in competitive environment, to hone skills in lateral thinking, teamwork and decision making under pressure

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.apgcr.edu.in/academics-program-outcomes.html">https://www.apgcr.edu.in/academics-program-outcomes.html</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

316

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://apgcr.edu.in/pdf/naac/2.6.3.annual-report-of-result.pdf">https://apgcr.edu.in/pdf/naac/2.6.3.annual-report-of-result.pdf</a>

### 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://apgcr.edu.in/pdf/naac/AURI-Student-Satisfaction-Survey-2020-21.pdf>

**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)****3.1.2.1 - Number of teachers recognized as research guides**

2

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0



File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Government of India realizes that there is a need to create world class incubation facilities across various parts of India with suitable physical infrastructure in terms of capital equipment and operating facilities, coupled with the availability of sectoral experts for mentoring the start-ups, business planning support, access to seed capital, industry partners, training programs, etc. required for encouraging innovative start-ups. Therefore, Government under Atal Innovation Mission (AIM) is supporting the establishment of Atal Incubation Centres (AICs) that would nurture innovative start-up businesses in their pursuit to become scalable and sustainable enterprises. Higher educational institutions, R&D institutes, corporate sector, alternative investment funds registered with SEBI, business accelerators, group of individuals, and individuals are qualified to apply for setting up of AICs .

The institution is planning to apply for setting up Atal Incubation center (AIC). Incubator is not simply a shared space office facility, infrastructure and articles of incorporation but also a network of individuals and organizations including incubator advisory boards, client companies and employees, industry contacts and professional services providers such as lawyers, accountants, consultants, marketing experts, etc. The institution has all these resources required for the success of AIC. As an AIC the institution will

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	<a href="#">NILL</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

##### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

5

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college maintains a cordial symbiosis relationship with the neighborhood communities and the local administration, by which the student and local community are mutually benefited. The institution plans and organizes its extension and outreach programs through the National Service Scheme (NSS) Cell and Unnat Bharat Abhiyan Cell. Extension activities are planned by NSS Unit and Unnat Bharat Abhiyan Cell.

#### National Service Scheme (NSS) Cell:

To create social awareness among the students, the NSS cell organizes the programs such as Awareness on Cleanliness, Environment, Bio Fuel, Personal Health (sensitization camps on perennial and seasonal viral diseases - gynec, cancer, swine-flue, dengue etc.), Plantation on Saplings, Blood donation camps, Socio Demographic survey for slums by GHMC, Rally on Anti Corruption, Sensitization of street children, Rally on Anti Terrorism

The National Service scheme (NSS) of the institution organizes extension activities by organizing special camps. Many of the activities which are organized under this programme receive sustained interest and activity on the part of faculty and students which ensures student participation in community activities. The institution promotes the participation of student and faculty in extension activities through organizing social awareness campaigns in association with N.S.S.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

6

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

### 3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

#### 3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

24

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

8098

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

79

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 3.5.2 - Number of functional MoUs with institutions, other universities, industries,

corporate houses etc. during the year

### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

29

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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 equipment etc.

The Institution has always worked for the mission of providing the best possible infrastructure to create an effective teaching-learning environment through extensive use of ICT. Over the years the infrastructure of the institution has been upgraded keeping in mind the developments and rising demands in the education sector. State-of-the-art technology is made available in the classrooms. Teaching Learning activities - classrooms, seminar halls, tutorial classrooms, computer labs, specialized facilities and equipments for teaching, learning and research etc.

Classrooms-All the classrooms with ICT facilities have been renovated on modern lines with comfortable and space saving furniture, Wi-Fi connectivity, Lecture Capture facility, vitrified tiled floors, power back up etc. All classrooms are fitted with interactive projectors and white boards.

Seminar halls - Dedicated seminar halls with audio-visual facilities are in place for regular use. Along with it, many of the big classrooms with projectors and other audio-visual facilities are also being used for Department Meetings.

Tutorial spaces-Separate Classrooms are used for tutorials and remedial coaching after regular classes for weaker students.

Garden- The college have garden area with variety of plants are planted. Potted plants are kept in the corridors.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.apgcr.edu.in/facilities-labs.html">https://www.apgcr.edu.in/facilities-labs.html</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution has adequate physical facilities which are augmented from time to time for conducting curricular, co-curricular and extracurricular activities efficiently.

Student activities - Cultural, sports, indoor and outdoor games, gymnasium, auditorium, NSS, cultural activities, public speaking, communication skills development, yoga, health and hygiene etc.

Cultural - The auditorium is available for extracurricular activities of the institution like cultural functions, orientation programmes, medical camps, college fest and awareness seminars. A stage in the common ground is also used for cultural activities and functions like celebration of Independence day, Republic day etc.

Games(Indoor)- Common Room cum Gymnasium is equipped with Carrom board, Table Tennis board and Chess board.

Games(Outdoor) -The ground of the Institution is used for sporting activities like volley-ball, badminton, throw-ball.

Gymnasium-Common Room cum Gymnasium is equipped with modern gym equipments (Exercise Cycle, Exercise Ball, Treadmill, Fitness Bench, Twister machine etc.) for exercising. It is open from Monday to Saturday and the Instructor is available from 6.00 to 8.30 in the morning and 5.00 to 7.30 in the evening.

Yoga-Yoga cum activity room is available with the whole room covered by yoga mats and it is also used for practicing dance and other co-curricular activities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.apgcr.edu.in/facilities-sports-games.html">https://www.apgcr.edu.in/facilities-sports-games.html</a>

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

23

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://apgcr.edu.in/pdf/naac/4.1.3-ict-class-rooms-and-seminar-halls.pdf">https://apgcr.edu.in/pdf/naac/4.1.3-ict-class-rooms-and-seminar-halls.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

188



File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library of the institution is fully automated using integrated Library Management System.

Name of the ILMS Software: NewGenLib

Nature of Automation: Fully Automated

Version: 3.1.2.

The Process of Library automation is performed by using NewGenLib Software Package which is an Integrated Library Management System (ILMS) with Barcode Scanner that supports all in- house operations of the library. NewGenLib has all functional modules of Library management completely implemented. It has the following modules.

- Technical Processing (or cataloging)
- Circulation
- Acquisitions
- Serials Management
- MIS Reports
- Web Online Public Access Catalog(OPAC)
- Administration

The Digital Library is equipped with eight Desktop systems to access E-journals & E-books available for the convenience of the users. E-resources such as E-Shodh Sindhu, NDL(National digital Library)for huge collection of e-Learning resources with a single window search facility. NPTEL Facility (National Program on Technology Enhanced Learning) to access video lectures.

Library has subscribed to EBSCO for online Journals and data base which is accessible through internet on the campus.

The DSpace - Institutional repository is a very powerful tool that can serve as an engine of information transfer. The institution maintains following communities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://apgcr.edu.in/pdf/naac/4.2.1-ILMS.pdf">https://apgcr.edu.in/pdf/naac/4.2.1-ILMS.pdf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

<b>5.6</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<b>No File Uploaded</b>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>
<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
<b>62</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Details of library usage by teachers and students	<a href="#">View File</a>
<b>4.3 - IT Infrastructure</b>	
<b>4.3.1 - Institution frequently updates its IT facilities including Wi-Fi</b>	
<p>The institution is having an IT policy that outlines the maintenance, up gradation and responsible usage of IT infrastructure at various departments. The information technology management is taken care by the system and network administrators. The team of these administrators regularly maintains the completing network sources and also maintains the hardware and software of the institution. The computer terminals in the computer center are connected to LAN with high speed internet service to meet the requirements of faculty, students and administrative staff. Hardware and software are provided to the departments as per the requirements of statutory bodies. The college is having Microsoft Campus Agreement which is renewed every year for using all Microsoft products. Wi-Fi connectivity is provided to the entire campus with the speed of 200Mbps and LAN connectivity with 50Mbps. The networking of all departments is made through Optical Fiber cables and networking of all computer systems within the departments are provided through CAT 5/6 cables.</p>	

The college is having four air conditioned seminar halls with LCD projectors, connected through internet for organizing guest lectures, workshops and seminars.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://apgcr.edu.in/naac-2020-2021-criteria-4.html">https://apgcr.edu.in/naac-2020-2021-criteria-4.html</a>

#### 4.3.2 - Number of Computers

240

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

86

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The physical, academic and support facilities of the Institution is taken care of by the Management. HODs and other in-charges request for required maintenance work to be done to the principal. Principal then presents the proposal before the college management, who takes the final decision on priority basis. Principal assigns the work to the concerned personnel. Regular maintenance work in the college takes place immediately, while longer projects are executed during vacation or holidays. Physical Education department maintains the sports facilities and equipment in the college. Stock checking is carried out annually, and stock books are maintained by the different departments.

Library provides reprography facility. Weeding of old books, binding, pest control and other maintenance measures are undertaken periodically. Rules for Use of Library All students are expected to keep their bags and other belongings at the library entrance check point. Only notebooks, books, and valuables like wallets, laptops will be allowed into the library. Students should note that the library is not responsible for loss of any personal belongings. All files/folders, books and notebooks must be presented to the Security/Staff at the check point for inspection before leaving the library premises.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.apgcr.edu.in/facilities-sports-games.html">https://www.apgcr.edu.in/facilities-sports-games.html</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

12

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

522

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://apgcr.edu.in/pdf/naac/5.1.3-soft-skills-yoga-language-lab.pdf">https://apgcr.edu.in/pdf/naac/5.1.3-soft-skills-yoga-language-lab.pdf</a>
Any additional information	<b>No File Uploaded</b>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**237**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**237**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent**

**A. All of the above**

**mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

236

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

2



File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The institution has well organized student council .The Students Council (SC) involves actively in organizing programs, activities and services which serve the co-curricular, cultural, social, recreational and educational interest of students at the Institution.

It is formed by a well -established process consisting of inviting applications from the students for the various posts of students' council. A formal voting procedure is used to select the student representatives after the nominations are received by the students. The selected set of students by voting are instructed by a panel comprising of the Principal, Vice Principals and Head of the Departments.

The college student council comprises of following members  
Chair person

- Vice Chair person
- General Secretary
- Magazine Editors
- Nominated Members
- Class representatives from each Class (Academic Topper)
- NSS Coordinator

- Two Lady representatives

The council is responsible for looking into most of the student activities on campus, including clubs and festivals. It looks after the various student initiatives, technical /academic programs as well as student grievances that may come up.

File Description	Documents
Paste link for additional information	<a href="https://www.apgcr.edu.in/enabling-systems-college-academic-committee.html">https://www.apgcr.edu.in/enabling-systems-college-academic-committee.html</a>
Upload any additional information	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

8

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Our institution has a rich network of alumni who will be happy to share their resources with citizens under the umbrella of their alma -mater. This is a win-win situation for the alumni and the institution. The institution has registered the Alumni Association on 16th May,2008 with Registration No. 425 in the Office of Registrar of Societies. At present the institution is

having six alumni Chapters located at Bengaluru, London. Texas, Hyderabad, Pune and Chennai. The objective of Alumni association is to promote the discipline of lifelong learning and to promote a sense of belonging together as learners and seekers towards becoming responsible citizens. They are our knowledge ambassadors in the corporate world, benefiting both fellow alumni members and current students. So far many of the alumni students of the institution were placed in various Multinational companies like Infosys, Cognizant, Value labs, Genpact, Accenture, Dupont, ICICI, HDFC, BRMB etc. The alumni association comprises of former students and faculty of the institution.

The alumni association conducts alumni meet every year where all the alumni students are invited to share their experiences. The members of association will meet twice in a year i.e. on last Saturday of December/July.

File Description	Documents
Paste link for additional information	<a href="https://apgcr.edu.in/pdf/naac/5.4.1-auri-alumni-contribution-2020-21.pdf">https://apgcr.edu.in/pdf/naac/5.4.1-auri-alumni-contribution-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)** D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The Institution is places highest emphasis on Achieving academic excellence through its well-articulated vision and mission and clearly defined objectives.

VISION The Vision of Aurora is "Achieving high standards of

excellence in management/computer education and research by synergizing professional inputs, cutting-edge technologies, learning ambience and social relevance."

**MISSION** The mission is "To produce high caliber management professionals capable of excelling in the fiercely competitive global market and endowed with the ability to shatter all barriers to wealth maximization consistent with human welfare".

**OBJECTIVES** 1. Providing value-based holistic learning by integrating traditional and innovative teaching-learning practices to make the students excel in academics.

2. Equipping the students with better interaction with industry and to make them more employable. 3. Provide inclusive education to all sections of the society.

4. Motivate the students towards community engagement and service.

5. Inculcate a strong culture of values and ethics among the students to make them responsible citizens of the country.

6. Equip the students with all necessary inputs to make them globally competitive. 7. Achieving institutional excellence through the establishment of high standards and achieving accreditation and rankings from National and International Bodies of repute.

File Description	Documents
Paste link for additional information	<a href="https://www.apgcr.edu.in/aboutus-vision-and-mission.html">https://www.apgcr.edu.in/aboutus-vision-and-mission.html</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Top Management gives ample academic and administrative freedom to the principal and faculty. The administrative and academic functions are carried by the Principal independently with regular reporting to the Management Council. The faculty

are also given freedom to participate in the decision-making process through department-level committees, college-level committees and participate in Governing Council also as faculty nominees.

There are 16 committees, 4 Cells at the Department Level both for management and computer application departments. The committees are headed by a faculty member nominated as coordinator and assisted by three to four faculty nominees. Students are also encouraged to participate in the department level committees and Cells such as Anti Ragging Committee and Placement and Training Cell.

The cells and committees prepare activity schedules, plans for organizing events and celebrations as per the prescribed norms of functioning.

File Description	Documents
Paste link for additional information	<a href="https://www.apgcr.edu.in/administration-management-council.html">https://www.apgcr.edu.in/administration-management-council.html</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

### Strategic Plan

AURORA has a unique culture of aiming high and accomplishing the same through its continuous pursuit for excellence.

AURORA signifies

A - Achievability

U- Uniqueness

R- Reasonability

O- Objectivism

**R- Rationality**

**A - Amicability in its strategic plans, objectives and perspective plans.**

The Strategic plans and perspective plans are developed in consultation with various stakeholders of the institution, experts from industry and academics, Principal, Heads of the departments keeping in view the perspectives of the institution. These plans are reviewed from time to time to check the practicality and achievements.

1. To be recognized as an institution of excellence in academics
2. To undertake meaningful research
3. To contribute significantly towards students progression
4. To collaborate and partner with industry
5. To create unique outreach in the national and international platforms
6. To serve the society through extension and community service
7. To nurture global citizens with elevated human values

**Perspective Plan**

Based on the strategic plans, the institution has a perspective plan of development which was developed in 2014. This plan is made as per the requirements of the learners and with a view to cater to the needs of the institution and the society at large.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college is a constituent of Aurora Educational Society. The Management interacts with the Principal and the Governing

Council regularly and ensures that there is a free flow of communication to enable smooth functioning of the organization.

The Principal of the college heads both academic and administrative functions and is the overall head of the institution. The Management provides necessary administrative and academic freedom to the Principal to encourage independent thought and leadership at the institution level.

The institution is having a well designed Principal's Hand Book for MBA Colleges, that describes the activities and functions of the Principal's of Management Colleges.

The Heads of the Departments are appointed to look after the functioning of the departments and are encouraged to take decisions related to academic session planning, curriculum implementation and other relevant administrative activities.

Faculty members undertake academic responsibilities and also carry out administrative responsibilities as in-charges for classes, coordinators for department level and college level committees. The philosophy of the Management in decentralization and participative management is evident from these practices.

The college office looks after the matters of admissions, examinations, maintains records and ensures communication with the Government, Affiliating University and the AICTE.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://www.apgcr.edu.in/administration-organogram.html">https://www.apgcr.edu.in/administration-organogram.html</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in

A. All of the above



**areas of operation Administration Finance  
and Accounts Student Admission and  
Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning)Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The Institution has always been keen on the overall development of the teaching and non-teaching staff and abides by their welfare.

#### Welfare measures for faculty

The following are the welfare measures for the faculty inclusive of statutory and non-statutory

- The college provides a facility of Provident Fund (P.F.) to the employees whose earning is less than Rs.21, 000/- P.M.
- The college provides salary advance to the needed faculty during medical emergencies, marriage and other necessities.
- The institution offers a special retention allowance ranging from Rs.1000-Rs.3000 in addition to the regular salary to the faculty members who have completed 5 and more years of service with the organization.
- The institution offers special care for the newly recruited people from other states in the form of relocation allowance.
- The college provides free boarding facilities to the newly recruited faculty.
- College is providing group medical insurance to all the

staff members.

- The college has provided a free CUG-SIM to all employees at free of cost with the 4G facility. This facility is also extended to the family of the faculty.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

#### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

14

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)	<a href="#">View File</a>

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

#### 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

#### **6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

##### **6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

**13**

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

#### **6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**

**This institute is an amalgamation of employees classified into teaching and non-teaching from one side and the students on the other who are heterogeneous in character. The performance of**

the teaching faculty and non-teaching staff is measured separately using different techniques. The methodology of performance appraisal of teaching and non-teaching staff is;

#### 1. Self - Appraisal

Self-appraisal is one of the critical components of the appraisal mechanism/ system. This is aimed at giving an opportunity to the faculty for getting into a reflective mood and this process is aimed at self- development of the individual faculty member.

#### 1. Review & Feedback from the Peers

This part of performance appraisal essentially focuses on dimensions such as interpersonal relations; teamwork; collegiality. The colleagues will rate each other on a 10 point scale on these dimensions.

#### 1. Review & Feedback from the Immediate Superior (HOD)

This aimed at getting an understanding of the faculty's attitude towards task accomplishment, responsiveness, interpersonal relations, speed/ agility. The immediate superior will rate the faculty on these dimensions on a 10 point scale.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college has a finance committee for internal audit. The income and expenditure of different sources are audited monthly. The mechanism for the audit is as per the directions and guidelines are given by the standard accounting norms, UGC, and higher education department of state government. The team

monitors the purchase and expenses incurred from funds generated through fees and other grants. The college prepares budget every year taking into account the various components such as,

1. Maintenance and Construction of buildings.
2. The salary for teaching & non-teaching staff.
3. Research and Development activities.
4. Sponsoring faculty members for seminars, workshops, and conferences.
5. Purchase of books and subscribing to journals in the library.
6. Payment of internet bill, electricity bills, and telephone bills.
7. Cash/Awards given to the students for their best achievements.
8. Conducting various college functions such as College Day (Anubhuti), Cultural Day (Aroma), Induction Day (Alaap), Placement Day (Abhidheya), Sports Day etc,.
9. Graduation Day (Samaroh) expenses.

Both the departments prepare the budget for every academic year taking into account the requirements of recurring and non-recurring expenditure.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### **6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**

##### **6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers**

**during the year (INR in Lakhs)**

0.7

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

**6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources**

The college is a self-financing institution, affiliated to Osmania University, Hyderabad.

**Sources of income**

The tuition fees collected from the students is the major source of income for the institution. The student expenses fee as stipulated by the state government is another source of income. The management also provides need-based institutional loans from time to time to support the financial needs of the college.

The institution also applies for funding from various government and nongovernment agencies for sponsoring of the events like seminars, workshops etc. Philanthropists are also pursued for donations and contributions. Alumni members are also pursued for fund raising for the institution.

In addition to the above, sponsorships from individuals and corporate are sought for the organization of cultural events and fests.

**Preparation of budget**

Before the commencement of the financial year, every department

submits a proposal for probable expenditure to be met from the purchase of equipment, computers, furniture, stationery and other consumables required for the forthcoming session.

Based on the departmental submissions, an institutional budget is prepared every year. The expenditure mainly consists of

- Salary payments for teaching faculty and non-teaching staff
- Procuring equipment
- Purchase of books and journals

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The College has formally established an Internal Quality Assurance Cell on 9th June 2017 chaired by Principal. The IQAC acts as a catalyst for the development of the Institution. It also helps the Institution to maintain a favorable learning environment. It has been instrumental in introducing quality parameters in different academic and administrative policies of the Institution.

### Quality Assurance Strategies

- Development and adoption of innovative teaching-learning methods Motivating the faculty to pursue qualitative research Implementation of ICT tools and resources in teaching-learning
- Introduction and implementation of e-learning through various online platforms Infrastructure development to meet the present day requirements
- Promoting creative thinking among students through internships and short-term assignments To monitor progress of various departments and bodies periodically

- To ensure quality in every component of work

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC has been instrumental in providing necessary guidance in teaching-learning processes, infrastructure development, updation of technologies and other parameters of quality in the institution.

The college IQAC updates itself regularly by going through the circulars, announcements and guidelines given by various accreditation bodies and regulatory authorities like UGC, AICTE, NAAC and NBA from time to time. The contents are carefully analyzed and incorporated into the teaching-learning processes, and other methodologies of institutional functioning.

The IQAC has suggested Interactive Teaching Learning Methodology for enriching the quality in the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s)**

**A. All of the above**



**Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

**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

**Safety and Security**

- The Institution focuses on providing safety and security to the female gender by addressing the classroom dynamics in such a way that the girl students feel comfortable in moving around. The importance of both genders is being considered and accordingly roles of each are made aware to the other by awareness programs.

- The Institution provides equal opportunity for female students along with male students thereby focusing on equal participation and encouragement in academics, co-curricular and extra-curricular activities.

**Counseling**

- The Institute has a Women's Empowerment cell which provides counseling assistance to students to resolve any difficult issues by keeping a close watch and giving parental guidance to the girl students.

- The Cell has been active since its inception in holding

talks, competitions and organizing awareness drives on women issues. The key functional areas of the cell include individual counseling, group counseling, motivation, educational guidance and resolving depression, etc.

#### Common Room Facilities

- To facilitate female students, the institution provides a spacious and comfortable common room for girl students in the campus with facilities for sitting, reading and first aid.

File Description	Documents
Annual gender sensitization action plan	<a href="https://apgcr.edu.in/pdf/naac/7.1.1-annual-gender-sensitization-action-plan.pdf">https://apgcr.edu.in/pdf/naac/7.1.1-annual-gender-sensitization-action-plan.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<p><u><a href="#">Women Safety and Security on Campus</a></u> The institution imparts quality education to develop women leaders and professionals academically and technically competent with strong professional ethics. It organizes special programs for gender sensitization. The college student gender ratio stands at 3:2 (195 M to 130 F). The college also has high female ratio in teaching faculty including the principal <u><a href="#">Dr. B. Madhubala</a></u>. The Governing Body council includes three women members. The institute strictly follows the state government directive in implementing 33 percent reservation for the women. The girl students notched top university ranks displaying their strength in academics. The Institution provides the following facilities such as: 1. Safety and Security 2. Counselling 3. Common Room</p> <p><u><a href="#">1. Safety and Security: The Institution focuses on providing the safety and security to the female gender by highlighting the significance of the female gender as part of classroom dynamics. The importance of both genders</a></u></p>

is being considered and accordingly roles of each are made aware to the other by highlighting the merits , at the same time care is taken to make sure that they are aware about their roles & duties of each other. The institute provides focus, response and encouragement of female students in equal proportion to the male students thereby increasing the participation of the female students in the class. The institute also conducts several Cyber security awareness sessions in the campus and has engaged with the SHE team with the help of police department for providing a safe and secure environment for the women. 2. Counseling: The Institute has a Women's Empowerment cell which is working for resolving all the security issues by keeping a close watch and giving parental guidance to the girl students. The Cell has been active since its inception in holding talks, competitions and awareness drives on women issues. The cell organized interactive session on gender issues for students. The key areas of the counseling cell include individual counseling, group counseling, motivation, educational guidance and resolving depression. Health awareness programs on the issues specifically related to women are organized for the staff and students. Further, for any assistance required, qualified female psychological counselor is available. Women Empowerment Cell in the college campus is to empower girl students, to sensitize all issues related to women (students and faculties both) and to make the college campus a safe place for women students and faculty members. With a view to taking up women's issues and problems, the cell aims at creating awareness of their rights and duties. It also provides a platform for women to share their experiences and views regarding their status in the

society and to suggest ways to improve and empower themselves. Aiming at intellectual and social upliftment of the female students, the cell stands for facilitating women's empowerment through guest lectures, seminars, awareness programmes and other welfare activities. The faculty and students gives their choice for acting as coordinators in the Women Empowerment Cell. Based on the choice given by the faculty and students, the College Academic Committee in consultation with Head of the Department selects the coordinators. 3. Common Room Facilities: The institute provides a common room for the students in the campus. It serve as an open space for relaxation , socializing and entertainment. Healthy reading material and reference books are available for the students to inculcate in them a reading habit. Besides books, daily newspapers and monthly magazine are also provided to the students. External activities arranged in conjunction with the common room include sporting events, information seminars and facilitates other social events. The Institute also provides facilities like games room, separate wash / rest rooms for women students and women staff. 7.1.1 Measures initiated by the institution for the promotion of gender equity during the year PROGRAMS CONDUCTED ANTI-RAGGING COMMITTEE CAMERAS INSTALLED IN CAMPUS TOTAL NUMBER OF CAMERAS CAMERAS AT ENTRANCE CAMERAS IN CORRIDORS CAMERAS IN CLASS ROOMS CAMERAS IN OFFICE

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

#### Waste Management

Waste management is to manage waste from its origin to its final disposal. This includes collection, transport, treatment and disposal of waste.

The Institution works to

- a. Reduce the waste
- b. Reuse or recycle when possible, and
- c. Manage solid, liquid and e-waste effectively

#### Solid Waste management

- Separate bins are set up for different kinds of waste by clearly labeling bins for glass, paper, plastic, cans and for organic waste.
- Glass, paper and card board, cans and plastic are sent to recycling.
- Staff and Students are educated about recycling, reusing and composting.
- Organic waste, like food scraps, plants, paper and lawn clippings, from other rubbish is separated and used in gardens.

The college utilizes the services of Toter (<https://toter.in> - Online Kabadiwalla) to collect the solid waste.

**Liquid Waste Management:** In our institution, the liquid waste is mostly the sewage water. The outlets are connected to public sewerage system.

#### E-Waste Management

- The Institution disposes electronic wastes with utmost care.
- Electronic wastes like printer cartridges, obsolete computer systems, UPS batteries, peripherals and others are returned to the manufacturer.

The institution is tied up with escrapzone (<http://www.escrapzone.com>) which collects and recycles e-waste.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 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

A. Any 4 or All of the above

<p><b>vehicles</b></p> <p><b>3. Pedestrian-friendly pathways</b></p> <p><b>4. Ban on use of plastic</b></p> <p><b>5. Landscaping</b></p>	
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>
<p><b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b></p>	
<p><b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b></p>	<p><b>B. Any 3 of the above</b></p>
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>
<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software,</b></p>	<p><b>A. Any 4 or all of the above</b></p>

**mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The national festivals in our country are cherished as auspicious days and are celebrated with great enthusiasm. Republic Day, Independence Day and Gandhi Jayanti are celebrated as National festivals and our Institute observes these events with flag-hoisting ceremonies, parades and cultural events. Thoughts of great Indian personalities are sowed into the young minds through the exhibitions and programs conducted on these days. Every year institution observes the birth / death anniversaries of the great Indian personalities. Such programs will raise awareness among the new generation and inspire them to contribute to the nation and society. Gandhi Jayanti is marked by prayer services and tributes highlighting Gandhi's effort in the Indian independence movement and encouraging the student community to lead a non-violent way of life.

As an endeavor to solidify the bond of oneness and unification, the Birth Anniversary of Sardar Vallabhai Patel on 31st October as Rashtriya Ekta Diwas (National Unity Day) is celebrated. Rallies and Runs are organized to demonstrate the need for Unity in the country.

National Integration Day is observed on November 19th of every



year as a tribute to the first Women Prime Minister of India, Mrs Indira Gandhi.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

#### REPORT ON WORLD ENVIRONMENT DAY

Every year, June 5th is celebrated as World Environment Day with a new theme. This year the theme is "Beat Plastic Pollution". This theme implores us to go outdoors and appreciate nature's beauty and importance, and take forward the call to protect the planet Earth. Last year's theme, "Zero Tolerance for the Illegal Wildlife trade" encouraged a fight against wildlife crime. The day is celebrated to raise global awareness about the significance of a healthy environment and to solve various environmental issues by implementing some actions to protect nature and Earth, leading to a positive and healthy environment for all. World Environment Day is run by the United Nations Environment Programme (UNEP). World Environment Day is an occasion to think how we are a part of nature and how intimately and unequivocally we depend on it for survival.

To promote the awareness on environment protection World Environment Day, 2018 was observed on 5th June, 2018 and events were organized by Nature Club- Adhira. To create awareness about the various environmental issues and the measures to be taken to protect our planet an essay writing competition was conducted on topic "Beat Plastic Pollution". The students actively participated in the competition and presented the views on usage of Plastic and its disadvantages.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">AURORA'S POST-GRADUATE COLLEGE (MCA) Accredited with A+ Grade by NAAC Ramanthapur, Hyderabad - 500 013 Dt: 05-06-2020 REPORT ON WORLD ENVIRONMENT DAY Every year, June 5th is celebrated as World Environment Day with a new theme. This year the theme is "Beat Plastic Pollution". This theme implores us to go outdoors and appreciate nature's beauty and importance, and take forward the call to protect the planet Earth. Last year's theme.</a>
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic 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**

**4. Annual awareness programmes on Code of Conduct are organized**

**A. All of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Republic Day, Independence Day and Gandhi Jayanti are celebrated as National festivals and our Institute observes these events with flag-hoisting ceremonies, parades and cultural events. Thoughts of great Indian personalities are sowed into the young minds through exhibitions and programs conducted on these days.

Every year institution observes the birth / death anniversaries of the great Indian personalities. Such programs will raise awareness among the new generation and inspire them to contribute to the nation and society.

Gandhi Jayanti is marked by prayer services and tributes highlighting Gandhi's effort in the Indian independence movement and encouraging the student community to lead a non-violent way of life.

As an endeavor to solidify the bond of oneness and unification, the Birth Anniversary of Sardar Vallabhai Patel on 31st October as Rashtriya Ekta Diwas (National Unity Day) is celebrated. Rallies and Runs are organized to demonstrate the need for Unity in the country.

National Integration Day is observed on Novmber 19th of every year as a tribute to the first Women Prime Minister of India, Mrs Indira Gandhi.

Babu Jagjivan Ram's birthday is observed on 5th April, in commemoration of his commitment towards development of downward classes.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

**Title:Inculcating Universal Human Values**

**The Context:**Aurora's PG College places a strong emphasis on character-building and values education, recognizing the crucial role that Universal Human Values play in shaping the lives of its students.

**Objectives:** To instill a sense of ethical and moral responsibility in students. To develop a culture of respect and empathy among students, faculty, and staff. To create a harmonious and inclusive campus community

**Practice:** Incorporating values education into the curriculum. Encouraging community service. Organizing cultural events.Training and development

**Evidence of Success:**Positive feedback from students, faculty in various surveys and feedback forms.

**Title:"Fostering Innovation and Entrepreneurship in Higher Education: An Institution's Innovation Council (IIC)**

**The Context:**Aurora PG College has established an Institution's Innovation Council (IIC), in line with the guidelines issued by the Ministry of Education, Government of India.

**Objectives:** To create a culture of innovation and entrepreneurship among students, faculty, and staff. To provide a platform for nurturing innovative ideas and translating them into viable products and services

**Practice:** Conducting innovation and entrepreneurship workshops. Organizing hackathons and idea competitions. Providing incubation support. Building industry-academia partnerships

**Evidence of Success:** The creation of several successful start-ups by students and faculty members

File Description	Documents
Best practices in the Institutional website	<a href="https://apgcr.edu.in/pdf/naac/7.2.1-best-practices.pdf">https://apgcr.edu.in/pdf/naac/7.2.1-best-practices.pdf</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The Institution ensures high standards of excellence in Management and Computer Education. The college follows unique methodologies of Teaching Learning and student development. Curriculum Analysis is done before the beginning of each semester to identify the gap between the curriculum and the industry needs for employing graduates.

To achieve its vision the institution has gradually shifted from traditional method of teaching to student centric method. There are well defined guidelines for every activity organized in the campus. In addition to the regular class teaching, the college has introduced Interactive Teaching Learning Methodology through Case studies, Group discussions, Debates, Student Seminars, Role-plays and Quizzes. Students are provided with a comprehensive Academic Manual in the form of Student Hand Book for every semester of instruction that contains Academic calendar, detailed session plans for all the courses along with student activity schedules for ITL. The College also lays adequate emphasis on academics with a strong foothold in extra-curricular and co-curricular activities such as Extension Lectures, Management Meets, IT Meets, Industry Analysis, Case Discussions, Personality Development Sessions, CRT Programs, Celebration of Festivals, Annual Days, etc., for the all-round grooming of the students.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

1. To process the application for grant of Autonomous Status so that the institution can develop innovative curricula for the students, to make them industry ready as well as enterprise ready. This enables the students to have more employment opportunities as well as encourage them to develop their own business ideas.

2. To progress towards ISO Certification in the forthcoming years.

3. To encourage faculty towards more quality research publications in reputed national and international journals and extend support to undertake quality research and consultancy on contemporary social issue

4. To organize International conferences, faculty development programs, and seminars in Management and Technology areas.

5. To develop and sustain state of the art infrastructural facilities essential for the academic, administrative and auxiliary functions of the institution with good amenities, sports and games facilities to the students

6. To implement innovative evaluation practices and adopt the evaluation reforms based on the suggestions of the Apex bodies like UGC and AICTE that emphasise on the learning outcomes of the students with utmost transparency.

7. To equip and train the students with necessary knowledge and skills by providing training for placements, orientation and incubation support for entrepreneurship and guidance for higher education 8. To undertake more number of activities in the adopted villages under "Unnath Bharath Abhiyan" that contribute to the development of the villages.

9. To improve and sustain quality in the functioning of the institution in all the areas.