



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	MARIS STELLA COLLEGE (AUTONOMOUS)
• Name of the Head of the institution	Dr. Sr. Jasintha Quadras
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	9444539816
• Alternate phone No.	08662472332
• Mobile No. (Principal)	9440578007
• Registered e-mail ID (Principal)	principal@marisstella.ac.in
• Address	59A-1-5, Maris Stella College, NH 16 Service Rd, Benz Circle, Vijayawada-520008 Andhra Pradesh, India
• City/Town	Vijayawada
• State/UT	Andhra Pradesh
• Pin Code	520008
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	06/05/2003
• Type of Institution	Women
• Location	Urban

• Financial Status	Grants-in aid																														
• Name of the IQAC Co-ordinator/Director	Dr. C. Krishnaveni																														
• Phone No.	08662472332																														
• Mobile No:	9949843283																														
• IQAC e-mail ID	iqac@marisstella.ac.in																														
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.marisstella.ac.in/wp-content/uploads/2021/09/AQAR-2019-20_compressed.pdf																														
4.Was the Academic Calendar prepared for that year?	Yes																														
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.marisstella.ac.in/wp-content/uploads/2022/10/Academic-Calendar-2020-21.pdf																														
5.Accreditation Details																															
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>Four Star</td> <td>70</td> <td>1999</td> <td>09/10/1999</td> <td>08/10/2004</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>86</td> <td>2006</td> <td>21/05/2006</td> <td>20/05/2011</td> </tr> <tr> <td>Cycle 3</td> <td>A</td> <td>3.24</td> <td>2013</td> <td>25/10/2013</td> <td>24/10/2018</td> </tr> <tr> <td>Cycle 4</td> <td>B++</td> <td>2.79</td> <td>2019</td> <td>09/08/2019</td> <td>08/08/2024</td> </tr> </tbody> </table>	Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	Four Star	70	1999	09/10/1999	08/10/2004	Cycle 2	A	86	2006	21/05/2006	20/05/2011	Cycle 3	A	3.24	2013	25/10/2013	24/10/2018	Cycle 4	B++	2.79	2019	09/08/2019	08/08/2024	
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6.Date of Establishment of IQAC	03/04/2004																														
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?																															

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Maris Stella College	CPE	UGC	06/01/2015	14000000
Maris Stella College	Autonomous	UGC	24/11/2016	2000000
Dr. Sr. Jasintha Quadras	Fund For Science and Engineering Research	Science and Engineering Research Board (SERB), A Statutory body of the Department of Science & Technology	30/05/2018	660000
Dr. B. Rajendra Prasad	Minor Research Project	UGC	20/03/2018	280000
Maris Stella College	RUSA	MHRD, Department of Higher Education, Government of India	13/09/2018	20000000
Maris Stella College	Faculty Development Programmes	United Board for Christian Higher Education Asia	14/08/2019	349847

8. Provide details regarding the composition of the IQAC:

<ul style="list-style-type: none"> Upload the latest notification regarding the composition of the IQAC by the HEI 	View File	
9.No. of IQAC meetings held during the year	5	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and 	Yes	

compliance to the decisions taken uploaded on the institutional website?		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Did IQAC receive funding from any funding agency to support its activities during the year?	Yes	
<ul style="list-style-type: none"> If yes, mention the amount 	349847	
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
5	<p>Curriculum has been revised across all programmes in alignment with the curriculum prescribed by the UGC and APSCHE and introduced new programmes and courses. Initiated Outcome Based Education, introduced a uniform pattern pattern of question paper and implemented setting-up question banks for all courses in which questions are to be mapped with the COs and RBT level.</p>	
	<p>Organized faculty development programmes, webinars, workshops and training programmes and deputed faculty to attend such programmes organized by the other institutions. Subscribed to new cloud platforms to conduct online classes, meetings and organize webinars / workshops / conferences etc.</p>	
	<p>Conducted an Internal Academic and Administrative Audit for the academic year 2020-21 to review the quality of the academic process in the college and to evaluate effectiveness of the administrative procedures.</p>	
	<p>Conducted Student Induction Programme for 1st year students and organized programmes and workshops for students in Leadership, Trends in Technology, Gender Equity and Skill Development. Nine new MoUs have been signed during the year with various organizations for academic collaboration and skill development.</p>	
	<p>A Green Campus Programme has been initiated in collaboration with Climate Reality India and a programme to train students as Eco Ambassadors is underway. Infrastructure has been strengthened.</p>	
	<p>12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:</p>	

Plan of Action	Achievements/Outcomes
<p>Criterion I - Curricular Aspects: (i) The new curriculum framework as per Andhra Pradesh State Council for Higher Education (APSCHE) directive to be implemented. (ii) Revised syllabi for courses of all programmes to be implemented w.e.f. 2020-21.(iii) Plan for new programmes and courses: (a) BBA- Digital Marketing (b) BBA- Aviation and Hotel Administration (c) Four year B.Sc. programme in Agriculture and Rural Development. (d) B.Sc. programme: Food Science & Technology, Microbiology, Biochemistry (e) Value added / Certificate courses (f) Life Skill Courses (LSC) and Skill Development Courses (SDC) (iv) Codes for each Subject / Department. (v) New codes for courses and new pattern of student register number</p>	<p>Criterion I - Curricular Aspects: (i) A new curriculum framework as per Andhra Pradesh State Council for Higher Education (APSCHE) directive was implemented. Curriculum has been revised across all programmes in alignment with the curriculum prescribed by the UGC and APSCHE. The revised curriculum adopted in 2020 has initiated outcome-based education and introduced the Revised Bloom's Taxonomy. (ii) Revised syllabi for courses in semesters I & II of all programmes. (iii) The following new programmes were introduced: (a) BBA-Digital Marketing; (b) BBA-Aviation and Hotel Administration; (c) A four-year B.Sc. Programme in Agriculture and Rural Development (d) B.Sc. Programme: Food Science & Technology, Microbiology, Biochemistry (iv) Designed and offered the following Life Skill Courses (LSC) and Skill Development Courses (SDC) to inculcate lifelong skills and employability skills: (a) Gender Studies (LSC) (b) Counselling and Psychotherapy (SDC) (c) Tally (SDC) (d) Employability Skills (SDC) (e) Research Methodology (SDC) (f) Community Nutrition (SDC) (g) National Cadet Corps - I (LSC) (h) National Cadet Corps - II (SDC) (v) Codes for each Subject / Department were assigned. A new pattern of course codes is followed for all the courses w.e.f. 2020-21. A new</p>

configuration for student Register Number is adopted for the 2020 batch. (vi) Prepared the College Handbook with the Academic Calendar for the year 2020-21 and displayed it on the College website.

Criterion II - Teaching-Learning and Evaluation: (i) Change of time-table to promote experiential learning on the campus: Monday to Friday - 7 periods, Saturday - 5 periods. (ii) Teaching diaries to be maintained through the attendance portal. (iii) Conduct SEE online for all foundation, life skills and skill development courses and, if possible CA / CAIT. (iv) Design a uniform pattern of question paper for all courses in all subjects. (v) Prepare QB for all courses in which questions are to be mapped with the COs and RBT level (levels 1 and 2 for 1st year and levels 1, 2, 3 and 4 for 2nd and 3rd years). (vi) Measure the attainment of COs and POs. (vii) Yoga as a compulsory extra curricular activity.

Criterion II - Teaching-Learning and Evaluation: (i) Student time-table was changed to promote experiential learning on the campus: Monday to Friday - 7 periods, Saturday - 5 periods. (ii) Each faculty member maintained an online record of a teaching diary in the attendance portal. (iii) Conducted SEE online for all foundation, life skills and skill development courses. (iv) Conducted continuous assessment (CA) and continuous assessment improvement test (CAIT) online on Google Forms and Proctored semester end examinations (SEE) for semesters II & IV. (v) Designed and implemented a uniform pattern of question paper with three sections for all courses in all subjects. Multiple Choice Questions (MCQs) and Fill in the Blanks (FIB) were introduced both in CA & SEE in order to train students in this mode of questioning used widely in various competitive examinations. Section A: MCQs and FIBs; Section B: Short answer questions; Section C: Essay questions. (vi) Prepared QB for all courses in which questions are to be mapped with the COs and RBT level. (levels 1 and 2 for 1st year and levels 1, 2, 3 and 4 for 2nd and 3rd

years). (vii) Conducted 'crash course' for two weeks for all the practical courses for 2nd and 3rd year science students. Included a sheet to post CA test marks in the written examination answer booklet to check the performance of the students for the attainment of COs. Prepared a new format to post marks for SEE as per the new question paper pattern. (viii) Attendance: Permitted students having less than 50% of attendance to take up SEE because of Covid-19 Pandemic. Re-fixed minimum required percentage of attendance per course for eligibility to take Semester End Examinations for the benefit of those students who were unable to attend online classes due to connectivity issues. Also followed a modified range of percentage to award marks for the attendance for the 2018 batch. (ix) Attainment of COs and POs: Resolved to measure the attainment of COs and POs by both direct and indirect methods for the courses and programmes offered for the 2021 batch onwards. (x) Extra-curricular activity: Offered 'Yoga' course as a compulsory extra-curricular activity for 60 hrs. with 2 credits w.e.f. the academic year 2020-21. (xi) Orientation on new curriculum framework: An orientation on the new curriculum framework and the modalities for the new courses in Life Skills and Skill Development to be offered from the academic year 2020-21 was presented by Dr. C. Krishnaveni,

Coordinator, IQAC to all the faculty on 2nd Nov. 2020 and students on 21st Sept 2020 and 18th Mar. 2021.

Criterion III - Research, Innovations and Extension: (i) Establish an Incubation Centre. (ii) Set up a common Instrumentation Centre to promote research culture among students. (iii) Plan for community service activity by every department and involving every student. (iv) Adopt nearby villages and do surveys to take up community service projects. (v) Constitute ethics committee and website committee. (vi) Sign more MoUs, collaborations and linkages for quality enhancement.

Criterion III - Research, Innovations and Extension: (i) Efforts are being made to establish an Incubation Centre to promote entrepreneurship and innovation. (ii) Set up a common 'Instrumentation Centre' to promote research culture among students. (iii) Revamped the College website and constituted a 'Website Committee' for the college website, to upload and update information promptly. The Composition of the website committee: Principal - Chairperson; Dean, Planning & Communication; IQAC Coordinator - Coordinator; Two faculty members; One System Admin (iv) Nine new MoUs have been signed during the year for collaborative activities in skill development, internship and training and extension services. Signed an MoU with the (a) Global Institute of Professional Studies and Educational Society on 10.08.2020 to take care of teaching classes, Practicals and other training activities for BBA (Aviation & Hotel Administration) and B.Sc. (Agriculture & Rural Development) programmes. (b) Youth4Jobs Foundation on 06.11.2020 to work towards employability, inclusion of candidates with disabilities, jointly organize skill development programmes,

facilitate research activities and consultancy. (c) Takshasila IAS Academy on 25.03.2021 to take care of coaching classes and other training activities like Inter + IAS Foundation + CLAT, Degree with IAS & competitive exams coaching & competitive exams foundation course etc. (d) ICT Academy on 08.01.2021 to offer services to the faculty members in the areas of Information and Communication Technology and to provide industry related and domain specific training programmes for faculty and students (Industry & Academia innovative practices). (e) HEPSN - Higher Education for Persons with Special Needs (Andhra Loyola College) on 29.01.2021 for Collaborate initiatives to sensitize the public of disability issues, facilitate scholarships offered by Help the Blind Foundation to the needy students. (f) Vasavya Mahila Mandali on 04.03.2021 to facilitate sensitisation events on domestic violence and violence against women among the students and faculty and to promote student activity against domestic violence. (g) Shivashakthi Bio Technologies Limited on 26.03.2021 to facilitate lab and infrastructure facilities, summer internships in Life Sciences and organize collaborative activities. (h) NOVOTEL Hotels & Resorts 27.03.2021 to encourage industry visits by staff and students for the purpose of training, research and development

activities, and offer internships to the student community. (i) DELNET on 17.05.2021 to use DELNET's Archives and Services, Union Catalogues and other database online resources. (v) The Department of Business Administration in association with the IQAC organized National Webinar on 'Publication of Academic Research in Peer Reviewed Journals' on the 6th June 2020. Resource person: Prof. Krishnareddy, Registrar, Krishna University and number of beneficiaries: 56 (vi) The Department of Economics in association with the IQAC organized Two-Day Virtual National Conference on 'Impact of Covid-19 on Women in Rural India' on 22nd & 23rd Dec. 2020. Resource persons: (a) Dr. I. Satya Sundaram, Retd. Director of Post- Graduate Centre, The Hindu College, Machilipatnam, (b) Dr. Sonal Mobar Roy, Asst. Professor, Centre for PG Studies and Distance Education, National Institute of Rural Development and Panchayati Raj(NIRDPR) Hyderabad (c) Dr. J. Rani Ratna Prabha, Asst. Professor, Centre for the Study of Social Exclusion and Inclusive Policy, School of Social Sciences, University of Hyderabad (d) Dr. A. Bhavani, Project Consultant, Centre for Entrepreneurship Development and Financial Inclusion (CEDFI), National Institute of Rural Development and Panchayati Raj (NIRDPR) Hyderabad and number of beneficiaries: 35 (vii) The IQAC

organized a Guest Lecture on 'Preparation of Research Project Proposals for Funding' on 22.01.2021 for the faculty members with Ph.D. Resource Person: Dr. Veera Brahmachari, HOD, Biotechnology Krishna University, Machilipatnam and number of beneficiaries: 36

(viii) IPR cell in association with the IQAC organized a webinar on 'Innovation and Intellectual Property Rights' during 18th and 19th Feb. 2021. Resource Person: Dr. T. Pavan Kumar, Senior Scientist (Organic Chemistry) CSIR Institute, Bhubaneswar and number of beneficiaries: 300. (ix)

Research: (a) Faculty were encouraged to attend Seminars / Conf. on Research methodology & Preparation of project proposals etc. organized by the College and by other institutions and do research part-time. (b) Dr. Sr. Ramana K, Dept. of Business Administration, was awarded a doctoral degree for her thesis on 'A Study on the Relationship between Emotional Intelligence and Academic Achievement among Intermediate Students of Krishna District, Andhra Pradesh' by Acharya Nagarjuna University in Oct. 2020. (C) No. of papers published in Journals: 24; No. of papers published in Conference; Proceedings: 7; No. of Chapters in books published: 26; No. of papers presented: 17;

(x) Departmental community service activities: Some departments planned and executed outreach programmes by involving students. (a) Students of the

departments of Food Science, Microbiology & Chemistry distributed fruits to the poor in the Kandrika Street area on the 12th Dec. 2020 as part of pandemic outreach. (b) The college reached out to the cyclone-hit villages around Machilipatnam (c) The department of Social Work undertook a need-assessment survey of the affected areas. (d) On the 18th Dec. 2020, a team consisting of 6 staff and 10 students from NSS, STARS and NCC visited the villages and distributed tarpaulin, cooking dishes, plates, glasses and cakes. (e) The students of the department of Commerce & Management Studies extended their services to the rural areas outlying Vijayawada in registration of PAN cards on the online platform. All the students of B.Com. (General & TPP) were divided into groups on the basis of the area they reside in for easy access to the target area and to minimize commutation. (f) An Online Workshop on Service Learning was held on 11th -12th January, 2021 for faculty as part of the plan to incorporate service learning into the curriculum. (g) The department of Social Work and a few faculty members in charge of STARS programme undertook 'Preparation of Baseline Survey' in collaboration with Montfort Social Service Organisation on 1st Feb. 2021. (h) Orientation on Baseline Survey was given to 110 STARS and Social Work students and 4 faculty by Montfort Social Service on 12th

Feb. 2021. (i) Baseline surveys were conducted at Kamineni Nagar on 25th March 2021 by 46 students and 4 faculty and at Autonagar on 27th March by 40 students and 4 faculty, in collaboration with Montfort Social Service Organisation. (j) 180 hours of community service as part of curriculum was to have been undertaken in the summer of 2021 by all 2nd year students was delayed because of the pandemic. It is now underway, in collaboration with the Youth for Seva organization.

Criterion IV - Infrastructure and Learning Resources: (i) E-content development by each department. (ii) New cloud platforms /software / workspace: (a) Microsoft Teams (b) Zoom (iii) New building for additional classrooms and other facilities to accommodate new courses and programmes, additional toilets and lift for the hostel, relaying of playground. (iv) Revamping of website. (v) Update software for online admissions. (vi) Develop Content Management System (CMS). (vii) Membership of DELNET. (viii) Avail strong support from alumnae for the development of the institution through financial and non-financial means. (ix) Install Open Digital Repository Software, D Space for open access of digital content.

Criterion IV - Infrastructure and Learning Resources: (i) Faculty developed e-content (Videos, PPTs, Recorded lectures, Study material in word and PDF) using personal laptops and available recording tools like PresentationTube, Screencastify, ScreencastOmatic, Zoom, Google Meet etc. for each course, saved in their respective drives and shared with the students in their Google Classrooms. (ii) Subscribed to new cloud platforms: (a) Microsoft Teams (b) Zoom to take online classes, conduct meetings and organize webinars / workshops / conferences etc. (iii) The construction of a building for additional classrooms and other facilities to accommodate new courses and programmes are under progress. (iv) Constructed additional toilets and lift for the hostel. (v) The playground was levelled and relayed. (vi) The online admissions portal was

upgraded for full-fledged online admissions. (vii) Used open source software to prepare faculty and student time-tables for the academic year 2021-22. (viii) In order to utilize to a maximum the digital lab equipment, virtual and digital classrooms procured under RUSA 2.0 scheme, each faculty member was asked to take classes at least twice a week by using the equipment effectively. (ix) G Suite accounts: College had subscribed to Google for education. Each faculty member and each department is provided with a G Suite account. Faculty, HoDs, coordinators of the various cells / committees / clubs and organizers of department fests and occasions / special days to plan activities, execute and document them and make them available in the department drives for access to updated data at any time.

Criterion V - Student Support and Progression: (i) Apply for programmes by the U.S. Consulate: Study of United States Institute (SUSI) for student Leaders and reading programmes by the Regional English Language Office at the U.S. Embassy. (ii) Coaching / guidance for entrance examinations and recruitment tests under career orientation and development scheme. (iii) Organize Industry - Academia training programmes with ICT academy (iv) Training programmes and Internships

Criterion V - Student Support and Progression: Apart from the excellent infrastructure and academic ambience students enjoy on campus, schemes such as mid-day meals and book bank, practices such as a week-long induction programme for freshers, leadership workshops, mentoring, counselling, remedial coaching and career guidance. Scholarships, both from the government and management sources, are provided for the economically challenged. (i) A week-long induction programme for freshers, 'Student Induction Programme' was conducted during

21st Sept. - 26th Sept. 2020.
Resource Persons: Dr. Girija Nambiar, Dean, Planning & Communication - Glory of Maris Stella; Dr. C.Krishnaveni, IQAC Coordinator - Curriculum; Dr. Ayodhya, Psychiatrist, Sri Manasa Psychiatrist Hospital, Vijayawada - Stress Management; Dr. Ramakrishna, Head, Dept. of Sanskrit - Way to Progress; Dr. A.Y Rao, Professor, Department of Radiotherapy, Government General Hospital, Guntur. - Health & Hygiene during Covid-19; Ms. Bhooma G Veeravalli IRPS, Senior Deputy General Manager & Chief Vigilance Officer, Southern Railway - Beyond the beaten track!; Dr. Sr. Innyasamma, Vice-Principal - Mentoring; Moderator- Dr. Fr. Don Bosco, Post-Doctoral Researcher, Talitakumi, Belgium - Panel Discussion: Climate Change-Role of Youth; Mrs. Vijayalakshmi, Alumna, Retired Chief Superintendent, South Central Railways, Chennai - Importance of English; Sr. Lavanya, Dean of Student Affairs - Mind Techniques; Dr. Saritha, Deputy Superintendent of Police, Guntur West - Cyber Crime-Safety Measures; Ms.Visala & Ms.Kalyani, Librarians - Library; Number of beneficiaries: 320 (ii) The Department of Commerce & Management Studies initiated a programme 'Talk with Women Entrepreneurs' with the objective of providing a platform for students to interact with women entrepreneurs in Vijayawada on

23rd November, 2020. Resource person: Ms. Aparna, CEO of Aparna Jute, Vijayawada. Number of beneficiaries: 450. (iii) Applied for programmes by the U.S. Consulate: Study of United States Institute (SUSI) for student Leaders and reading programmes by the Regional English Language Office at the U.S. Embassy. Three students have been shortlisted for the U.S. govt. sponsored SUSI Programme for student leaders and two of them were selected for the same. 30 students successfully completed a ten-week Academic Readiness Boot Camp programme offered by the Regional English Language Office, U.S. Embassy, New Delhi in collaboration with Indiana University, USA.(iv) The IQAC in collaboration with Youth4Jobs organized online International Day of Persons With Disabilities Day-Career Guidance Workshop on 3rd December 2020. Topics Covered: Importance of Disability Day, Attending Competitive Exams, Tips to clear exams, Tips to clear interviews. Resource persons: (a) Dr. Sr. Innyasamma, Vice-Principal, Maris Stella College (b) Dr. Sahaya Baskaran, Coordinator, Higher Education for Persons with special Needs Project, Andhra Loyola College. (c) Mr Venkata Raghava (d) Mr. Er M.Sambasiva Rao, Director, Microlink Information Technologies. Number of beneficiaries: 47 (v) The department of Commerce & Management Studies organized an

Inter-collegiate Online Poster Making Contest on the theme of Gender Equity on 18th Dec. 2020. Number of participants: 59 (vi)

The department of Computer Science in association with the IQAC organized a State Level Webinar on 'Awareness of Trends in Technology' on 1st Feb, 2021.

Resource Person: U. Siva Lalitha, CEO & Founder, Hypo Techno Solutions. Number of beneficiaries: 500 (vii) The department of Chemistry in association with the IQAC organized an 'Awareness Programme on Gender Equity' on 4th and 5th Feb, 2021 in the College Auditorium Dr. Narayana Rao Battu, M.L.Ph.D. ILS, Joint Secretary & Legislative Counsel to the Government of India Legislative Department, Ministry of Law and Justice spoke about the judicial facts of gender equity. An elocution competition was conducted on Gender Equity with the topics (a) Gender equality - Indian Constitution (b) Gender concerns in designing and implementing development programmes (c) Participation of women in Indian politics for 3rd year students and a cash prize of Rs 2000 sponsored by Dr. C. Krishnaveni, IQAC coordinator was distributed to the winners.

Number of beneficiaries: 300 (viii) The Career Guidance and Placement Cell organized one day workshop on 'Resume Building for final year students on 11th Feb. 2021. Resource person:

Lingeshwara Prasad, Chief Executive, Lingeshwar Informatrix. Number of

beneficiaries: 430 (ix) The Deans, Student Affairs organized a workshop on 'Leadership' on 23rd Mar. 2021. Resource Person: Rev. Fr. Bala Bollineni S J, Founder-Director, YES-J & Counselling Psychologist. No. of beneficiaries: 102 (x) The IQAC provided students with the basic knowledge about the advanced technologies that will be taught to them in the upcoming future through the ICT Academy Skill Edge Program. Thirteen students completed Skill Edge course in 'Getting started with Robotic Process Automation', thirteen students completed a course in 'Principles of Design thinking' and one completed a course in 'Introduction to Cyber Security' during 2020-21. (xi) Training programmes/Literary/Cultural events organized: Training programmes for students held: 9; Literary & Cultural Events: 21; Programmes on Gender Equity: 5; Programmes on Entrepreneurship: 2 (xii) Career counselling & Placements: A week-long induction programme for freshers, 'Student Induction Programme' was conducted during 21st Sept. - 26th Sept. 2020. Coaching is being taking place through IAS integrated programme and training programmes by the ICT academy. No. of Career Counselling activities:5; No. of Students trained: UG - 406, PG - 62; No. of Students placed through on/off Campus drives: UG - 129 & PG - 36; In all, 174 students were offered placement by companies such as Infosys, Wipro, TCS, Nobel Institute of

Communicative English Charitable Trust, Bright Star Educational Trust, Refine Edge, Spandhana Spoorthi Financial Services Ltd., Al Wasi IT Solutions and Oakya Solutions Private Limited. (xiii) Internships: (a) Two-week Online Internship on 'E-Filing of Returns' from 2nd February, 2021 - 39 students of B.Com (General & TPP). (b) Four -week Internship at Novotel Varun Vijayawada from 12th April, 2021 - 6 students of the Dept. of Tourism & Travel Management. (c) Three-week Internship at S.K. Happy Tripz, Vijaywada from 23rd April, 2021 - 3 students of the Dept. of Tourism & Travel Management. (d) 4 students of the Dept. of Business Administration completed internships with different organizations between August 2020 and May 2021. (e) 3 students of Journalism also completed internships successfully. (f) The students of Journalism also produced a documentary on the tribal villages of Dandakaranya, East Dodavari Dist., as a major project. (g) Rishitha Jaladi completed 180 days as an Intern Journalist at Radiant Awadh Lucknow News Live from 21st June to 21st Dec. 2020. She also interned at Winray Infotech as a Content Analyst from 21st July to 20th Aug. 2020. (h) P. Diana Maria completed a Sales Internship with Private Court, Mumbai from 30th Oct. to 29th Nov. 2020. She was also engaged as an Intern with Beat the Virus from 6th Nov. 2020 to 28th Jan.

2021 and did outstanding work as a Corona Warrior. (i) Milcah Anila Ragala also completed 180 days as an Intern Journalist at Radiant Awadh Lucknow News Live. (j) Neeharika Vericharla completed a Graduate Rotational Internship Programme at The Sparks Foundation during the session Nov. 2020 - Dec. 2020. She also interned with Badlav Seva Samiti for two months ending 7th Dec. 2021 (xiv) Industrial Tours and Camps: (a) The Dept. of Tourism organized an industrial tour to Novotel Varun, Vijayawada on 15th March 2021. The 21 students of final year Tourism were accompanied by the faculty of the department.

Criterion VI - Governance, Leadership and Management: (i) Effective institutional functioning through e-campus management software. (ii) Organize training programmes and workshops for faculty, staff, students to improve professional competency.

Criterion VI - Governance, Leadership and Management: With the grant of \$5000 received from the United Board for Christian Higher Education in Asia, an American organization that is committed to whole person education, the college was able to organize 5 faculty development programmes. (i) The IQAC organized following scheduled FDPs sponsored by the United Board for Christian Higher Education India Asia: (a) Five-day National Webinar on 'Digital Workshop on Outcome Based Education: Teaching and Learning Online and Measuring Outcome Attainment' in collaboration with the Teaching Learning Enhancement Cell, CHRIST (Deemed to be University), Bangalore on June 8, 9, 15, 16, and 19, 2020. Resource Persons: Dr. Suparna

Majumdar Kar, Associate Professor, Department of Sociology & Social Work, CHRIST University, Bengaluru, Dr. Sweta Mukherjee, Associate Professor, Department of English, CHRIST University, Bengaluru. Number of beneficiaries: 90. (b) Five-day online workshop for faculty on 'Question Bank Preparation and Validation' during 31.08.2020 - 04.09.2020. Resource Persons: Dr. Lethi, Retired Faculty, Dr. Mercy Pushpalatha, Programme Consultant - South Asia, United Board. Number of beneficiaries: 90. (c) Five-day online workshop on 'Formal written Communication' in collaboration with the Teaching Learning Enhancement Cell, CHRIST (Deemed to be University), Bangalore during 19-23 Oct. 2020. Resource Persons: Dr. Sweta Mukherjee, Assistant Professor, Dept. of English & Cultural Studies, Christ University, Bengaluru, Dr. Christine Ann Thomas, Assistant Professor, Dept. of English & Cultural Studies, Christ University, Bengaluru, Dr. Sumanjari S, Assistant Professor, Dept. of English & Cultural Studies, Christ University, Bengaluru, Dr. Tabitha Chekuri, Associate Professor, Dept. of Humanities and Social Sciences Mahindra University École Centrale, School of Engineering, Hyderabad. Number of beneficiaries: 90. (d) Two-day online Workshop for Faculty on 'Service Learning' during 11th and 12th Jan 2021. Resource Persons: Dr. Mercy Pushpalatha,

Programme Consultant - South Asia, United Board, Dr. Victor Paul, Professor, Sociology & Social Work, School of Social Sciences, Christ University, Bengaluru, Dr. A. S. Priscilla, Asst. Professor, Dept. of Zoology, Lady Doak College, Madurai. Number of beneficiaries: 90. (e) Two-day online workshop on 'Capacity Building in Higher Education' during 5th and 6th March 2021. Resource Persons: Dr. Maher Spurgeon, Consultant, Director of South Asia Programs, United Board, Chennai Dr. Wilson, Principal, Madras Christian College, Chennai, T N (ii) The IQAC, the various Departments and Cells / Committees in association with the IQAC organized the following training programmes, workshops, webinars etc. for the faculty: The departments of Political Science and Journalism in association with the IQAC organized National Webinar on Mentoring Skills from 1st June - 3rd June, 2020. Resource person: Dr. Abhay Singh, Directorate of Civilian Personnel Services (Pay & Pension) Integrated Headquarters of Ministry of Defence (Navy), New Delhi-110011. Number of beneficiaries: 428. The PG department of Business Administration, in association with the IQAC organized a one-day National Webinar on 'Publication of Academic Research in Peer-Reviewed Scholarly Journals on 6th June 2020. Resource persons: Dr. K. Krishna Reddy, Registrar,

Krishna University,
Machilipatnam, Prof. V. Krishna
Mohan, Registrar, Andhra
University, Visakhapatnam.
Number of beneficiaries: 56. The
Department of Computer Science
in association with the IQAC
organized a three-day online
workshop for faculty on 'Office
Automation Tools' during 21st -
23rd July, 2020. Resource
persons: Ms. Roja Prescilla,
Head, Dept. of Computer Science,
Ms. Vidhyavathi, Ms. Lydia, Ms.
Manasa, Ms. Malathi, Ms. K.
Sravani from the Dept. of
Computer Science. Number of
beneficiaries: 85. The IQAC
organized five-day online
workshop for faculty on 'Digital
Assessment through Examineer
Software' during 17th-21st Aug,
2020. Resource persons: Ms.
V.Sudha Devi, Head, PG Dept. of
Mathematics, Ms. K.H.Anuhya,
Vice Principal, Head, Dept. of
Electronics, Dr. K. Sarvani,
Head, Dept. of Commerce &
Management Studies, Ms. A.
Jyothsna., Head, Dept. of
Political Science, Ms. J.
Lasina, Head, Dept. of
Biotechnology. Number of
beneficiaries: 79. The Women
Empowerment Cell organized a Two-
day National Webinar on 'Impact
of COVID -19 on Women' on 10th &
11th Dec. 2020. Resource person:
Prof. Ch. Swaroopa Rani,
Mahayana Buddhist Studies,
Acharya Nagarjuna University.
Number of beneficiaries: 50
(iii) Provided training
programmes for faculty in
association with the ICT Academy
to improve skilled competency.

The faculty who successfully completed the programmes through ICT Academy: Dr. Alice Jayapradha, Dept. of Biochemistry, Dr. Aruna, Dept. of Commerce & Management Studies and Ms. Sarala, Dept. of Electronics completed 6-day programme on 'Digital Teaching Techniques'; Sr. Sahaya Mary, Head, Dept. of Social Work and Ms. C. Hari Manasa, Dept. of Computer Science completed 5-day programme on 'Stress Management', P. Malathi, Dept. of Computer Science completed 5-day programme on 'Angular JS'. (iv) For non-teaching staff: The IQAC Conducted awareness and training programmes for non-teaching staff: (a) One-day workshop on 'Balance Life and Work' for the support staff was organized by the IQAC on the 4th November 2020 from 10.00 am to 4.00 pm in the audio-visual hall. Resource Person: Rev. Fr. Bala Kumar, S.J., Youth Director, Andhra Loyola College, Vijayawada. (b) One-day training programme on 'Professional Values, Ethics and Interpersonal Relationship in Work Quality and Service Delivery' for the support staff was organized by the IQAC on the 13th Feb. 2021. (v) Digital Policy: Digital Policy was prepared, placed it in the Governing body meeting for the approval and displayed it on the College website. (vi) Alumni Support: Alumni Association provides financial and non-financial support for the development of the institution from time to time.

This year Rs. 4,67,500 worth amount has been generated from the Alumni Association. (vii)

Monitoring Committee: A Monitoring Committee was constituted by the IQAC in the academic year 2020-21 to monitor adherence to the prescribed code of conduct for staff and students and appoint the IQAC coordinator as the coordinator. The IQAC prepares annual action plans to create awareness on the code of conduct through awareness programmes, motivational sessions and guest lectures for the staff and students and monitoring committee monitors adherence to the code of conduct. The

Composition: Principal, Chairperson; Vice-Principals; Dean, Planning and Communication; Dean, Administration; Deans, Student Affairs; Controller of Examinations; Three student representatives (one each from arts, science and commerce stream); IQAC Coordinator - Coordinator.

Criterion VII - Institutional Values and Best Practices: (i) Plan for reassessment and re-accreditation in 2022. (ii) Initiate a greening programme on the campus. (iii) Give QR Codes to plants on the Campus. (iv) Celebrate days of national and international significance, commemorative and national festivals (v) Internal Academic and Administrative Audit (vi) Participate in India Today rankings and NIRF. (vii)

Criterion VII - Institutional Values and Best Practices: (1) Initiated a greening programme on the campus: (i) The IQAC organized a workshop for faculty on 'Climate Change Education' on 8th Mar. 2021 in collaboration with 'The Climate Reality Project India' and registered for the 'Green Campus Programme' as an initiative for a greening programme on campus. Topic: Green Campus Measures and the resource persons were (a) Mr.

COVID-19 initiatives

Rakesh Kamal, Co-Founder Suno India, Mentor at Climate Reality who spoke on the topic: Climate Change (b). Ms. Sheetal Antil, Program Manager, Climate Education and Campaigns, The Climate Reality Project India. Number of participants: 30. (ii) 200 students have been registered for the Eco Ambassador Certificate Programme on 'Environmental Awareness' conducted by the Eco Club, Maris Stella College, from 12.03.2021 to 20.04.2021 and 170 of them have successfully completed the programme and received the certificates. (2) The department of Botany undertook a Plantation Programme between 29th July and 15th Oct. 2020. 100 saplings were planted on the college campus. Together with the Eco Club, the department undertook a Clean and Green programme on the campus on 10th Sept.2020.100 students participated. The department of Botany also organized an Awareness Programme on Eco-Friendly Celebration of Ganesh Chaturthi on 21st Sept. 2020 and Vinayaka Pooja Patri were distributed to the faculty. (3) The Department of Commerce & Management Studies organized an Inter-collegiate Online Poster Making Contest on the theme of Gender Equity on 18th Dec. 2020. Number of participants were 59. The department of Commerce & Management Studies organized a National Webinar on 'Green Accounting Practices in India' on 26th March 2021. (4) The department of Chemistry held a Drawing & Painting Competition

on 'Water Consumption and Management / Water Conservation Methods' on 22nd March 2021 in which 15 students competed. This was followed by an Awareness Programme on 'Safe Drinking Water' on the same day. Mr. Krishna Mohan Mullanpudi, DEE, R&B, Retd. Civil Engineer was the resource person for the awareness programme. There were 300 student participants. (5) The Maris Stella campus flora was given QR codes during 2020-21. The department of Botany initiated this programme and around 100 plants on the campus were given QR codes to bring awareness on scientific and vernacular names of the plants and their significance.

(6) The department of Mathematics and PG department of Business Administration in association with the IQAC organized an International Webinar on 'Breaking the Glass Ceiling - Rise of Women as Leaders' on 8th Mar. 2021. The resource persons were (a) Dr. Shoba Zacharia, Former Dean, Majan University College, Founder- CEO Catalyst solutions, Sultanate of Oman (b) Mrs. Sunitha Lal, CHRO, Ather Energy, Bengaluru, Karnataka (c) Padmasree Warrior, Alumna and Former CTO Cisco and Motorola and CEO of NIO USA, and eminent woman technologist speaker.

Number of participants were 61

(7) (i) The Eco Ambassadors and the IQAC in collaboration with Talithakumi Unnathi organized Poster Contest on Climate Change & My Mother Earth on 15th April

2021. Number of participants were: 87 (ii) The Eco Ambassadors and the IQAC in collaboration with Talithakumi Unnathi organized National Webinar on "Climate Change and Next Gen Leadership" on 16th April 2021. The resource persons were (a) Maj Gen M. K. Bindal, Executive Director, NIDM (b) Dr. Kumar Raka, Programme Officer, CCDRR, NIDM (c) Dr. G. Little Flower, Head, Department of Physics, Maris Stella College (d) Ms. Sudheshna Chaterjee, CEO, Action for Children's Environments (ACE), New Delhi. The number of beneficiaries is 200 (iii) The Eco Ambassadors in association with the IQAC celebrated "International Earth Day" on 20th April, 2021. The resource persons were (a) AVSRK. Appana, District Forest Officer, Krishna Division, Vijayawada. (b) Shri. Ray Kancharla, Climate Activist & Researcher, Humanitarian & Development Strategic Planner. The number of beneficiaries were 120 (8) Celebrated days of national and international significance, commemorative and national festivals: NCC Naval & Army wing celebrated the 21st Anniversary of the Kargil War on 26th July 2020 with the following activities: (a) Online National pledge taking ceremony (b) Video on National War Memorial (c) Video on National War Kargil (d) Video on Param Vir Chakra awardees in the Kargil War. The NCC units not only took a Fitness Oath to mark the International Yoga Day on 21st

June 2020, but also created YouTube videos: 11 cadets, other videos: 16 cadets, images: 39 cadets, pledge:72 cadets. As many as 73 cadets were awarded Ayush Yoga Certificates. Independence Day Celebrations were organized by the NCC, as also Flag Day on 30th Nov.2020 Indian Navy Day on 4th Dec. 2020 and Martyrs' Day on 30th Jan. 2021. 40 NCC cadets were certified in online courses on Covid-19. 10 cadets and the ANO took part in YOGDAN. World Population Day, July 11th was observed by the Dept. of Economics. A quiz, debate, poster contest and a guest lecture were organized on the occasion. International Yoga Day celebrations were organized by the Dept. of Commerce on 21st June 2020. Live yoga sessions were held. The speakers on the occasion were Mrs. Nirmala, Yoga Instructor and Mr. I Shri Dharana, Yoga Trainer and Therapist. The Day was celebrated in 2021, too. The same organizers held talks on the theme 'Yoga for me, family and society'. Besides Yoga Instructor, Ms. Nirmala, Ms. M. Rajani, and Ms. Smitha were the other speakers. National Statistics Day was celebrated by the Dept. of Statistics on 29th June 2020. The department held a State-level Quiz in which 100 students participated. World Humanity Day was observed by the Dept. of Microbiology on 19th Aug. 2020 by organizing an awareness programme on Immunity Boosting Foods against Covid -19

and distributing fruits to children at Sisubhavan. National Sports Day was marked by the Dept. of Physical Education on 29th Aug. 2020 Teachers's Day, 5th Sept. was celebrated virtually. The students put up an entertainment programme in honour of their teachers. On the Feast of Mary, 8th Sept, also observed as the Feast of Maris Stella, a sumptuous meal was arranged for the Support Staff in appreciation of their services. The college responded to a tweet from the Hon'ble Prime Minister of India on 8th October 2020, highlighting the three messages 'Wear Mask, Follow Physical Distancing and Maintain Hand Hygiene' by joining the Jan Andolan Campaign on Covid 19. Maris Stella College, in collaboration with Youth4Jobs, Hyderabad, held a programme on 3rd Dec. 2020 to mark International Disability Day. Christmas celebrations were held on 21st Dec. in the auditorium. World Hindi Day was celebrated by the Dept. of Hindi on 11th Jan. 2021. T. Saroj Kumar Yadav, Translation Officer, ESIC Regional Office, Panchdeep Bhawan, Gunadala, delivered a guest lecture on 'The Importance of Hindi Language in the Present Scenario'. There were 150 participants. Competitions were held in Poster Presentation and Essay Writing. 360 students and 3 faculty joined virtually the Reading of the Preamble by the President of India on the eve of National Constitution Day on

26th Nov. 2020. A National Level Online Quiz was also held as part of the celebration. 965 students participated. A guest lecture was held on International Human Rights Day on 10th Dec. 2020 with 263 participants. An elocution competition and a guest lecture were organized on National Voters Day on 25th Jan. 2021. 16 students participated in the elocution. The guest lecture was attended by 550 students and 3 faculty. 21 students participated in a Poster Presentation Competition held on the occasion of Dr. B. R. Ambedkar Jayanthi on 10th April 2021. Student seminars were also held in which there were 17 participants. These activities were initiatives of the Dept. of Political Science. Activities to mark World AIDS Day on 1st Dec. 2020 and World Cancer Day on 4th Feb. 2021 were organized by the Dept. of Zoology National Mathematics Day on 22nd Dec. 2020 was celebrated by the Dept. of Mathematics. National Consumers Day on 24th Dec. 2020 was marked by the Dept. of Business Administration. The NSS celebrated National Youth Day on 12th Jan. 2021. The Dept. of Economics organized a guest lecture in connection with International Day of Education on 24th Jan. 2021. There were 300 participants. Republic Day celebrations were organized by the Departments of History and Travel & Tourism Development. Mr. Ram Lakshman, District Tourism Development Officer,

Krishna District, APTDC was the Chief Guest at the Republic Day celebrations. There were 250 participants. On the Birth Anniversary of Sarojini Naidu on 12th Feb. 2021, the Department of History held a talk by Ms. D. Brahmeswari, Head, Dept. of Humanities (Retd.) St Theresa's Degree College, Eluru. There were 250 participants. As part of the celebration of 75 years of Indian Independence, 'Azadi ka Amruth Mahotsav' an initiative of the UGC (Online/Offline), the Department organized an Essay Writing Competition on The Outstanding Contribution of Women to the Indian Freedom Struggle on 24th March, 2021. There were 12 competitors. The following day, 25th March, 8 students participated in an Elocution Competition on the topic 'A Critical Analysis of Gandhi in the Freedom Struggle'. The department also held a guest lecture on 'The Role of Women in the Freedom Struggle' by Dr. I. Lakshmi, Head, Department of History (Retd.) Osmania University, Hyderabad, Telangana on 27th March, 2021. 250 students participated. The Department of Physics held National Science Week Celebrations-2021 from the 19th to 27th Feb, 2021 as part of which guest lectures were held on 'World Energy Needs and Nuclear Power' and on 'Controllable and Uncontrollable Factors' on 19th Feb, 2021. Prof. Madhavi Sankar, alumna, Atomic Minerals, Directorate for

exploration & Research, Department of Atomic Energy, Bangalore. Mr. Vishnu M.Tech, IIT M Chennai were the speakers addressing an audience of 450. A third online guest lecture on 'Research Opportunities in Promising Scientific Fields' was held on 26th Feb. with Ms. Jyothi Lingala, from Purdue University, USA delivering the talk to 450 students. A students' debate on 'The Greatest Contributions to Society Comes from Science or Technology' was also organized on the same day. The presentations by the six participants was moderated by Dr. Little Flower, HoD. A powerpoint presentation competition on 'The Scientific Innovation that I Admire the Most' with 15 students competing as 80 others watched and learnt brought the celebrations to a close. To mark World Cancer Day, the Dept. of Zoology conducted an Awareness Programme on 4th Feb. 2021. The speaker was Dr. A. Y. Rao, Professor, Govt. Medical College and General Hospital, Guntur. World Water Day, 22nd March, was observed by the Dept. of Chemistry with an Awareness Programme and a Drawing & Painting Competition on the theme of water conservation. The Languages departments celebrated International Mother Tongue Day by organizing a Quiz in which 200 participants joined, on 20th Feb. 2021 In connection with World Obesity Day on 4th March 2021, a team of doctors from Ramesh Hospital held an

awareness cum medical check-up programme for the staff. (9)

Internal Academic and Administrative Audit: The IQAC of the college conducted an Internal Academic and Administrative Audit (online) for the academic year 2020-21 to review the quality of the academic process in the college and to evaluate effectiveness of the administrative procedures from 26.04.2021 to 28.04.2021.

The IQAC formulated a new format, 'Departmental Data', a self-study report from each department, of its performance during the academic year 2020-21 on curricular aspects, teaching, learning & evaluation, research, innovation & extension, student support & progression, best practices & distinctiveness. The intention was to facilitate self-assessment in each of these fields. The departments completed the process and submitted their reports with links to valid documents to support claims. A report with observations and suggestions was prepared and was displayed on the College website. (10)

Coordinators for each criterion:
Appointed coordinators for each criterion for RAF A & A to prepare strategies and plan of action for re-assessment & re-accreditation in 2022: Criterion I - Dr. Sr. Innyasamma; Criterion II - Dr. C. Krishnaveni; Criterion III - Dr. K. Naga Sundari; Criterion IV - Ms. K. H. Anuhya; Criterion V - Dr. Sr. Lavanya; Criterion VI - Dr. Girija Nambiar; Criterion

VII - Ms. V. Sudha Devi; Dr. Girija Nambiar, the Dean, Planning & Communication prepared a three-year and a five-year '10 Plans Strategic Document' for the periods 2019-22 and 2019-24 along with the plans of action. (v) Other quality initiatives: (a) Participated in India Today rankings and NIRF. (b) Feedback: The feedback which was collected from students, faculty, parents, alumna and employers was analysed and prepared ATR. (c) IQAC External Peer Team Visit: The IQAC External three member Peer Team consisting of Dr. Fr. Francis Xavier. S.J, Director, Institute of Engineering & Technology, Andhra Loyola College, Dr. Saraswathi Raju Iyer, Head, Department of Sociology and Social Work, and IQAC Coordinator, Acharya Nagarjuna University and Dr. D. Bala Krishna, Principal (I/C), AG & SG Siddhartha Arts and Science, Uyyur visited the college on 22.04.2021 to review the functioning of the statutory bodies of the college, check the documentation of the various bodies and processes and interact with the management and faculty. (d) Covid-19 initiatives: Representatives of college management, staff and students, with the support of the authorities, visited three shelter homes in Vijayawada to distribute kits comprising bedsheet, towel, toothpaste, soap, detergent and hair oil to migrant workers and needy persons housed there. The

college, with the help of contributions from faculty, both in service and retired, distributed 150 packs of groceries to supplement the rice given to the needy by the government so that they could cook a meal. The main Rythu Bazaars (farmers' markets) have been split into smaller units by the municipal authorities to prevent crowding. One such unit operated at Maris Stella campus to cater to the neighbourhood. The indoor stadium was used for distribution of ration. The cadets of the two wings of NCC, army and navy created videos urging the public to join the PM's call for a Janata Curfew . The cadets won appreciation from the Commanding Officer for their initiative. Students have also made videos to raise awareness of safety protocol against the virus and posted them on social media platforms. The college offered the use of twenty classrooms for quarantining, if needed. In order to ensure the mental and psychological well-being of students, the college is making use of its very organised mentoring system. Every student in college has a teacher as mentor. Even before the Commissionerate of Education passed directions to take up mentoring, our mentors were in contact with their mentees online, ensuring their well-being and extending mental support to ride the corona storm. The college held several training programmes through the academic year 2019-20 to train

faculty in the use of ICT in teaching. Besides, almost all members of faculty have made use of suspension of classes due to COVID-19 to complete online courses in Video Content Creation and the use of MOODLE platform. Some others have finished online professional development courses during this period. The college is one of the first institutions to hold proctored exams online, after taking care to hold practice runs to acclimatise students. Many departments of the college initiated their own outreach programmes for COVID relief.

After vaccinations became available, several vaccination drives have been organized for the campus community as well as for the public. One of the alumni made available free supplies of vaccines for public use. The institution had resolved to adapt, innovate and recreate in order to address the challenges posed by COVID-19 and do the best to offer uninterrupted services in education to our students and community.

13. Was the AQAR placed before the statutory body?

Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing Body	15/11/2021

14. Was the institutional data submitted to AISHE ?

Yes

• Year	
Year	Date of Submission
14/03/2022	14/03/2022
15.Multidisciplinary / interdisciplinary	
16.Academic bank of credits (ABC):	
17.Skill development:	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
20.Distance education/online education:	

Extended Profile

1.Programme

1.1 27

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 1638

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 555

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 1433

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1 685

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 87

Number of full-time teachers during the year:

Extended Profile	
1.Programme	
1.1 Number of programmes offered during the year:	27
File Description	Documents
Institutional Data in Prescribed Format	View File
2.Student	
2.1 Total number of students during the year:	1638
File Description	Documents
Institutional data in Prescribed format	View File
2.2 Number of outgoing / final year students during the year:	555
File Description	Documents
Institutional Data in Prescribed Format	View File
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	1433
File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1 Number of courses in all programmes during the year:	685
File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	87
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3	87
Number of sanctioned posts for the year:	
4.Institution	
4.1	415
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	65
Total number of Classrooms and Seminar halls	
4.3	565
Total number of computers on campus for academic purposes	
4.4	43086734
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The curriculum is developed for holistic education of the student, balancing the aspects of domain knowledge, skills and attitude, at the same time, addressing local, national, regional and global developmental needs. It is also aligned with the UGC and the Andhra Pradesh State Council of Higher Education prescribed curriculum.

The revised curriculum adopted in 2020 has initiated outcome-based education and introduced the 2018 Revised Bloom's Taxonomy after intensive training of faculty for institutional learning.

The curriculum structure includes Languages, Core Courses, Life Skills and Skill Development Courses, Community Service, Internships, Extra-curricular Activities and Certificate Courses. As per UGC direction, Swayam courses, have been adopted wherever they are in alignment with the programmes offered.

4 Life Skills and Skill Development Courses each, one offline and one online certificate course for value-addition, 120 hours of community service for social responsibility, a course in Environment Education for awareness in national and global threats to Mother Earth, and participation in one extra-curricular activity for all-round development, are mandatory for completion of any UG programme.

Every course spells out its objectives and expected outcomes. It is ascertained that the COs are in sync with the PSOs to ensure fulfillment of POs.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://docs.google.com/document/d/1iUZU9EKYMewpJXN8HxW0w8-JL1Cw_tcz/edit?usp=sharing&oid=110413762660486884029&rtpof=true&sd=true

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

26

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

685

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

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

167

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

27

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The curriculum lays emphasis on cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values through the concerted effort of all the departments, cells, clubs and committees.

Several Science, Arts, Commerce and Management departments offer courses relevant to the issues mentioned to sensitize students and to direct their attention to the need for awareness and active involvement in such issues. Cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values are explicit and sometimes implicit, in many of the units in the courses offered by the Languages departments.

Life Skills and Skill Development courses on Gender Studies, Human Values and Professional Ethics, Environment Audit, offered as part of the curriculum also deal with these issues. A course in Environmental Education is mandatory for all UG students.

Certificate courses, lectures, workshops and seminars, extension activities and celebration of days dedicated to these subjects, such as World Environment Day, Human Rights Day, International Women's Day, World Earth Day help to keep the student focused on these issues, to understand and work towards taking the right stand and to develop a proactive attitude towards resolution of issues in these areas.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

40

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

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

559

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

453

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni **A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.marisstella.ac.in/wp-content/uploads/2022/05/Responses-Feedback-on-Curriculum-2020-21.xlsx
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

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

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.marisstella.ac.in/wp-content/uploads/2022/05/Responses-Feedback-on-Curriculum-2020-21.xlsx
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

536

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

536

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Every department offers a bridge course for newly-admitted students to mainstream disadvantaged students by helping them reach a standard level in the subject. Learning levels are assessed during this course and also based on classroom response and performance in the first continuous assessment test.

Advanced learners are given challenging assignments and tasks as part of internal assessment. They are encouraged to take up additional online certification courses, projects, training programmes in leadership and skill development, peer teaching, compete in competitions both on and off campus, and given organizational and anchoring roles during academic and cultural activities. They are given proficiency prizes and scholarships. The library offers them the privilege of borrowing extra books.

Slow learners are given extra guidance and remedial coaching to support the academic challenges they may face. They are given closer attention and care by their mentors through counselling in not only academic issues but also personal and psychological problems so that they are healthy in mind and body. Group projects, pair work, each one teach one, group discussions, quiz and just a minute activities and study methods are some strategies used by faculty and peers to assist the slow learners academically.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1enRSEKGD6RH68_r-iuO20Mxn13BTdu-I?usp=sharing

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
03/08/2020	1638	87

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

Faculty have been trained to use student- centric methods, together with the lecture method to enhance learning experience. They have been oriented on the Revised Bloom's Taxonomy structure that focuses on outcome-based education. Teachers design lesson plans and methodology in order to achieve specific learning outcomes. Experiential, participative and problem-solving methods are among the strategies used in the classrooms.

Field projects and internships for hands-on experience, field/industry visits for surveys, audio- visual learning in the language labs, demonstration and practical work for conceptual clarity, poster presentation, creating and including video clips, models and exhibits and a range of extra-curricular and club activities to promote creativity, book reviews, exhibitions, educational tours and documentary-making are some of the strategies used to promote experiential learning.

Participative learning is encouraged through role plays for conceptual clarity, guided group discussion to promote communication and interpersonal skills, to generate ideas, seminars to improve presentation skills and to strengthen the art of listening and responding, mock interviews, panel discussions to present ideas, in addition to puzzles, drama, debates and games.

Case studies are used to develop problem-solving skills, wherein the learner is made to identify the problem, search for solutions and suggest steps for implementation.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://www.marisstella.ac.in/lms-lcp/

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

Teachers use ICT-enabled tools including e-resources, in addition to conventional methods, for more effective teaching-learning and assessment and to promote creativity, self-learning and digital skills among students.

Good internet facility is available both for faculty and students to facilitate the blended mode of teaching used during regular in-person classes.

Tools for teaching-learning and assessment:

Cloud Platforms: Google Education, Microsoft Teams and Zoom are used for online classes, and to conduct webinars, workshops, training programmes, virtual conferences, etc.

Whatsapp: for disseminating information, communication and sharing of knowledge.

Other tools: PPTs, Interactive Whiteboard, Digital Podium, Videos, Audios, Virtual & Digital Classrooms, LCD Projectors, Visualizers, Presentation Clickers, Smart Phones, Laptops, Computers (Desktops), Printers, Scanners, Licenced Software.

Google Apps: Drive, Calendar, Classroom, Sheets, Forms, Docs, Slides, Blogger, Jam board, Meet.

Google Add-ons: Formlimiter for time bound testing and Meet Attendance for maintaining attendance records.

Recording tools: PresentationTube, Screencastify, Screencast-O-Matic, Screen Recorder (Mobile App) to create video content.

Assessment tools: Kahoot, Plickers, Mentimeter, Slido, Socrative for computer based testing.

E-Resources: For online certificate courses / FDPs: E-Patasala, N-

List of Infilbnet, NDLI, OER Commons, Khan Academy, YouTube Videos, SWAYAM-NPTEL platform, ARPIT, Saylor Academy, Coursera.

E-Content: Individual YouTube Channels, Word documents and PDF in individual drives.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.marisstella.ac.in/ict-tools-resources/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

76

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

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

A tentative academic calendar is prepared by the Vice-Principals and the IQAC after considering the list of activities planned by the various departments, cells, committees and clubs and the schedule for continuous assessment tests and semester end examinations fixed for the forthcoming academic year by the Examination Section. This is shared with the HoDs and Deans. The final document is submitted to the Handbook Committee after approval from the Principal for printing in the handbook.

A copy of the handbook is distributed to students and faculty at the beginning of the academic year.

Work load for the new academic year is fixed at the end of the previous academic year and individual time-tables made available to the faculty. Teaching plans are, therefore, readied well in advance and recorded in the Annual Academic Plan Register. Every

faculty member maintains a teaching diary, which is verified every week by the HoD and every month by the Principal. The HoDs monitor adherence to the academic calendar.

The syllabus, model paper and schedule for examinations for each paper are discussed with the students by the course teacher at the beginning of the semester. The same is displayed on the college website.

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

2.4 - Teacher Profile and Quality

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

87

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

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

33

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

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

843

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

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

47

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

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

11

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

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Online examinations in core subjects were introduced during the pandemic. The format was subsequently modified to include descriptive questions together with training and implementation of online proctored mode, evaluation and posting of marks in the online mode.

This initiative helped in completing the semesters and helped students to move to the next semester with minimal disruption to

the academic calendar.

Adoption of bar coding and scanning of marks has been introduced to further improve the Examination Management System.

Setting up of question banks, revision of question papers in sync with RBT levels, Multiple Choice Questions both in Continuous Internal Assessment (CA) and Semester End Examinations (SEE) to train students in various competitive examinations, tasks that require the use of ICT tools for the second component of CA and the use ICT tools in evaluating these tasks/assignments were other newly introduced measures. A single CA test per semester and a Continuous Assessment Improvement Test (CAIT) for those wishing to improve their performance and for absentees has been introduced to provide students an opportunity to pursue additional online/offline certificate courses.

Online posting of CA marks has been introduced, enabling students to view their marks and attendance online.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.marisstella.ac.in/examinations/

2.6 - Student Performance and Learning Outcomes

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

Programme Outcomes, Programme Specific Outcomes and Course Outcomes are based on the Revised Bloom's Taxonomy and prepared after several meetings at various administrative levels.

The IQAC prepares the templates for POs, PSOs and COs and their mapping.

POs are framed by a committee comprising the IQAC core members, Deans and HoDs and PSOs by the departments offering the programme (single, in the case of Commerce and Agriculture and triple in the case of other programmes).

Course Outcomes, reflecting a mix of knowledge, skill and attitude, are prepared at the department level, scrutinized and

validated by subject experts and passed in the Board of Studies.

Mapping of COs with PSOs and POs is then undertaken after ensuring that they are in alignment.

The Programme Outcomes, Programme Specific Outcomes and Course Outcomes are disseminated to staff and students by displaying on the college website. The course teacher also explains the COs to the students and copies are also made available to students. The teachers prepare lesson plans, design instructional strategies and question paper blue prints as per the expected outcomes. A copy of the course outcomes, the syllabus and the question paper blueprint are sent to the external examiners.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://www.marisstella.ac.in/wp-content/uploads/2022/05/POs-PSOs-COs_2020-23.pdf

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

The COs are first mapped with the PSOs and POs. A correlation is established between COs and POs/PSOs on a 1 to 3 scale based on the number of classroom sessions addressed by COs and the weighted average value of each PO/PSO is found.

The college uses the direct method and indirect methods of measuring attainment.

A threshold for each CO is set, the percentage of students who achieved it in the internal and external assessments, with equal weightage for both, is calculated and the average taken.

Indirect measurement of attainment levels of COs is based on course exit surveys through questionnaire and computation by taking weighted average of students' responses.

The overall CO attainment value is obtained by adding direct and indirect values of each CO in the proportion of 90:10 respectively and taking their average.

The PO/PSO direct attainment is calculated using the formula:

$$\text{PO/PSO attainment} = (\text{Weighted Average Value of PO/PSO} \times \text{Overall CO Attainment Value}) \div 3$$

The average is then taken.

The indirect attainment values are determined by the same procedure used for COs.

The overall PO/PSO attainment values are computed by adding direct and indirect PO/PSO attainment values in the proportion 80:20 respectively.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://drive.google.com/drive/folders/1DTv3RywxYl-qICvni4wOv_H9oEhjOosk?usp=sharing

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

483

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://www.marisstella.ac.in/wp-content/uploads/2021/12/Annual-Report-2020-21_compressed.pdf

2.7 - Student Satisfaction Survey

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

<https://www.marisstella.ac.in/wp-content/uploads/2022/05/Responses-Feedback-on-SSS-2020-2021.xlsx>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

There is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented.

The Research Committee documents research activities, provides relevant inputs to faculty for promotion of research and organizes seminars and conferences on research-related subjects.

There were 24 publications by faculty in journals of which 5 were in UGC approved journals and 9 in international journals. There were 26 publications as chapters in books and 6 publications in proceedings. Seventeen paper presentations were made during the year.

Dr. Sr. Ramana, Dept. of Business Administration, was awarded a doctoral degree. Four faculty members attended workshops/ completed courses on research-related subjects.

A national webinar on 'Publication of Academic Research in Peer Reviewed Journals' was held by the Dept. of Business Management. The IQAC organized a guest lecture on 'Preparation of Research Project Proposals for Funding' for faculty members with Ph.D. The IPR Cell and the IQAC organized a webinar on 'Innovation and Intellectual Property Rights'

One faculty member was awarded a Certificate of Excellence in Reviewing for her outstanding contribution to the quality of the journal Advances in Research for the year 2020.

A student of Business Administration has applied to TOCL for seed funding.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.marisstella.ac.in/research-policy/
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

15

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

3.2 - Resource Mobilization for Research**3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)**

660000

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

1

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.marisstella.ac.in/research-ethics-committee/
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

1

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.marisstella.ac.in/research-ethics-committee/
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The Research Committee documents research activities, provides relevant inputs to faculty for promotion of research and organizes seminars and conferences on research-related subjects.

An e-learning center has been set up for UG and PG students which offers facilities to browse e-resources, e-books, e-journals and to take online courses. The Stella Virtual Library, unique to the college, is a ready reference for all the e-resources. The library has been subscribing to N-List since 2010.

The Entrepreneurship Development Cell inaugurated several student enterprises such as Beauty Care Services and Creative Crafts during the year. The Dept. of Commerce & Management Studies initiated a programme 'Talk with Women Entrepreneurs' with the objective of providing a platform for students to interact with women entrepreneurs in Vijayawada. The college has an MOU with ALEAP (Association of Lady Entrepreneurs of Andhra Pradesh).

Community service is mandatory for all students in the revised curriculum implemented from academic year 2020-21. The institution has MoUs with organizations such as Vasavya Mahila Mandali for collaboration on community orientation. The Dept. of Social Work, Stellites to Awaken and Reach Out to Society (STARS) and the NSS are the chief units through which community orientation is imparted.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1S1WPQlhgezJsHrrWwTHWl4EByse1DS5a?usp=sharing

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

25

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

B. Any 3 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	https://www.marisstella.ac.in/research-policy/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

24

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

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

26

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1PU-28961eho5MQhVhmC_YYpjp0MlXC38?usp=sharing

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

241

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

11

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

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	View File
Any additional information	View File

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The pandemic necessitated a shift of focus from all other social issues to sensitize students to the need to help in mitigating the sufferings of those affected.

During the first wave, staff and students raised funds for relief work. Audio and video presentations were made by students to spread awareness of precautions against the pandemic and also on projects such as Swachh Bharat. These efforts continued through the second wave, too.

The college reached out to the cyclone-hit villages around Machilipatnam. A need-assessment survey of the affected areas followed by relief operations was carried out by staff and students.

A baseline survey of some neighbouring areas was undertaken to plan for community service.

Students extended their services to the rural areas outlying Vijayawada in registration of PAN cards on the online platform.

An Online Workshop on Service Learning was held in January 2021 for faculty as part of the plan to incorporate service learning into the curriculum.

180 hours of community service as part of curriculum was to have

been undertaken in the summer of 2021 by all 2nd year students but was delayed because of the pandemic. It is now underway, in collaboration with Youth for Seva.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1bnJF5Y0FFY-iINrsKh5COFAGCo3kXgrH?usp=sharing

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

2

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	View File

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

28

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1620

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

15

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

12

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

There are 62 well-equipped and ventilated classrooms with internet connectivity, seven computer labs, two language labs, separate labs for each of the sciences and an AC audio-visual hall with a seating capacity of 100.

There are 565 computers on the campus of which 439 are made available for students in the computer labs and library. There is a digital lab equipped with 30 desktops, a laptop and a white board.

Virtual classroom equipment has been installed in three

classrooms. One classroom has been made into a digital-cum-virtual classroom.

Google Apps for teaching-learning and Google add-ons for computer-based testing are used extensively.

Faculty developed e-content is saved in their respective drives and shared with the students in their Google Classrooms.

The library has a collection of more than 99000 books, 48 periodicals, 78 journals, 1500 course related audio and video CDs, subscribes to 13 newspapers and has three spacious reading rooms, three stack rooms and a book bank.

The e-Learning Centre in the library block provides students with facilities to browse and learn. Twenty desktops are available for students to take online certificate courses, to visit various websites for their study projects, assignments and to make presentations.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marisstella.ac.in/infrastructure/

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

The playground stretches over five acres of the campus and is spread over 119235 sq. ft.

There are running tracks, basketball, netball courts, a gymnasium, a Yoga Centre, facilities for indoor and outdoor games.

There is a stage with curtains, props, green rooms, a costume cupboard, make-up kits, and open-air seating for cultural activities. There are also stages in the indoor stadium and auditorium. The indoor stadium has four dressing rooms for athletes.

Facilities:

Stage I: 1962, 1411.94 s.ft.

Green rooms: 1187.76 s.ft.

200 mts 6 lane Track: 1962,200 mts.

2 Ball Badminton Courts:1962,Length- 13.4m (64 ft);Width - 6.1m (20 ft)

1 Volleyball Court:1962, Length - 18m; Width - 9m.

1 Basketball Cement Court:1986, Length - 28m ;Width - 15m.

1 Netball Court: 1962, Length - 30.5m ; Width - 15.25m.

1 Kho-Kho Court:1962, Length - 36m ; Width - 18m

1 Shuttle Court:1962 (Indoor), Length - 36m ; Width - 18m

1 Kabaddi Court:1962, Length - 13m ; Width - 10m

2 Table Tennis Boards:1972

1 Handball court;Length - 40m; Width - 20m

Indoor Stadium:2014, Area -19970.28 s.ft

Gymnasium: 2013, Area - 1291.68 s.ft

Students participate regularly in sports and cultural activities as part of mandatory extracurricular activities.

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

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

35

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

29436170

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

Library automation was begun in the year 2000 with CDS/ISIS and was upgraded to NewGenlib Library Management Software in 2008.

All the library operations are automated. Barcoding of the library collection was initiated in 2005. All circulation counters are equipped with barcode scanners. Housekeeping operations like acquisition, accession register, generating different reports are also automated.

Digitized semester end question papers are available to staff and students in OPAC through LAN under Institutional Repository. Library connection under UGC INFONET project (N-List), given in 2010, is regularly renewed.

The library blog provides complete information to users. Awareness programmes are organised on e- resources and online courses. NPTEL local chapter has been established. Stella Virtual Library provides information on open access resources and databases and provides links for free e-resources. The library has about 95000 books, including reference books, back volumes of journals, and

project reports.

The e-learning centre in the library has 32 systems with 4 GB RAM for the use of students who can avail internet free of cost for projects and e-learning.

The ILMS software in use is NewGenlib- Open Source Library Management, fully automated with barcode technology, version: 3.2.1 (Helium). The year of automation with NewGenlib is 2008

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://192.168.1.200:8080/newgenlibctxt/

4.2.2 - Institution has access to the following: A. Any 4 or more of the above e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

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

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

684860

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

200

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

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The college provides integrated and comprehensive technologies to enhance teaching learning, to improve productivity, to support internal and external communication and collaboration.

It gives access to faculty, students and staff to a wide range of computing resources, digital information and communication networks basic to the academic, research and administrative functions of the college.

The college established basic network infrastructure in the first decade of the millennium and has allocated budget for upgrading its IT services regularly.

The college IT Policy seeks to maintain, secure and ensure legal and appropriate use of Information Technology infrastructure established by the institution on the campus. It establishes college-wide strategies and responsibilities for protecting the confidentiality, integrity and availability of the Information assets that are accessed, created and managed by the institution. The policies are revisited periodically as the IT sector is a rapidly changing field.

All computers connected to the institution's network have the latest operating system security fixes installed and are protected with up-to-date anti-virus software. The IT Department manages remotely all college-owned computers from a centralized management console, maintains the computers and communication systems used by its faculty, staff and students and ensures that college policies and applicable laws are observed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marisstella.ac.in/policies/

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
1638	439

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

B. Any three of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marisstella.ac.in/lms-lcp/
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

3480321

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

The Maintenance Committee ensures the maintenance and utilization of physical, academic and support facilities as per college policy. The committee meets periodically to review the requirement of assets and their maintenance and makes recommendations to the Management on technology upgradation, infrastructure like laboratories, furniture and other facilities based on useful innovations for imparting professional education newly featured in the market, and inputs from HoDs and others.

The Campus Maintenance Department has made greenness and cleanliness the defining features of the campus. The routine cleaning of the campus and maintenance of support facilities are undertaken by designated support staff and authorised service personnel.

Laboratory equipment is maintained by the laboratory support staff and servicing personnel from the suppliers. Departments have Annual Maintenance Contracts with suppliers and companies for the maintenance of equipment. Procurement of all equipment is channeled through the Maintenance Committee.

The Library Committee ensures the regular maintenance and efficient functioning of the automated library, with technical support from the IT team. This team also maintains the computer and other allied facilities provided in all the departments, the administrative office and the Examination Section.

The Campus Maintenance Committee examines and recommends the requirements of the Department of Physical Education.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marisstella.ac.in/maintenance-utilization-of-facilities/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

735

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

147

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

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology **A. All of the above**

File Description	Documents
Link to Institutional website	https://www.marisstella.ac.in/capacity-development-skill-enhancement/
Details of capability development and schemes	View File
Any additional information	View File

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

1904

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

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

165

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

5.2.2 - Number of outgoing students progressing to higher education

50

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

01

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

6

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

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

It is the policy of the institution to maximize student participation in the various academic and administrative bodies and other activities.

Every class has two elected representatives who automatically become members of the Student Representative Council (SRC) headed by the Student Coordinator and two Assistant Student Coordinators. They are responsible for coordinating student activities on campus and are actively involved in organizing literary and cultural activities with faculty support.

Students are represented in various committees of the college such as the IQAC, Anti-Ragging Cell, Women Empowerment Cell, Internal Complaints Committee, Discipline Committee, Library Committee, Training and Placement Cell, ICT Committee, Cultural Committee, Press Committee, Grievance Redressal Cell, SC/ST Cell, Minority Cell, Committee for Outside

Competitions, Student Welfare Committee, Research and Ethics Committee, Extra Curricular Activities Committee, Eco Club, Red Ribbon Club, Website Committee and EDC. They play a decisive role in the planning and execution of the activities of the departmental clubs.

The Class Representatives take a leading role in day to day class activities. Students express their views about the curriculum, teaching-learning, student support, rules and regulations to their representatives who in turn present them in the SRC. Issues requiring escalation are then placed before the appropriate authorities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/12stN3eWwq_RQ8vHIJmHbiO6Xgs-OkoPg?usp=sharing

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

21

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni Association has contributed in many ways to the development of the institution during the academic year.

Prof. Jayapradha Challa (Retd.), Department of English, Andhra University and Prof. Usha, Krishna University, have made valuable suggestions for the improvement of the curriculum as members of the Academic Council and the Governing Body of the College, respectively.

Another alumna, founder of Arthem Creations, arranged the resource persons for the Induction Programme of first year UG students.

Alumni have contributed Rs.2,14,000/- towards activities such as Covid relief, scholarships for deserving students, financial support to economically challenged students and for the purchase of a lift. Apart from this, seven siblings, all alumni of the college, have set up a fund of Rs.5,00,000/- for meritorious students in six different programmes.

Alumni working in the Dept. of Atomic Energy and at Purdue

University, U.S.A. respectively, have delivered guest lectures online.

An alumna, who is a popular pop singer and entrepreneur, has offered her services to the Entrepreneurship Development Cell of the college and has supplied free Covid vaccines.

The Alumni Association organised an awareness programme on the Standard Operating Procedure for Covid-19 at a neighbourhood government school, and distributed masks and sweets to students.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://stellasparks.blogspot.com/

5.4.2 - Alumni's financial contribution during the year

C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The vision and mission of the college envisage the extension of quality education to empower women. Inclusiveness and excellence leading to decentralization and participative management are the guiding principles of governance in the institution. Accountability, efficiency and transparency are key factors promoted for good governance. These aspects are reflected in the general functioning of the institution.

The perspective plans of the institution propose strategies for quality improvement through curriculum revision, adoption of contemporary methods of teaching-learning and evaluation, facilitation of research and innovation, strengthening of extension services, infrastructure, student support, e-governance and adoption of environmental-friendly practices.

Teachers find representation and participate in all the bodies of the institution, both statutory and non-statutory: the Governing Body, the Academic Council, the Finance Committee, the IQAC and in all the committees set up for good governance. They play a major role in administration as Vice-Principals, Deans and Heads of Departments. In their role as teachers and mentors, they meet and interact with parents, industry, and alumni, thus playing a decisive role in building the very ethos of the college. They are instrumental in determining the parameters of all aspects of campus life: academics, co-curricular activities, extension work and capacity- building of students.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.marisstella.ac.in/college-administration/

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

A case study of the practice of decentralization and participative management in the institution is manifested in the Green Campus Initiative launched in 2020 to strengthen environment-friendly practices with the help of stakeholders.

The college management registered the institution with Climate Change Reality, New Delhi for guidance, support and award.

A pre-audit assessment was done to identify areas needing attention. Faculty and students participated in a webinar on the need for environment protection and sustenance. Five teams were formed to address the lacuna in air quality, biodiversity, waste management, and water and energy conservation. Action plans with timelines were drawn up by each team.

Non-teaching staff were given orientation on the importance of biodiversity and environment-friendly practices. Through motivation, their services were roped in to help in filling the pits to produce organic manure, in preventing wastage of water through leaks, in segregation of waste, to clean the solar panels, etc.

Parents were approached to cooperate in encouraging their wards to

use public transport or bicycles to reduce air pollution.

Community involvement is expected through students motivated and trained as eco-ambassadors.

The action plans are almost executed. The institution plans to submit for audit and award by early 2022.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://www.marisstella.ac.in/wp-content/uploads/2022/07/IOAC-Report-2020-21.pdf

6.2 - Strategy Development and Deployment

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

One of the strategic plans for the 2019-24 period is to revise curriculum to introduce emerging areas and to strengthen practical learning through increased field projects and internships.

Curriculum has been revised across all programmes with effect from the academic year 2020-21. Inputs from experts on the Boards of Studies and the Academic Council on emerging areas were considered during the revision, besides ensuring that the curriculum is in alignment with the UGC and the Andhra Pradesh State Higher Education prescribed curriculum.

The revised curriculum adopted in 2020 has initiated outcome-based education and introduced the 2018 Revised Bloom's Taxonomy. Nine faculty development programmes were held during the academic year to equip faculty with a deeper understanding of emerging concepts in teaching, learning and evaluation, and to impart requisite skills.

The curriculum structure includes Languages, Core Courses, Life Skills, Skill Development Courses, Community Service, Internships, Extra-curricular Activities and Certificate Courses.

Each student must complete 4 Life Skills and 4 Skill Development courses in the first three semesters. 180 hours of community service and internships/projects are mandated during the summer breaks at the end of the second and fourth semesters. The entire fifth/sixth semester is devoted to field projects and internships.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.marisstella.ac.in/capacity-development-skill-enhancement/
Upload any additional information	View File

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

At the apex is the FMM Governing Body set up by the Management Committee of the Franciscan Missionaries of Mary (FMM).

The Governing Body of the college is constituted as per the norms of the UGC. The responsibility for the management of college affairs is shared by the Correspondent and the Principal appointed by the FMM Governing Body.

The Principal heads the Academic Council and the Staff Council. The Vice Principals, Deans, IQAC Coordinator, Director (MBA) and the Controller of Examinations function directly under her direction.

The Vice Principals supervise the working of the HoDs, the Librarian and the Physical Director under whom are the faculty, assistant librarians and coaches, respectively.

The Deans of Academic Affairs and the Student Deans have charge, respectively, of all academic activities and student affairs.

The Controller of Examinations manages the Examination Section with the help of additional controllers and administrative staff.

The Correspondent and the Principal head the Finance Committee and deal with all financial matters. They are assisted by the Bursar and the Dean of Administration. Under the latter are the Office Superintendent and the Administrative Staff, the Campus

Maintenance Supervisor and the Support Staff and also the Technical Staff.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.marisstella.ac.in/organogram/
Upload any additional information	View File
Paste link for additional Information	https://www.marisstella.ac.in/statutory-bodies/

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Every member of the staff has an Employee Provident Fund account as per PF rules, full paid maternity leave, fee concession to wards if economically challenged and timely crediting of salary to bank accounts. PF loans and ESI coverage are available. Management also extends interest-free loans to needy staff. First aid facility on the campus and emergency treatment is provided by Vasavya Hospital. In case of accidents on the campus, entire treatment expenses are borne by the management.

The institution sponsors the registration fee for teachers to attend workshops, symposia, seminars, refresher courses and

faculty development programs. Faculty development programmes free of charge are organized regularly, in addition to financial assistance for travel to participate in faculty improvement and professional development programmes by outside agencies, to organize and participate in national and international conferences. Administrative and support staff are offered free training programmes.

Gratuity, pension and annual holiday trips are some other welfare measures for non-teaching staff.

Amenities such as free wi-fi and use of laptop/desktop, access to the resources of the library, canteen and banking facilities, use of the fitness centre are also available.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marisstella.ac.in/wp-content/uploads/2021/04/Educational-Manual.pdf

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

38

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

17

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

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

87

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The institution submits to an external financial audit every year. The main intention of the audit is to maintain transparency.

Receipts and payments are documented and audited. Meticulous planning and judicious allocation of available funds through budgeting and careful monitoring of expenditure through internal and external auditing are the strategies adopted for effective management of financial resources.

The management committee prepares and approves the annual budget of the college. It is then presented and approved by the Finance Committee. A review of utilization is undertaken every six months. Certified chartered accountants, M/S Brahmaiah and Co. and Narasimha Rao and Co. appointed by the management undertake an internal audit every year.

External audit is conducted by the auditors appointed by the CCE and periodically by the office of Audit and Accounts General. But these audits do not happen regularly every year, the last one

being in 2013-14.

The audit involves a thorough examination of the bank accounts, expenditure vouchers and balance sheets. Utilization and accounting of government funds have generally been found to be correct, so serious audit objections have not been made thus far.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

2596287

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The Resource Mobilization Policy aims at achieving the goals and targets of the institution through optimal utilization of funds for the promotion of a learner-centric ecosystem. The policy focuses on:

- Activities to secure new and additional financial, human and material resources for the achievement of strategic plans, goals and overall growth.
- Assessment of the resources available for programme needs, policies, research, infrastructure upgradation and maintenance.
- Analysis of funding landscape and identification of potential resource support.

- Efficient budget allocation and maximization of internally generated income.

The college mobilizes and secures funding through the following agencies and strategies:

- Annual Autonomy Grant from the UGC.
- Grant-in-aid received from the state government towards salary of aided staff.
- Fees from self-financing courses.
- Financial assistance from Management for infrastructure augmentation.
- Funds generated from college activities such as Christmas fete and sponsorship of academic activities such as seminars by private agencies
- Optimum use of infrastructure through renting of auditorium, etc. during vacations and weekends, renting facilities for banking services, a stationery shop and a canteen.
- Governmental and quasi- governmental funding to institutions, through schemes such as RUSA and from private agencies such as United Board for specific programmes.
- Contribution from philanthropists, retired staff and alumni.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.marisstella.ac.in/policies/

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality

initiatives (Second and subsequent cycles)

Sharing of expertise on autonomy, curriculum development, community service, IQAC and new framework of assessment and accreditation is an initiative undertaken to promote a deeper understanding among the campus community of objectives and processes in the wake of the realization that the revised framework has made sweeping changes in the distribution of weightage for qualitative and quantitative metrics and mode of submission of supporting documents.

The concepts of autonomy and the newly introduced outcome-based education, new features in the curriculum such as community service and the setting up of question banks also needed to be clarified, particularly to new faculty. Similarly, the functions of the IQAC and its critical role in sustaining and enhancing quality measures and the filling of the data tables to be submitted from the departments and from individual faculty required clarity.

The IQAC held a series of presentations and workshops for teaching and non-teaching staff for this purpose. Such inputs are now given at regular intervals to keep the staff updated and involved.

Preparation of an exhaustive annual report in the audio-visual format together with a brief version is another practice that has been institutionalized as a result of IQAC initiative.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marisstella.ac.in/wp-content/uploads/2022/07/IQAC-Report-2020-21.pdf

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

1. Blended mode of teaching-learning

Although technology-assisted teaching-learning was already in use, the IQAC's proposal provided the practise a boost.

Training programmes were organised for faculty to gain expertise in the use of ICT tools. Faculty are now adept at the use Google-Apps for communication and sharing of knowledge, recording,

assessment tools and other tools such as interactive whiteboard, digital podium, etc.

A wide range of e-resources are being used by both faculty and students. As a result, a hybrid mode is now an established practice, making for more effective teaching-learning and assessment and for promotion of creativity and self-learning among students.

2. Curriculum revision

Curriculum has been revised with effect from the academic year 2020-21. The revised curriculum has initiated outcome-based education after intensive training of faculty. The curriculum includes skill based courses, community service and internships

In place of two internal tests, one test and a test for those wishing for improvement and equal weightage for continuous assessment and semester end examinations were introduced. This has enabled the teacher to test students for creativity, which has also broadened the scope for self-learning. It has enlarged the faculty's creativity, too, making teaching-learning more interesting and innovative.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1-KXs1KaKv5NsLrS6U1J48Iubfdwd1sv0?usp=sharing

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.marisstella.ac.in/wp-content/uploads/2022/07/IQAC-Report-2020-21.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Courses across disciplines have incorporated gender issues in the revised syllabi adopted from academic year 2020-21. A life skills course on Gender Studies is being offered.

There were paper presentations and publications on COVID impact on women.

Departments organized activities such as poster competitions, elocution, webinars and guest lectures to create awareness and student involvement in gender issues.

As part of extracurricular activities, training in martial arts is offered for self-defence.

A MoU with Vasavya Mahila Mandali for collaborative activities for awareness on gender issues, domestic violence, sexual harassment of women and children was signed. The college participated in the Million Minds Campaign: 'No Silence for Violence'.

A safe and secure environment is ensured through strategically placed surveillance cameras, security personnel at entry and exit gates, marking of attendance in the online portal the same day, monitoring and communication to families, permits to leave the campus during college hours. Wearing ID cards is mandatory for staff and students.

Facilities such as common rooms and spaces for study or

relaxation, adequate toilets and provision for sanitary napkin disposal are available.

A sick room with beds, first aid and medicines for basic treatment, mentoring and counselling services are other facilities provided.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.marisstella.ac.in/gender/

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The institution is sensitive to environmental issues and its green policy is based on the 4Rs: Reduce, Reuse, Recycle and Recover concepts.

Solid waste management: Waste from the campus is collected from the colour-coded bins distributed on the campus and segregated into degradable and non-degradable waste. Degradable waste is dumped into composting pits and converted into bio-manure used in the garden. Non-degradable waste is put into bins provided by the municipal corporation. A biogas plant is also in use in the convent kitchen.

Vermicomposting of dry leaves, vegetable waste and buffalo dung collected from the campus and from the hostel is undertaken under the supervision of the Depts. of Zoology and Agriculture and Rural Development.

The campus community is encouraged to switch to electronic media to minimize the use of paper. Used paper is sent for recycling.

Liquid waste management: Used water from the kitchens and bathing rooms are channeled into the garden. The waste water from the RO plant is diverted to the plants. Rain water harvesting pits are in place to direct rainwater into the ground.

E-waste management: The college has an agreement with Green Waves Environmental Solutions for recycling of e-waste.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **A. Any 4 or all of the above**

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

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

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

B. Any 3 of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance,

A. Any 4 or all of the above

reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	View File
Any other relevant information	View File

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

Inclusiveness is one of the core values of the institution. Week-long induction programme for freshers, leadership workshops, mentoring, counselling, remedial coaching and career guidance are organized to address the possible inadequacies that might be felt by students from socio-economically challenged backgrounds. In addition, schemes such as mid-day meals, book bank and scholarships are made available. Scholarships worth Rs.68,17,784 were disbursed in the academic year 2020-21.

Inputs on trends in technology and training in resume-building and soft skills were held to strengthen employability potential.

National webinars on 'History and Culture of Punjab' and 'National Integrity - Importance and Relevance to the Present' aimed at integration and inclusiveness were held by the Ek Bharat Sreshta Bharat Club.

Programmes on peace and harmony, climate change awareness, gender equity and environmental activism were also held to promote an inclusive and tolerant environment.

Community outreach is inculcated in students. The college joined the Jan Andolan Campaign on Covid 19 and reached out to the cyclone-hit villages around Machilipatnam.

The college, in collaboration with Youth4Jobs, Hyderabad, held a programme to mark International Disability Day. An MoU with Higher Education for Persons with Special Needs (HEPSN) promotes

collaborative activities to assist students with special needs.

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

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

Preparing students for responsible citizenship is part of the mission of the college. Guest lectures were organized on 'Human Rights in India' 'Right to Vote in a Democracy' and 'Ideology of Dr. B. R. Ambedkar'.

The college joined, virtually, the Reading of the Preamble by the President of India on the eve of National Constitution Day on 26th Nov. 2020 and a national level Online Quiz was also held as part of the celebration.

Activities held on sInternational Human Rights Day, National Voters Day and Dr. B. R. Ambedkar Jayanthi further sensitized students to constitutional obligations.

The students of the Dept. of Commerce & Management Studies extended their services to the rural areas outlying Vijayawada in registration of PAN cards on the online platform.

An Online Workshop on Service Learning was held on 11th -12th January, 2021 for faculty as part of the plan to incorporate service learning into the curriculum.

180 hours of community service as part of the curriculum has been made mandatory for all students.

Many programmes for awareness like Swachh Bharat were conducted online.

NCC 'C' certificate examinations for cadets from all colleges were conducted on the college grounds

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

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized A. All of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

Several days of significance were used to create awareness of health issues, diseases such as cancer, AIDS, obesity, consumer rights, the freedom struggle, mother tongue, to popularize subjects such as Mathematics and the Sciences among students and the community.

World Water Day, World Poetry Day and French Language Day were observed. On International Yoga Day live yoga sessions and talks by experts were held. National Statistics Day was celebrated with a State-level Quiz. NCC Naval & Army wing celebrated the 21st

Anniversary of the Kargil War. National Sports Day was also marked by relevant activities. Teacher's Day was celebrated virtually.

International Human Rights Day, National Voters Day, Dr. B. R. Ambedkar Jayanthi, World AIDS Day, National Mathematics Day, National Consumers Day, National Youth Day, International Day of Education were all celebrated on campus or virtually.

Republic Day, Birth Anniversary of Sarojini Naidu, 75 years of Indian Independence, 'Azadi ka Amruth Mahotsav' were used as occasions to draw attention to rights and duties.

A variety of activities were held as part of National Science Week Celebrations-2021.

The Languages departments celebrated International Mother Tongue Day by organizing a Quiz. On World Obesity Day, an awareness cum medical check-up programme was held.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Blended Teaching-Learning

For greater learning experience; to align with global practices.

Faculty and students had to be oriented, re-trained and guided to adapt to the new mode. Necessary infrastructure had to be created.

Given training in online teaching tools. Evaluation practices were revised.

Adoption of the blended mode is now smooth. Assessment and evaluation are being completed satisfactorily.

Funds for re-training faculty, Strengthen IT infrastructure, Advances to faculty to buy laptops, Alternate arrangements for students having no access to smart devices.

Overcoming resistance from faculty and training in allied activities are crucial for success.

Environmental Protection

To sensitize towards the need to protect the environment; To encourage sustainable practices.

An audit of the campus practices revealed that much needed to be done. A multi-pronged action plan alone could affect the desired changes.

The institution registered for the Green Campus Programme and took guidance in sustainability, green practices and imparting climate change education.

Five thrust areas were identified. Student environmental activism is encouraged by the Eco-Ambassadors group.

Several measures for green practices are already in place based on action plans. Students are taking a service oriented certificate programme to qualify as Eco-Ambassadors.

Funding the measures for greening the campus and making time for the activities involving the entire campus community.

Identifying a non-profit organization committed to the cause of environmental protection to handhold the institution and facilitate the exercise is a useful step for success.

File Description	Documents
Best practices in the Institutional website	https://www.marisstella.ac.in/wp-content/uploads/2022/03/Best-Practices-2020-21-1_compressed.pdf
Any other relevant information	https://drive.google.com/drive/folders/1hN75A3D10nObbeVYotHCeOCJ3vtiRW?usp=sharing

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

To contribute to sustainable socio-economic development of the neighbourhood, locality and region as part of the training for responsible citizenship is one of the priorities of the institution. Community service activities are executed through the Dept. of Social Work, the NSS and NCC, and Stellites to Awaken and Reach Out to Society (STARS).

The revised curriculum, implemented in 2020 makes 180 hours of community service mandatory for every student with assessment and evaluation of the work done and award of 4 credits.

The revised curriculum, implemented in 2020 makes community service mandatory for every student. Each student undertakes community service for 180 hours, with assessment and evaluation and award of 4 credits.

The NSS units carry out all activities directed by the government such as Swachh Bharat, etc. A course in NCC is being offered as a Life Skills Course and another as a Skill Development Course.

The departments have been executing a number of novel activities as service to the community: the 'Bowl of Rice' concept and the Lab to School programme of the Dept. of Chemistry, the Exhibition cum Sale to promote inclusiveness of the differently-abled by the Dept. of Social Work, programmes by the Red Ribbon Club.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The curriculum is developed for holistic education of the student, balancing the aspects of domain knowledge, skills and attitude, at the same time, addressing local, national, regional and global developmental needs. It is also aligned with the UGC and the Andhra Pradesh State Council of Higher Education prescribed curriculum.

The revised curriculum adopted in 2020 has initiated outcome-based education and introduced the 2018 Revised Bloom's Taxonomy after intensive training of faculty for institutional learning.

The curriculum structure includes Languages, Core Courses, Life Skills and Skill Development Courses, Community Service, Internships, Extra-curricular Activities and Certificate Courses. As per UGC direction, Swayam courses, have been adopted wherever they are in alignment with the programmes offered.

4 Life Skills and Skill Development Courses each, one offline and one online certificate course for value-addition, 120 hours of community service for social responsibility, a course in Environment Education for awareness in national and global threats to Mother Earth, and participation in one extra-curricular activity for all-round development, are mandatory for completion of any UG programme.

Every course spells out its objectives and expected outcomes. It is ascertained that the COs are in sync with the PSOs to ensure fulfillment of POs.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://docs.google.com/document/d/1iUZU9EKYMewpJXN8HxW0w8-JL1Cw_tcz/edit?usp=sharing&oid=110413762660486884029&rtpof=true&sd=true

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

26

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

685

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

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

167

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

27

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The curriculum lays emphasis on cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values through the concerted effort of all the departments, cells, clubs and committees.

Several Science, Arts, Commerce and Management departments offer courses relevant to the issues mentioned to sensitize students and to direct their attention to the need for awareness and active involvement in such issues. Cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values are explicit and sometimes implicit, in many of the units in the courses offered by the Languages departments.

Life Skills and Skill Development courses on Gender Studies, Human Values and Professional Ethics, Environment Audit, offered as part of the curriculum also deal with these issues. A course in Environmental Education is mandatory for all UG students.

Certificate courses, lectures, workshops and seminars, extension activities and celebration of days dedicated to these subjects, such as World Environment Day, Human Rights Day, International Women's Day, World Earth Day help to keep the student focused on these issues, to understand and work towards taking the right stand and to develop a proactive attitude towards resolution of issues in these areas.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

40

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

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

559

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

453

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.marisstella.ac.in/wp-content/uploads/2022/05/Responses-Feedback-on-Curriculum-2020-21.xlsx
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

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

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.marisstella.ac.in/wp-content/uploads/2022/05/Responses-Feedback-on-Curriculum-2020-21.xlsx
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

536	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

536	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Every department offers a bridge course for newly-admitted students to mainstream disadvantaged students by helping them reach a standard level in the subject. Learning levels are assessed during this course and also based on classroom response and performance in the first continuous assessment test.

Advanced learners are given challenging assignments and tasks as part of internal assessment. They are encouraged to take up additional online certification courses, projects, training programmes in leadership and skill development, peer teaching, compete in competitions both on and off campus, and given organizational and anchoring roles during academic and cultural activities. They are given proficiency prizes and scholarships. The library offers them the privilege of borrowing extra books.

Slow learners are given extra guidance and remedial coaching to support the academic challenges they may face. They are given closer attention and care by their mentors through counselling in not only academic issues but also personal and psychological problems so that they are healthy in mind and body. Group projects, pair work, each one teach one, group discussions, quiz and just a minute activities and study methods are some

strategies used by faculty and peers to assist the slow learners academically.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1e_nRSEKGD6RH68_r-iuO20Mxn13BTdu-I?usp=sharing

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
03/08/2020	1638	87

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

Faculty have been trained to use student- centric methods, together with the lecture method to enhance learning experience. They have been oriented on the Revised Bloom's Taxonomy structure that focuses on outcome-based education. Teachers design lesson plans and methodology in order to achieve specific learning outcomes. Experiential, participative and problem-solving methods are among the strategies used in the classrooms.

Field projects and internships for hands-on experience, field/industry visits for surveys, audio- visual learning in the language labs, demonstration and practical work for conceptual clarity, poster presentation, creating and including video clips, models and exhibits and a range of extra-curricular and club activities to promote creativity, book reviews, exhibitions, educational tours and documentary-making are some of the strategies used to promote experiential learning.

Participative learning is encouraged through role plays for conceptual clarity, guided group discussion to promote communication and interpersonal skills, to generate ideas, seminars to improve presentation skills and to strengthen the art of listening and responding, mock interviews, panel discussions to present ideas, in addition to puzzles, drama, debates and games.

Case studies are used to develop problem-solving skills, wherein the learner is made to identify the problem, search for solutions and suggest steps for implementation.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://www.marisstella.ac.in/lms-lcp/

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

Teachers use ICT-enabled tools including e-resources, in addition to conventional methods, for more effective teaching-learning and assessment and to promote creativity, self-learning and digital skills among students.

Good internet facility is available both for faculty and students to facilitate the blended mode of teaching used during regular in-person classes.

Tools for teaching-learning and assessment:

Cloud Platforms: Google Education, Microsoft Teams and Zoom are used for online classes, and to conduct webinars, workshops, training programmes, virtual conferences, etc.

Whatsapp: for disseminating information, communication and sharing of knowledge.

Other tools: PPTs, Interactive Whiteboard, Digital Podium, Videos, Audios, Virtual & Digital Classrooms, LCD Projectors, Visualizers, Presentation Clickers, Smart Phones, Laptops, Computers (Desktops), Printers, Scanners, Licenced Software.

Google Apps: Drive, Calendar, Classroom, Sheets, Forms, Docs,

Slides, Blogger, Jam board, Meet.

Google Add-ons: Formlimiter for time bound testing and Meet Attendance for maintaining attendance records.

Recording tools: PresentationTube, Screencastify, Screencast-O-Matic, Screen Recorder (Mobile App) to create video content.

Assessment tools: Kahoot, Plickers, Mentimeter, Slido, Socrative for computer based testing.

E-Resources: For online certificate courses / FDPs: E-Patasala, N-List of Inflibnet, NDLI, OER Commons, Khan Academy, YouTube Videos, SWAYAM-NPTEL platform, ARPIT, Saylor Academy, Coursera.

E-Content: Individual YouTube Channels, Word documents and PDF in individual drives.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.marisstella.ac.in/ict-tools-resources/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

76

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

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

A tentative academic calendar is prepared by the Vice-Principals and the IQAC after considering the list of activities planned by the various departments, cells, committees and clubs and the schedule for continuous assessment

tests and semester end examinations fixed for the forthcoming academic year by the Examination Section. This is shared with the HoDs and Deans. The final document is submitted to the Handbook Committee after approval from the Principal for printing in the handbook.

A copy of the handbook is distributed to students and faculty at the beginning of the academic year.

Work load for the new academic year is fixed at the end of the previous academic year and individual time-tables made available to the faculty. Teaching plans are, therefore, readied well in advance and recorded in the Annual Academic Plan Register. Every faculty member maintains a teaching diary, which is verified every week by the HoD and every month by the Principal. The HoDs monitor adherence to the academic calendar.

The syllabus, model paper and schedule for examinations for each paper are discussed with the students by the course teacher at the beginning of the semester. The same is displayed on the college website.

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

2.4 - Teacher Profile and Quality

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

87

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

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

33

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

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

843

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

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

47

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

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

11

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

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Online examinations in core subjects were introduced during the pandemic. The format was subsequently modified to include descriptive questions together with training and implementation of online proctored mode, evaluation and posting of marks in the online mode.

This initiative helped in completing the semesters and helped students to move to the next semester with minimal disruption to the academic calendar.

Adoption of bar coding and scanning of marks has been introduced to further improve the Examination Management System.

Setting up of question banks, revision of question papers in sync with RBT levels, Multiple Choice Questions both in Continuous Internal Assessment (CA) and Semester End Examinations (SEE) to train students in various competitive examinations, tasks that require the use of ICT tools for the second component of CA and the use ICT tools in evaluating these tasks/assignments were other newly introduced measures. A single CA test per semester and a Continuous Assessment Improvement Test (CAIT) for those wishing to improve their performance and for absentees has been introduced to provide students an opportunity to pursue additional online/offline certificate courses.

Online posting of CA marks has been introduced, enabling students to view their marks and attendance online.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.marisstella.ac.in/examinations/

2.6 - Student Performance and Learning Outcomes

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

Programme Outcomes, Programme Specific Outcomes and Course Outcomes are based on the Revised Bloom's Taxonomy and prepared after several meetings at various administrative levels.

The IQAC prepares the templates for POs, PSOs and COs and their mapping.

POs are framed by a committee comprising the IQAC core members, Deans and HoDs and PSOs by the departments offering the programme (single, in the case of Commerce and Agriculture and triple in the case of other programmes).

Course Outcomes, reflecting a mix of knowledge, skill and attitude, are prepared at the department level, scrutinized and validated by subject experts and passed in the Board of Studies.

Mapping of COs with PSOs and POs is then undertaken after ensuring that they are in alignment.

The Programme Outcomes, Programme Specific Outcomes and Course Outcomes are disseminated to staff and students by displaying on the college website. The course teacher also explains the COs to the students and copies are also made available to students. The teachers prepare lesson plans, design instructional strategies and question paper blue prints as per the expected outcomes. A copy of the course outcomes, the syllabus and the question paper blueprint are sent to the external examiners.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://www.marisstella.ac.in/wp-content/uploads/2022/05/POs-PSOs-COs_2020-23.pdf

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

The COs are first mapped with the PSOs and POs. A correlation is established between COs and POs/PSOs on a 1 to 3 scale based on the number of classroom sessions addressed by COs and the weighted average value of each PO/PSO is found.

The college uses the direct method and indirect methods of measuring attainment.

A threshold for each CO is set, the percentage of students who achieved it in the internal and external assessments, with equal weightage for both, is calculated and the average taken.

Indirect measurement of attainment levels of COs is based on course exit surveys through questionnaire and computation by taking weighted average of students' responses.

The overall CO attainment value is obtained by adding direct and indirect values of each CO in the proportion of 90:10 respectively and taking their average.

The PO/PSO direct attainment is calculated using the formula:

$$\text{PO/PSO attainment} = (\text{Weighted Average Value of PO/PSO} \times \text{Overall CO Attainment Value}) \div 3$$

The average is then taken.

The indirect attainment values are determined by the same procedure used for COs.

The overall PO/PSO attainment values are computed by adding direct and indirect PO/PSO attainment values in the proportion

80:20 respectively.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://drive.google.com/drive/folders/1DTv3RywxYl-qICvni4wOv_H9oEhjOosk?usp=sharing

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

483

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://www.marisstella.ac.in/wp-content/uploads/2021/12/Annual-Report-2020-21_compressed.pdf

2.7 - Student Satisfaction Survey

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

<https://www.marisstella.ac.in/wp-content/uploads/2022/05/Responses-Feedback-on-SSS-2020-2021.xlsx>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

There is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented.

The Research Committee documents research activities, provides relevant inputs to faculty for promotion of research and organizes seminars and conferences on research-related subjects.

There were 24 publications by faculty in journals of which 5 were in UGC approved journals and 9 in international journals. There were 26 publications as chapters in books and 6 publications in proceedings. Seventeen paper presentations were made during the year.

Dr. Sr. Ramana, Dept. of Business Administration, was awarded a doctoral degree. Four faculty members attended workshops/ completed courses on research-related subjects.

A national webinar on 'Publication of Academic Research in Peer Reviewed Journals' was held by the Dept. of Business Management. The IQAC organized a guest lecture on 'Preparation of Research Project Proposals for Funding' for faculty members with Ph.D. The IPR Cell and the IQAC organized a webinar on 'Innovation and Intellectual Property Rights'

One faculty member was awarded a Certificate of Excellence in Reviewing for her outstanding contribution to the quality of the journal Advances in Research for the year 2020.

A student of Business Administration has applied to TOCL for seed funding.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.marisstella.ac.in/research-policy/
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the

year (INR in lakhs)	
0	
File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	No File Uploaded
3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year	
15	
File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File
3.2 - Resource Mobilization for Research	
3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)	
660000	

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

1

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.marisstella.ac.in/research-ethics-committee/
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

1

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.marisstella.ac.in/research-ethics-committee/
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The Research Committee documents research activities, provides relevant inputs to faculty for promotion of research and organizes seminars and conferences on research-related subjects.

An e-learning center has been set up for UG and PG students which offers facilities to browse e-resources, e-books, e-journals and to take online courses. The Stella Virtual Library, unique to the college, is a ready reference for all the e-resources. The library has been subscribing to N-List since 2010.

The Entrepreneurship Development Cell inaugurated several student enterprises such as Beauty Care Services and Creative Crafts during the year. The Dept. of Commerce & Management Studies initiated a programme 'Talk with Women Entrepreneurs' with the objective of providing a platform for students to interact with women entrepreneurs in Vijayawada. The college has an MOU with ALEAP (Association of Lady Entrepreneurs of Andhra Pradesh).

Community service is mandatory for all students in the revised curriculum implemented from academic year 2020-21. The institution has MoUs with organizations such as Vasavya Mahila Mandali for collaboration on community orientation. The Dept. of Social Work, Stellites to Awaken and Reach Out to Society (STARS) and the NSS are the chief units through which community orientation is imparted.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1S1WPQlhgezJsHrrWwTHWl4EByse1DS5a?usp=sharing

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

25

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

B. Any 3 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	https://www.marisstella.ac.in/research-policy/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

24

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

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

26

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1PU-28961eho5M0hVhmC_Yypjp0MlXC38?usp=sharing

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed**3.4.5.1 - Total number of Citations in Scopus during the year**

241

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

11

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

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	View File
Any additional information	View File

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The pandemic necessitated a shift of focus from all other social issues to sensitize students to the need to help in mitigating the sufferings of those affected.

During the first wave, staff and students raised funds for relief work. Audio and video presentations were made by students to spread awareness of precautions against the pandemic and also on projects such as Swachh Bharat. These efforts continued through the second wave, too.

The college reached out to the cyclone-hit villages around Machilipatnam. A need-assessment survey of the affected areas followed by relief operations was carried out by staff and students.

A baseline survey of some neighbouring areas was undertaken to plan for community service.

Students extended their services to the rural areas outlying Vijayawada in registration of PAN cards on the online platform.

An Online Workshop on Service Learning was held in January 2021 for faculty as part of the plan to incorporate service learning into the curriculum.

180 hours of community service as part of curriculum was to have been undertaken in the summer of 2021 by all 2nd year students but was delayed because of the pandemic. It is now underway, in collaboration with Youth for Seva.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1bnJF5Y0FFY-iINrsKh5COFAGCo3kXgrH?usp=sharing

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

2

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	View File

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

28

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1620

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

15

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

12

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

There are 62 well-equipped and ventilated classrooms with internet connectivity, seven computer labs, two language labs, separate labs for each of the sciences and an AC audio-visual hall with a seating capacity of 100.

There are 565 computers on the campus of which 439 are made

available for students in the computer labs and library. There is a digital lab equipped with 30 desktops, a laptop and a white board.

Virtual classroom equipment has been installed in three classrooms. One classroom has been made into a digital-cum-virtual classroom.

Google Apps for teaching-learning and Google add-ons for computer-based testing are used extensively.

Faculty developed e-content is saved in their respective drives and shared with the students in their Google Classrooms.

The library has a collection of more than 99000 books, 48 periodicals, 78 journals, 1500 course related audio and video CDs, subscribes to 13 newspapers and has three spacious reading rooms, three stack rooms and a book bank.

The e-Learning Centre in the library block provides students with facilities to browse and learn. Twenty desktops are available for students to take online certificate courses, to visit various websites for their study projects, assignments and to make presentations.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marisstella.ac.in/infrastructure/

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

The playground stretches over five acres of the campus and is spread over 119235 sq. ft.

There are running tracks, basketball, netball courts, a gymnasium, a Yoga Centre, facilities for indoor and outdoor games.

There is a stage with curtains, props, green rooms, a costume cupboard, make-up kits, and open-air seating for cultural activities. There are also stages in the indoor stadium and

auditorium. The indoor stadium has four dressing rooms for athletes.

Facilities:

Stage I: 1962, 1411.94 s.ft.

Green rooms: 1187.76 s.ft.

200 mts 6 lane Track: 1962,200 mts.

2 Ball Badminton Courts:1962,Length- 13.4m (64 ft);Width - 6.1m (20 ft)

1 Volleyball Court:1962, Length - 18m; Width - 9m.

1 Basketball Cement Court:1986, Length - 28m ;Width - 15m.

1 Netball Court: 1962, Length - 30.5m ; Width - 15.25m.

1 Kho-Kho Court:1962, Length - 36m ; Width - 18m

1 Shuttle Court:1962 (Indoor), Length - 36m ; Width - 18m

1 Kabaddi Court:1962, Length - 13m ; Width - 10m

2 Table Tennis Boards:1972

1 Handball court;Length - 40m; Width - 20m

Indoor Stadium:2014, Area -19970.28 s.ft

Gymnasium: 2013, Area - 1291.68 s.ft

Students participate regularly in sports and cultural activities as part of mandatory extracurricular activities.

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

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

35

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

29436170

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Library automation was begun in the year 2000 with CDS/ISIS and was upgraded to NewGenlib Library Management Software in 2008.

All the library operations are automated. Barcoding of the library collection was initiated in 2005. All circulation counters are equipped with barcode scanners. Housekeeping operations like acquisition, accession register, generating different reports are also automated.

Digitized semester end question papers are available to staff and students in OPAC through LAN under Institutional Repository. Library connection under UGC INFONET project (N-List), given in 2010, is regularly renewed.

The library blog provides complete information to users. Awareness programmes are organised on e- resources and online

courses. NPTEL local chapter has been established. Stella Virtual Library provides information on open access resources and databases and provides links for free e-resources. The library has about 95000 books, including reference books, back volumes of journals, and project reports.

The e-learning centre in the library has 32 systems with 4 GB RAM for the use of students who can avail internet free of cost for projects and e-learning.

The ILMS software in use is NewGenlib- Open Source Library Management, fully automated with barcode technology, version: 3.2.1 (Helium). The year of automation with NewGenlib is 2008

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://192.168.1.200:8080/newgenlibtxt/

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

A. Any 4 or more of the above

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

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

684860

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

200

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

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The college provides integrated and comprehensive technologies to enhance teaching learning, to improve productivity, to support internal and external communication and collaboration.

It gives access to faculty, students and staff to a wide range of computing resources, digital information and communication networks basic to the academic, research and administrative functions of the college.

The college established basic network infrastructure in the first decade of the millennium and has allocated budget for upgrading its IT services regularly.

The college IT Policy seeks to maintain, secure and ensure legal and appropriate use of Information Technology infrastructure established by the institution on the campus. It establishes college-wide strategies and responsibilities for protecting the confidentiality, integrity and availability of the Information assets that are accessed, created and managed by the institution. The policies are revisited periodically as

the IT sector is a rapidly changing field.

All computers connected to the institution's network have the latest operating system security fixes installed and are protected with up-to-date anti-virus software. The IT Department manages remotely all college-owned computers from a centralized management console, maintains the computers and communication systems used by its faculty, staff and students and ensures that college policies and applicable laws are observed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marisstella.ac.in/policies/

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
1638	439

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus A. 50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: B. Any three of the above
Facilities available for e-content development
 Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing

equipments and software for editing	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marisstella.ac.in/lms-lcp/
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

3480321

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

The Maintenance Committee ensures the maintenance and utilization of physical, academic and support facilities as per college policy. The committee meets periodically to review the requirement of assets and their maintenance and makes recommendations to the Management on technology upgradation, infrastructure like laboratories, furniture and other facilities based on useful innovations for imparting professional education newly featured in the market, and inputs from HoDs and others.

The Campus Maintenance Department has made greenness and cleanliness the defining features of the campus. The routine cleaning of the campus and maintenance of support facilities are undertaken by designated support staff and authorised service personnel.

Laboratory equipment is maintained by the laboratory support staff and servicing personnel from the suppliers. Departments have Annual Maintenance Contracts with suppliers and companies

for the maintenance of equipment. Procurement of all equipment is channeled through the Maintenance Committee.

The Library Committee ensures the regular maintenance and efficient functioning of the automated library, with technical support from the IT team. This team also maintains the computer and other allied facilities provided in all the departments, the administrative office and the Examination Section.

The Campus Maintenance Committee examines and recommends the requirements of the Department of Physical Education.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marisstella.ac.in/maintenance-utilization-of-facilities/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

735

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

147

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

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	A. All of the above
--	----------------------------

File Description	Documents
Link to Institutional website	https://www.marisstella.ac.in/capacity-development-skill-enhancement/
Details of capability development and schemes	View File
Any additional information	View File

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

1904

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	A. All of the above
---	----------------------------

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

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

165

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

5.2.2 - Number of outgoing students progressing to higher education

50

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

01

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

6

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

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

It is the policy of the institution to maximize student participation in the various academic and administrative bodies and other activities.

Every class has two elected representatives who automatically become members of the Student Representative Council (SRC) headed by the Student Coordinator and two Assistant Student Coordinators. They are responsible for coordinating student activities on campus and are actively involved in organizing literary and cultural activities with faculty support.

Students are represented in various committees of the college such as the IQAC, Anti-Ragging Cell, Women Empowerment Cell, Internal Complaints Committee, Discipline Committee, Library Committee, Training and Placement Cell, ICT Committee, Cultural Committee, Press Committee, Grievance Redressal Cell, SC/ST Cell, Minority Cell, Committee for Outside

Competitions, Student Welfare Committee, Research and Ethics Committee, Extra Curricular Activities Committee, Eco Club, Red Ribbon Club, Website Committee and EDC. They play a decisive role in the planning and execution of the activities of the departmental clubs.

The Class Representatives take a leading role in day to day class activities. Students express their views about the curriculum, teaching-learning, student support, rules and regulations to their representatives who in turn present them in the SRC. Issues requiring escalation are then placed before the appropriate authorities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/12stN3eWwq_RQ8vHIJmHbiO6Xgs-OkoPq?usp=sharing

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

21

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni Association has contributed in many ways to the development of the institution during the academic year.

Prof. Jayapradha Challa (Retd.), Department of English, Andhra University and Prof. Usha, Krishna University, have made valuable suggestions for the improvement of the curriculum as members of the Academic Council and the Governing Body of the College, respectively.

Another alumna, founder of Arthem Creations, arranged the resource persons for the Induction Programme of first year UG students.

Alumni have contributed Rs.2,14,000/- towards activities such as Covid relief, scholarships for deserving students, financial support to economically challenged students and for the purchase of a lift. Apart from this, seven siblings, all alumni of the college, have set up a fund of Rs.5,00,000/- for meritorious students in six different programmes.

Alumni working in the Dept. of Atomic Energy and at Purdue University, U.S.A. respectively, have delivered guest lectures online.

An alumna, who is a popular pop singer and entrepreneur, has offered her services to the Entrepreneurship Development Cell of the college and has supplied free Covid vaccines.

The Alumni Association organised an awareness programme on the Standard Operating Procedure for Covid-19 at a neighbourhood government school, and distributed masks and sweets to students.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://stellasparks.blogspot.com/

5.4.2 - Alumni's financial contribution during the year

C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The vision and mission of the college envisage the extension of quality education to empower women. Inclusiveness and excellence leading to decentralization and participative management are the guiding principles of governance in the institution. Accountability, efficiency and transparency are key factors promoted for good governance. These aspects are

reflected in the general functioning of the institution.

The perspective plans of the institution propose strategies for quality improvement through curriculum revision, adoption of contemporary methods of teaching-learning and evaluation, facilitation of research and innovation, strengthening of extension services, infrastructure, student support, e-governance and adoption of environmental-friendly practices.

Teachers find representation and participate in all the bodies of the institution, both statutory and non-statutory: the Governing Body, the Academic Council, the Finance Committee, the IQAC and in all the committees set up for good governance. They play a major role in administration as Vice-Principals, Deans and Heads of Departments. In their role as teachers and mentors, they meet and interact with parents, industry, and alumni, thus playing a decisive role in building the very ethos of the college. They are instrumental in determining the parameters of all aspects of campus life: academics, co-curricular activities, extension work and capacity-building of students.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.marisstella.ac.in/college-administration/

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

A case study of the practice of decentralization and participative management in the institution is manifested in the Green Campus Initiative launched in 2020 to strengthen environment-friendly practices with the help of stakeholders.

The college management registered the institution with Climate Change Reality, New Delhi for guidance, support and award.

A pre-audit assessment was done to identify areas needing attention. Faculty and students participated in a webinar on the need for environment protection and sustenance. Five teams were formed to address the lacuna in air quality, biodiversity, waste management, and water and energy conservation. Action

plans with timelines were drawn up by each team.

Non-teaching staff were given orientation on the importance of biodiversity and environment-friendly practices. Through motivation, their services were roped in to help in filling the pits to produce organic manure, in preventing wastage of water through leaks, in segregation of waste, to clean the solar panels, etc.

Parents were approached to cooperate in encouraging their wards to use public transport or bicycles to reduce air pollution.

Community involvement is expected through students motivated and trained as eco-ambassadors.

The action plans are almost executed. The institution plans to submit for audit and award by early 2022.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://www.marisstella.ac.in/wp-content/uploads/2022/07/IQAC-Report-2020-21.pdf

6.2 - Strategy Development and Deployment

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

One of the strategic plans for the 2019-24 period is to revise curriculum to introduce emerging areas and to strengthen practical learning through increased field projects and internships.

Curriculum has been revised across all programmes with effect from the academic year 2020-21. Inputs from experts on the Boards of Studies and the Academic Council on emerging areas were considered during the revision, besides ensuring that the curriculum is in alignment with the UGC and the Andhra Pradesh

State Higher Education prescribed curriculum.

The revised curriculum adopted in 2020 has initiated outcome-based education and introduced the 2018 Revised Bloom's Taxonomy. Nine faculty development programmes were held during the academic year to equip faculty with a deeper understanding of emerging concepts in teaching, learning and evaluation, and to impart requisite skills.

The curriculum structure includes Languages, Core Courses, Life Skills, Skill Development Courses, Community Service, Internships, Extra-curricular Activities and Certificate Courses.

Each student must complete 4 Life Skills and 4 Skill Development courses in the first three semesters. 180 hours of community service and internships/projects are mandated during the summer breaks at the end of the second and fourth semesters. The entire fifth/sixth semester is devoted to field projects and internships.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.marisstella.ac.in/capacity-development-skill-enhancement/
Upload any additional information	View File

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

At the apex is the FMM Governing Body set up by the Management Committee of the Franciscan Missionaries of Mary (FMM).

The Governing Body of the college is constituted as per the norms of the UGC. The responsibility for the management of college affairs is shared by the Correspondent and the Principal appointed by the FMM Governing Body.

The Principal heads the Academic Council and the Staff Council. The Vice Principals, Deans, IQAC Coordinator, Director (MBA) and the Controller of Examinations function directly under her direction.

The Vice Principals supervise the working of the HoDs, the Librarian and the Physical Director under whom are the faculty, assistant librarians and coaches, respectively.

The Deans of Academic Affairs and the Student Deans have charge, respectively, of all academic activities and student affairs.

The Controller of Examinations manages the Examination Section with the help of additional controllers and administrative staff.

The Correspondent and the Principal head the Finance Committee and deal with all financial matters. They are assisted by the Bursar and the Dean of Administration. Under the latter are the Office Superintendent and the Administrative Staff, the Campus Maintenance Supervisor and the Support Staff and also the Technical Staff.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.marisstella.ac.in/organogram/
Upload any additional information	View File
Paste link for additional Information	https://www.marisstella.ac.in/statutory-bodies/

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Every member of the staff has an Employee Provident Fund account as per PF rules, full paid maternity leave, fee concession to wards if economically challenged and timely crediting of salary to bank accounts. PF loans and ESI coverage are available. Management also extends interest-free loans to needy staff. First aid facility on the campus and emergency treatment is provided by Vasavya Hospital. In case of accidents on the campus, entire treatment expenses are borne by the management.

The institution sponsors the registration fee for teachers to attend workshops, symposia, seminars, refresher courses and faculty development programs. Faculty development programmes free of charge are organized regularly, in addition to financial assistance for travel to participate in faculty improvement and professional development programmes by outside agencies, to organize and participate in national and international conferences. Administrative and support staff are offered free training programmes.

Gratuity, pension and annual holiday trips are some other welfare measures for non-teaching staff.

Amenities such as free wi-fi and use of laptop/desktop, access to the resources of the library, canteen and banking facilities, use of the fitness centre are also available.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marisstella.ac.in/wp-content/uploads/2021/04/Educational-Manual.pdf

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

38

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

17

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

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

87

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The institution submits to an external financial audit every year. The main intention of the audit is to maintain transparency.

Receipts and payments are documented and audited. Meticulous planning and judicious allocation of available funds through budgeting and careful monitoring of expenditure through internal and external auditing are the strategies adopted for effective management of financial resources.

The management committee prepares and approves the annual budget of the college. It is then presented and approved by the Finance Committee. A review of utilization is undertaken every six months. Certified chartered accountants, M/S Brahmaiah and Co. and Narasimha Rao and Co. appointed by the management undertake an internal audit every year.

External audit is conducted by the auditors appointed by the CCE and periodically by the office of Audit and Accounts General. But these audits do not happen regularly every year, the last one being in 2013-14.

The audit involves a thorough examination of the bank accounts, expenditure vouchers and balance sheets. Utilization and accounting of government funds have generally been found to be correct, so serious audit objections have not been made thus far.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

2596287

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The Resource Mobilization Policy aims at achieving the goals and targets of the institution through optimal utilization of funds for the promotion of a learner-centric ecosystem. The policy focuses on:

- Activities to secure new and additional financial, human and material resources for the achievement of strategic plans, goals and overall growth.
- Assessment of the resources available for programme needs, policies, research, infrastructure upgradation and maintenance.
- Analysis of funding landscape and identification of potential resource support.
- Efficient budget allocation and maximization of internally generated income.

The college mobilizes and secures funding through the following agencies and strategies:

- Annual Autonomy Grant from the UGC.
- Grant-in-aid received from the state government towards salary of aided staff.
- Fees from self-financing courses.
- Financial assistance from Management for infrastructure augmentation.
- Funds generated from college activities such as Christmas fete and sponsorship of academic activities such as seminars by private agencies
- Optimum use of infrastructure through renting of auditorium, etc. during vacations and weekends, renting facilities for banking services, a stationery shop and a canteen.
- Governmental and quasi- governmental funding to institutions, through schemes such as RUSA and from private agencies such as United Board for specific programmes.
- Contribution from philanthropists, retired staff and alumni.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.marisstella.ac.in/policies/

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Sharing of expertise on autonomy, curriculum development, community service, IQAC and new framework of assessment and accreditation is an initiative undertaken to promote a deeper

understanding among the campus community of objectives and processes in the wake of the realization that the revised framework has made sweeping changes in the distribution of weightage for qualitative and quantitative metrics and mode of submission of supporting documents.

The concepts of autonomy and the newly introduced outcome-based education, new features in the curriculum such as community service and the setting up of question banks also needed to be clarified, particularly to new faculty. Similarly, the functions of the IQAC and its critical role in sustaining and enhancing quality measures and the filling of the data tables to be submitted from the departments and from individual faculty required clarity.

The IQAC held a series of presentations and workshops for teaching and non-teaching staff for this purpose. Such inputs are now given at regular intervals to keep the staff updated and involved.

Preparation of an exhaustive annual report in the audio-visual format together with a brief version is another practice that has been institutionalized as a result of IQAC initiative.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marisstella.ac.in/wp-content/uploads/2022/07/IQAC-Report-2020-21.pdf

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

1. Blended mode of teaching-learning

Although technology-assisted teaching-learning was already in use, the IQAC's proposal provided the practise a boost.

Training programmes were organised for faculty to gain expertise in the use of ICT tools. Faculty are now adept at the use Google-Apps for communication and sharing of knowledge, recording, assessment tools and other tools such as interactive whiteboard, digital podium, etc.

A wide range of e-resources are being used by both faculty and students. As a result, a hybrid mode is now an established practice, making for more effective teaching-learning and assessment and for promotion of creativity and self-learning among students.

2. Curriculum revision

Curriculum has been revised with effect from the academic year 2020-21. The revised curriculum has initiated outcome-based education after intensive training of faculty. The curriculum includes skill based courses, community service and internships

In place of two internal tests, one test and a test for those wishing for improvement and equal weightage for continuous assessment and semester end examinations were introduced. This has enabled the teacher to test students for creativity, which has also broadened the scope for self-learning. It has enlarged the faculty's creativity, too, making teaching-learning more interesting and innovative.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1-KXs1KaKv5NsLrS6U1J48Iubfdwd1sv0?usp=sharing

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.marisstella.ac.in/wp-content/uploads/2022/07/IQAC-Report-2020-21.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Courses across disciplines have incorporated gender issues in the revised syllabi adopted from academic year 2020-21. A life skills course on Gender Studies is being offered.

There were paper presentations and publications on COVID impact on women.

Departments organized activities such as poster competitions, elocution, webinars and guest lectures to create awareness and student involvement in gender issues.

As part of extracurricular activities, training in martial arts is offered for self-defence.

A MoU with Vasavya Mahila Mandali for collaborative activities for awareness on gender issues, domestic violence, sexual harassment of women and children was signed. The college participated in the Million Minds Campaign: 'No Silence for Violence'.

A safe and secure environment is ensured through strategically placed surveillance cameras, security personnel at entry and exit gates, marking of attendance in the online portal the same day, monitoring and communication to families, permits to leave the campus during college hours. Wearing ID cards is mandatory for staff and students.

Facilities such as common rooms and spaces for study or relaxation, adequate toilets and provision for sanitary napkin disposal are available.

A sick room with beds, first aid and medicines for basic treatment, mentoring and counselling services are other facilities provided.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.marisstella.ac.in/gender/

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The institution is sensitive to environmental issues and its green policy is based on the 4Rs: Reduce, Reuse, Recycle and Recover concepts.

Solid waste management: Waste from the campus is collected from the colour-coded bins distributed on the campus and segregated into degradable and non-degradable waste. Degradable waste is dumped into composting pits and converted into bio-manure used in the garden. Non-degradable waste is put into bins provided by the municipal corporation. A biogas plant is also in use in the convent kitchen.

Vermicomposting of dry leaves, vegetable waste and buffalo dung collected from the campus and from the hostel is undertaken under the supervision of the Depts. of Zoology and Agriculture and Rural Development.

The campus community is encouraged to switch to electronic media to minimize the use of paper. Used paper is sent for recycling.

Liquid waste management: Used water from the kitchens and bathing rooms are channeled into the garden. The waste water from the RO plant is diverted to the plants. Rain water harvesting pits are in place to direct rainwater into the ground.

E-waste management: The college has an agreement with Green Waves Environmental Solutions for recycling of e-waste.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways

A. Any 4 or All of the above

4. Ban on use of plastic	
5. Landscaping	
File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy undertaken by the institution	
<p>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	B. Any 3 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File
<p>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with</p>	A. Any 4 or all of the above

disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	View File
Any other relevant information	View File

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

Inclusiveness is one of the core values of the institution. Week-long induction programme for freshers, leadership workshops, mentoring, counselling, remedial coaching and career guidance are organized to address the possible inadequacies that might be felt by students from socio-economically challenged backgrounds. In addition, schemes such as mid-day meals, book bank and scholarships are made available. Scholarships worth Rs.68,17,784 were disbursed in the academic year 2020-21.

Inputs on trends in technology and training in resume-building and soft skills were held to strengthen employability potential.

National webinars on 'History and Culture of Punjab' and 'National Integrity - Importance and Relevance to the Present' aimed at integration and inclusiveness were held by the Ek Bharat Sreshta Bharat Club.

Programmes on peace and harmony, climate change awareness, gender equity and environmental activism were also held to promote an inclusive and tolerant environment.

Community outreach is inculcated in students. The college joined the Jan Andolan Campaign on Covid 19 and reached out to the cyclone-hit villages around Machilipatnam.

The college, in collaboration with Youth4Jobs, Hyderabad, held a programme to mark International Disability Day. An MoU with Higher Education for Persons with Special Needs (HEPSN) promotes collaborative activities to assist students with special needs.

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

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

Preparing students for responsible citizenship is part of the mission of the college. Guest lectures were organized on 'Human Rights in India' 'Right to Vote in a Democracy' and 'Ideology of Dr. B. R. Ambedkar'.

The college joined, virtually, the Reading of the Preamble by the President of India on the eve of National Constitution Day on 26th Nov. 2020 and a national level Online Quiz was also held as part of the celebration.

Activities held on sInternational Human Rights Day, National Voters Day and Dr. B. R. Ambedkar Jayanthi further sensitized students to constitutional obligations.

The students of the Dept. of Commerce & Management Studies extended their services to the rural areas outlying Vijayawada in registration of PAN cards on the online platform.

An Online Workshop on Service Learning was held on 11th -12th January, 2021 for faculty as part of the plan to incorporate service learning into the curriculum.

180 hours of community service as part of the curriculum has been made mandatory for all students.

Many programmes for awareness like Swachch Bharat were

conducted online.

NCC 'C' certificate examinations for cadets from all colleges were conducted on the college grounds

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

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

A. All of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

Several days of significance were used to create awareness of health issues, diseases such as cancer, AIDS, obesity, consumer rights, the freedom struggle, mother tongue, to popularize subjects such as Mathematics and the Sciences among students and the community.

World Water Day, World Poetry Day and French Language Day were observed. On International Yoga Day live yoga sessions and talks by experts were held. National Statistics Day was celebrated with a State-level Quiz. NCC Naval & Army wing celebrated the 21st Anniversary of the Kargil War. National Sports Day was also marked by relevant activities. Teacher's Day was celebrated virtually.

International Human Rights Day, National Voters Day, Dr. B. R. Ambedkar Jayanthi, World AIDS Day, National Mathematics Day, National Consumers Day, National Youth Day, International Day of Education were all celebrated on campus or virtually.

Republic Day, Birth Anniversary of Sarojini Naidu, 75 years of Indian Independence, 'Azadi ka Amruth Mahotsav' were used as occasions to draw attention to rights and duties.

A variety of activities were held as part of National Science Week Celebrations-2021.

The Languages departments celebrated International Mother Tongue Day by organizing a Quiz. On World Obesity Day, an awareness cum medical check-up programme was held.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Blended Teaching-Learning

For greater learning experience; to align with global practices.

Faculty and students had to be oriented, re-trained and guided to adapt to the new mode. Necessary infrastructure had to be

created.

Given training in online teaching tools. Evaluation practices were revised.

Adoption of the blended mode is now smooth. Assessment and evaluation are being completed satisfactorily.

Funds for re-training faculty, Strengthen IT infrastructure, Advances to faculty to buy laptops, Alternate arrangements for students having no access to smart devices.

Overcoming resistance from faculty and training in allied activities are crucial for success.

Environmental Protection

To sensitize towards the need to protect the environment; To encourage sustainable practices.

An audit of the campus practices revealed that much needed to be done. A multi-pronged action plan alone could affect the desired changes.

The institution registered for the Green Campus Programme and took guidance in sustainability, green practices and imparting climate change education.

Five thrust areas were identified. Student environmental activism is encouraged by the Eco-Ambassadors group.

Several measures for green practices are already in place based on action plans. Students are taking a service oriented certificate programme to qualify as Eco-Ambassadors.

Funding the measures for greening the campus and making time for the activities involving the entire campus community.

Identifying a non-profit organization committed to the cause of environmental protection to handhold the institution and facilitate the exercise is a useful step for success.

File Description	Documents
Best practices in the Institutional website	https://www.marisstella.ac.in/wp-content/uploads/2022/03/Best-Practices-2020-21-1_compressed.pdf
Any other relevant information	https://drive.google.com/drive/folders/1hN75A3D10nObbeVY0tHCeOCJ3vtiRW?usp=sharing

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

To contribute to sustainable socio-economic development of the neighbourhood, locality and region as part of the training for responsible citizenship is one of the priorities of the institution. Community service activities are executed through the Dept. of Social Work, the NSS and NCC, and Stellites to Awaken and Reach Out to Society (STARS).

The revised curriculum, implemented in 2020 makes 180 hours of community service mandatory for every student with assessment and evaluation of the work done and award of 4 credits.

The revised curriculum, implemented in 2020 makes community service mandatory for every student. Each student undertakes community service for 180 hours, with assessment and evaluation and award of 4 credits.

The NSS units carry out all activities directed by the government such as Swachh Bharat, etc. A course in NCC is being offered as a Life Skills Course and another as a Skill Development Course.

The departments have been executing a number of novel activities as service to the community: the 'Bowl of Rice' concept and the Lab to School programme of the Dept. of Chemistry, the Exhibition cum Sale to promote inclusiveness of the differently-abled by the Dept. of Social Work, programmes by the Red Ribbon Club.

File Description	Documents
Appropriate link in the institutional website	https://www.marisstella.ac.in/wp-content/uploads/2022/03/Institutional-Distinctiveness-2020-21_compressed.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- Syllabi Revision
- Adopt Sayam-NPTEL courses
- Internships, community service and study projects
- Apply for Service-Learning Project for funding to the United Board for Christian Higher Education India Asia
- Submit proposals for research projects/seminars/conferences to funding agencies
- Sign MoUs/Agreements/Linkages with industries, institutions, government and non-government agencies for student internships, on-the-job training, apprenticeship, project work, research, collaborative activities, faculty and student exchange, extension and outreach programmes
- Publish H5P interactive content as OER
- Hands-on training on entrepreneurship development in Oyster Mushroom Cultivation
- Launch U.S. sponsored programmes
- Set up a fund for scholarships for needy students
- Organise training programmes, workshops, awareness programmes and seminars on industry-academia innovative practices for students
- Up-gradation of the online admissions portal for full-fledged online admissions

- IT policy covering WiFi and cyber security, Green, Resource Mobilization and Grievance Redressal Policies
- Awareness programmes on Protection of children, Safety for women
- FDPs, PDPs, Workshops and Training programmes for faculty
- Awareness programmes and training programmes for non-teaching staff
- IQAC to take up collaborative quality initiatives with other institutions
- Solid waste management
- Establish vermicomposting unit
- Complete the Green Campus Programme and seek audit and award
- Offer the Eco Ambassador Certification for a longer duration
- Landscaping
- Establish 2nd RO water plant