



**MARIS STELLA COLLEGE (AUTONOMOUS), VIJAYAWADA**

**A College with Potential for Excellence**

**THE IQAC MEETING**

Minutes of the IQAC meeting held on Friday, 24<sup>th</sup> June 2022 at 11 am. in the IQAC office.

**Members**

**The Chairperson**

1. Dr. Sr. Jasintha Quadras, Principal

*J. Quadras fm*

**Assistant and Associate Professors**

2. Dr. Sr. G. Innyasamma, Degree Vice Principal

*Dr. Innyasamma*

3. Ms. K. Hannah Anuhya, Degree Vice Principal

*K.H. Anuhya*

4. Dr. K. Naga Sundari, Director, MBA

*K. Sundari*

5. Dr. S. Vanilatha, Head, Dept. of Chemistry &

Dean, Academic Affairs

*S. Vani Latha*

6. Ms. A. Jyothsna Valenteena, Head, Dept. of Political Science &

Dean, Academic Affairs

*A.J. Valenteena*

7. Ms. V. Sudha Devi, Dept. of Mathematics

*V. Sudha Devi*

8. Dr. Sr. Ramana, Dean, Student Affairs

*Ramana*

9. Dr. P. Nitya Jeeva Prada, Head, Dept. of Zoology

*P. Nitya Jeeva Prada*

**Member from the Management**

10. Sr. A. Sahaya Mary, Head, Dept. of Social Work

*Sahaya Mary*

Vice President, The Institute of the Franciscan Sisters of Mary

**Senior Administrative Officer**

11. Dr. Girija Nambiar, Reader in English &  
Dean, Planning and Communication



**Management nominees from Employers / Industrialists / Stakeholders / Local Society / Alumni / Students**

12. Mr. D. Anvesh, Vice President  
Efftronics Systems Pvt. Ltd., Vijayawada - Employer

13. Ms. V. Smita, Alumna  
Businesswoman & Entrepreneur - Industrialist

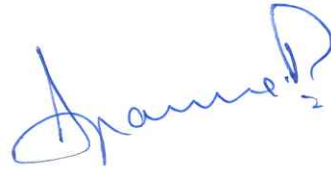
14. Mr. T. R. K. Singh, Corporate Trainer  
Singh's Soft Skills - Stakeholder



15. Prof. Saraswathi Raju Iyer, Head, Department of Sociology &  
Social Work & IQAC Coordinator  
ANU, Guntur - Local Society



16. Ms. D. Aparna, Entrepreneur  
Aparna Jute Industries, Vijayawada - Alumna



17. Ms. Shaik Rizvana Tahsin, III B.Sc. MPCS - Student Representative



**The Coordinator**

18. Dr. C. Krishnaveni, Dept. of Mathematics



**Agenda:**

1. Annual Academic Calendar 2022-23
2. Measurement of attainment of COs by direct method
3. Department and College Activities
4. Mini-Project for SEC in Sem V
5. Annual Gender Sensitization Action Plan & Annual Awareness Programme on Code of Conduct
6. FDPs, PDPs, Training programmes, and Workshops for teaching, non-teaching staff and students
7. Diamond Jubilee Scholarships
8. Landscaping
9. Any other

**Resolutions:**

Resolved to

1. Prepare the annual academic calendar and handbook for the academic year 2022-23 by the 1<sup>st</sup> week of July 2022.  
Give the IQAC Coordinator the task of preparing the academic calendar and the college handbook.
2. Conduct one-week workshop on 'Measurement of Attainment of Course Outcomes' from 5<sup>th</sup> to 12<sup>th</sup> July 2022 to train the faculty on the direct method of measurement of COs in order to determine the CO attainment.
3. Prepare a schedule for the meetings with the HoDs and with the coordinators of various committees, cells and clubs for the presentation of their plan of activities for the academic year 2022-23 and finalize the schedule of the activities.  
Ask the IQAC Coordinator to prepare a soft copy of the 'College Activities Register: 2022-23' and share its link with the faculty.
4. Include a 'Mini-Project' in each 'Skill Enhancement Course' as a part of 2<sup>nd</sup> component, worth fifteen marks in semester V.  
Give the IQAC Coordinator the task of preparing the guidelines and evaluation plan for the mini-project to share it with the faculty.
5. Finalize the 'Annual Gender Sensitization Action Plan' and 'Annual Awareness Programme on Code of Conduct' for the academic year 2022-23 and display them on the college website.

Add 'Mobile Policy' to the existing 'Student Code of Conduct' and modify it in order to implement it w.e.f. the academic year 2023-24.

Give the responsibility of preparing a new version of 'Student Code of Conduct' to the IQAC Coordinator and check it with the 'Monitoring Committee' in order to finalize it.

6. Prepare the list of FDPs, PDPs, Training programmes, workshops, seminars and awareness programmes for the quality sustenance and promotion to be organized by the IQAC for the faculty, staff and students.
7. Establish 'Sixty Diamond Jubilee Scholarships' in commemoration of the Diamond Jubilee year 2022 to aid deserving students.
8. Relay and level the campus roadways and develop garden with a variety of flowering plants, crotons, shrubs, fruit trees, and new pathways.

As no other matter was raised, the meeting ended with a vote of thanks to the Chair.

*J Anandras* *for*  
PRINCIPAL  
MARIS STELLA COLLEGE  
VIJAYAWADA-520 008





**MARIS STELLA COLLEGE (AUTONOMOUS), VIJAYAWADA**

**A College with Potential for Excellence**

**THE IQAC MEETING**

Minutes of the IQAC meeting held on Tuesday, 27<sup>th</sup> Sept. 2022 at 2 pm. in the IQAC office.

**Members**

**The Chairperson**

1. Dr. Sr. Jasintha Quadras, Principal

*J. Quadras fmm*

**Assistant and Associate Professors**

2. Dr. Sr. G. Innyasamma, Degree Vice Principal
3. Ms. K. Hannah Anuhya, Degree Vice Principal
4. Dr. K. Naga Sundari, Director, MBA
5. Dr. S. Vanilatha, Head, Dept. of Chemistry &  
Dean, Academic Affairs
6. Ms. A. Jyothsna Valenteena, Head, Dept. of Political Science &  
Dean, Academic Affairs
7. Ms. V. Sudha Devi, Dept. of Mathematics
8. Dr. Sr. Ramana, Dean, Student Affairs
9. Dr. P. Nitya Jeeva Prada, Head, Dept. of Zoology

*Dr. Innyasamma*

*K. H. Anuhya*

*Sundari*

*S. Vanilatha*

*A. J. Valenteena*

*V. Sudha Devi*

*Ramana*

*P. Nitya Jeeva Prada*

**Member from the Management**

10. Sr. A. Sahaya Mary, Head, Dept. of Social Work  
Vice President, The Institute of the Franciscan Sisters of Mary

*Sahaya fmm*

**Senior Administrative Officer**

11. Dr. Girija Nambiar, Reader in English &  
Dean, Planning and Communication



**Management nominees from Employers / Industrialists / Stakeholders / Local Society / Alumni / Students**

12. Mr. D. Anvesh, Vice President  
Efftronics Systems Pvt. Ltd., Vijayawada - Employer

13. Ms. V. Smita, Alumna  
Businesswoman & Entrepreneur - Industrialist

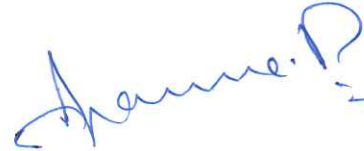
14. Mr. T. R. K. Singh, Corporate Trainer  
Singh's Soft Skills - Stakeholder



15. Prof. Saraswathi Raju Iyer, Head, Department of Sociology &  
Social Work & IQAC Coordinator  
ANU, Guntur - Local Society



16. Ms. D. Aparna, Entrepreneur  
Aparna Jute Industries, Vijayawada - Alumna



17. Ms. Shaik Rizvana Tahsin, III B.Sc. MPCS - Student Representative



**The Coordinator**

18. Dr. C. Krishnaveni, Dept. of Mathematics



**Agenda:**

1. National Webinar on NEP
2. Research and publications in S-L programmes
3. English Access Microscholarship Programme funded by the US Consulate
4. Polyhouse, Vermicomposting and Mushroom cultivation
5. Semester-long Internship
6. Swayam-NPTEL Courses
7. EDC activities
8. College Bus
9. Any other

**Resolutions:**

Resolved to

1. Organize one-day National Webinar on 'Effective Implementation of NEP 2020: Role of Teachers & Institutions' on 8<sup>th</sup> Oct. 2022 to discuss the holistic approach to the concept of education and the quality of teaching-learning, and the role of teachers and higher education institutions in the effective implementation of NEP 2020.
2. Organize capacity-building workshops for the faculty in two phases on 'Research & Publications in Service-Learning Programmes' in collaboration with the MCC Research Colloquium, Madras Christian College, Chennai to promote research based service-learning activities.
3. Launch 'English Access Microscholarship Programme' officially on 13<sup>th</sup> Oct. 2022 by Ms. Jennifer Larson, U.S. Consul General, U.S. Consulate, Hyderabad for English language proficiency among students.
4. Establish a Polyhouse to give hands-on-experience for students in order to produce cut-flowers, vegetables and fruits and thus generate income.  
Develop a vermicomposting unit for solid waste management and to produce natural fertilizers.  
Develop mushroom cultivation unit to inculcate entrepreneur skills among students and make them employable.
5. Offer semester-long internship project for all students in the semester VI.  
Direct the HoDs to try for agreements / MoUs with the organizations / agencies / companies / industries to place the students for semester-long internship project.  
Give the IQAC Coordinator the task of preparing the semester-long internship project's guidelines and evaluation methodology.

6. Direct HoDs to encourage advanced learners to register for MOOCs / SWAYAM / e-PG Pathshala / NPTEL courses and motivate them to get certified.

Advise faculty members to register for these certificate courses to help advanced learners finish their courses and receive certificates of completion.

7. Lead the Entrepreneurship Development Cell, plan events to provide small and medium-sized businesses a platform, run boot camps and outreach initiatives to support women in pursuing entrepreneurship.

Plan to organize revenue-generating training programmes for women in collaboration with the ALEAP.

8. Buy a bus in order to provide staff and students with transportation for the outreach, extension, and service-learning projects as well as community service projects.

As no other matter was raised, the meeting ended with a vote of thanks to the Chair.

*J. Quadas fm*

PRINCIPAL  
MARIS STELLA COLLEGE  
VIJAYAWADA-520 008





**MARIS STELLA COLLEGE (AUTONOMOUS), VIJAYAWADA**  
**A College with Potential for Excellence**  
**THE IQAC MEETING**

Minutes of the IQAC meeting held on Thursday, 12<sup>th</sup> Jan. 2023 at 11 am. in the IQAC office.

**Members**

**The Chairperson**

1. Dr. Sr. Jasintha Quadras, Principal

*J. Quadras fm*

**Assistant and Associate Professors**

2. Dr. Sr. G. Innyasamma, Degree Vice Principal
3. Ms. K. Hannah Anuhya, Degree Vice Principal
4. Dr. K. Naga Sundari, Director, MBA
5. Dr. S. Vanilatha, Head, Dept. of Chemistry &  
Dean, Academic Affairs

*Dr. Innyasamma*

*K. H. Anuhya*

*K. Sundari*

*S. Vanilatha*

6. Ms. A. Jyothsna Valenteena, Head, Dept. of Political Science &  
Dean, Academic Affairs

*A. J. Valenteena*

7. Ms. V. Sudha Devi, Dept. of Mathematics

*V. Sudha Devi*

8. Dr. Sr. Ramana, Dean, Student Affairs

*Ramana*

9. Dr. P. Nitya Jeeva Prada, Head, Dept. of Zoology

*P. Nitya Jeeva Prada*

**Member from the Management**

10. Sr. A. Sahaya Mary, Head, Dept. of Social Work

*Sahaya Mary*

Vice President, The Institute of the Franciscan Sisters of Mary

**Senior Administrative Officer**

11. Dr. Girija Nambiar, Reader in English &  
Dean, Planning and Communication



**Management nominees from Employers / Industrialists / Stakeholders / Local Society / Alumni / Students**

12. Mr. D. Anvesh, Vice President  
Efftronics Systems Pvt. Ltd., Vijayawada - Employer

13. Ms. V. Smita, Alumna  
Businesswoman & Entrepreneur - Industrialist

14. Mr. T. R. K. Singh, Corporate Trainer  
Singh's Soft Skills - Stakeholder




15. Prof. Saraswathi Raju Iyer, Head, Department of Sociology &  
Social Work & IQAC Coordinator  
ANU, Guntur - Local Society



16. Ms. D. Aparna, Entrepreneur  
Aparna Jute Industries, Vijayawada - Alumna



17. Ms. Shaik Rizvana Tahsin, III B.Sc. MPCS - Student Representative



**The Coordinator**

18. Dr. C. Krishnaveni, Dept. of Mathematics



**Agenda:**

1. LMS and new ERP
2. Research Guideship in the discipline of Business Management
3. Center to offer Skill Courses
4. College autonomy
5. Infrastructure development
6. Support for publishing research articles
7. Gender Audit
8. Electoral Literacy Club (ELC)
9. Any other

**Resolutions:**

Resolved to

1. Sign an MoU with the Edu-Tech company, Reference Globe in order to offer staff and students a single step integrated digital platform with ERP, CRT and LMS as part of e-Governance.
2. Give the faculty of PG Department of Business Administration instructions to apply to Krishna University for research guideship to start a 'Research Centre' for the study of Business Management.  
Assign the director of MBA to draft a proposal to be submitted in this context to Krishna University.
3. Establish a 'Skill Centre', a facility dedicated to offer 'Skill Courses' in accordance with the NEP 2020.
4. Submit requests to Krishna University for the awarding of PG autonomous status and to the UGC and Krishna University regarding the renewal of the autonomy.
5. Renovate auditorium and provide centralized AC facility.  
Waterproof the terrace in the Main Block.  
Install CCTV cameras wherever necessary.  
Purchase required furniture for the new administrative building.  
Purchase required software and hardware.
6. Encourage faculty to publish their research and support them financially to publish research articles that are indexed in Scopus, Web of Science, and the UGC CARE list.

7. Organize more Gender Equity sensitization programmes with the involvement of students.

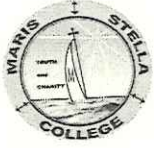
Constitute a committee for taking up 'Gender Audit'.

8. Involve student coordinators of the Electoral Literacy Club (ELC) in undertaking programmes such as participation in voter registration of students and communities, voter awareness campaigns, promotion of ethical voting, enhancing participation of the disabled persons, senior citizens in exercising their vote.

As no other matter was raised, the meeting ended with a vote of thanks to the Chair.

*J Anandras fm*  
PRINCIPAL  
MARIS STELLA COLLEGE  
VIJAYAWADA-520 008





MARIS STELLA COLLEGE (AUTONOMOUS), VIJAYAWADA

A College with Potential for Excellence

THE IQAC MEETING

Minutes of the IQAC meeting held on Saturday, 8<sup>th</sup> April 2023 at 10 am. in the IQAC office.

**Members**

**The Chairperson**

1. Dr. Sr. Jasintha Quadras, Principal

J. Quadras fms

**Assistant and Associate Professors**

2. Dr. Sr. G. Innyasamma, Degree Vice Principal
3. Ms. K. Hannah Anuhya, Degree Vice Principal
4. Dr. K. Naga Sundari, Director, MBA
5. Dr. S. Vanilatha, Head, Dept. of Chemistry &

In Innyasamma

K.H. Anuhya

Kendari

S. Vanilatha

Dean, Academic Affairs

6. Ms. A. Jyothisna Valenteena, Head, Dept. of Political Science &

A.J. Valenteena

Dean, Academic Affairs

7. Ms. V. Sudha Devi, Dept. of Mathematics
8. Dr. Sr. Ramana, Dean, Student Affairs
9. Dr. P. Nitya Jeeva Prada, Head, Dept. of Zoology

V. Sudha Devi

Ramana

P. Nitya Jeeva Prada

**Member from the Management**

10. Sr. A. Sahaya Mary, Head, Dept. of Social Work

Sahaya Mary

Vice President, The Institute of the Franciscan Sisters of Mary

**Senior Administrative Officer**

11. Dr. Girija Nambiar, Reader in English &  
Dean, Planning and Communication



**Management nominees from Employers / Industrialists / Stakeholders / Local Society / Alumni / Students**

12. Mr. D. Anvesh, Vice President  
Efftronics Systems Pvt. Ltd., Vijayawada - Employer

13. Ms. V. Smita, Alumna  
Businesswoman & Entrepreneur - Industrialist

14. Mr. T. R. K. Singh, Corporate Trainer  
Singh's Soft Skills - Stakeholder



15. Prof. Saraswathi Raju Iyer, Head, Department of Sociology &  
Social Work & IQAC Coordinator  
ANU, Guntur - Local Society

Saraswathi R.

16. Ms. D. Aparna, Entrepreneur  
Aparna Jute Industries, Vijayawada - Alumna



17. Ms. Shaik Rizvana Tahsin, III B.Sc. MPCs - Student Representative

S.R. TAHsIN

**The Coordinator**

18. Dr. C. Krishnaveni, Dept. of Mathematics



**Agenda:**

1. Internal Academic and Administrative Audit 2022-23
2. Academic Bank of Credits
3. Four-year UG Honours Programmes
4. Four-year UG Honours Programmes with single major
5. French as a 2<sup>nd</sup> language
6. Skill Development Programmes
7. Diploma Courses and Vocational Courses
8. Apply for ISBN
9. Any other.

**Resolutions:**

Resolved to

1. Conduct the Internal Academic and Administrative Audit 2022-23 in the 1<sup>st</sup> week of May 2023.  
Share the soft copies of the 'Self Study Report' with the staff along with the checklists to fill it up.  
Prepare a schedule for the academic and administrative audit 2022-23.
2. Register for the Academic Bank of Credits.  
Assign this work to the 'Examination Section'.
3. Offer the following new programmes together with the new curriculum framework:  
The APSCHE 4-year UG Honours Programmes and 4-year UG Honours with Research Programmes for 2020-21 batch.  
Ask the IQAC Coordinator to prepare the list of UG Honours Programmes and UG Honours with Research Programmes to submit it to the APSCHE, CCE and Krishna University for approval.
4. Give orientation to all final year UG students and faculty on the 4-year UG Honours Programmes, 4-year UG Honours with Research Programmes and the curriculum framework for the semesters VII & VIII of these programmes.  
Assign the IQAC Coordinator the responsibility of providing the UG final-year students and faculty with an orientation on the 4-year UG Honours Programmes and collect data on the number of interested students by conducting a Google Form survey.

5. Introduce the APSICHE 4-year UG Honours Programmes with Single Major w.e.f. the academic year 2023-24 as per APSICHE directions.

Assign the IQAC Coordinator the task of preparing the list of 4-year UG Honours Programmes with single majors to submit it to the APSICHE, CCE and Krishna University for the approval.

Assign the IQAC Coordinator the responsibility of providing the faculty with an orientation on the 4-year UG Honours Programmes with Single Majors, the curriculum framework and the modalities.

6. Offer 'French' as a 'Second Language' w.e.f. the academic year 2023-24.

Entrust the job of taking classes to Dr. Beulah Pearl Sunanda, Head, Dept. of History.

7. Offer 'Power Skills Programme' aimed to equip third-year UG students with practical skills essential to possess industry-relevant knowledge alongside their academic knowledge for their professional journey and post-graduation studies with the financial support of CareToAction, a distinguished NGO.

Collaborate with institutions such as MN Rao & Associates, Sridhar's CCE, and Vidhyardi Empowerment Enterprises, Vijayawada for this specialized training programme designed for the third-year UG students.

Offer a capacity-development programme 'English Communication Skills' for the 1<sup>st</sup> year students w.e.f. the academic year 2023-24.

8. Offer diploma and vocational courses focusing on practical knowledge and job skills in collaboration with other institutions / organisations.

9. Register with Raja Ramamohun Roy National Agency for ISBN for allotment of ISBN.

As no other matter was raised, the meeting ended with a vote of thanks to the Chair.



PRINCIPAL  
MARIS STELLA COLLEGE  
VIJAYAWADA-520 008





**MARIS STELLA COLLEGE (AUTONOMOUS), VIJAYAWADA**  
**A College with Potential for Excellence**  
**NAAC Accredited & ISO 9001:2015 Certified**

**ACTION TAKEN REPORT: 2022-23**

**1. Annual Academic Calendar 2022-23:**

Prepared college Handbook with the Annual Academic Calendar inserted for the academic year 2022-23 and displayed it on the college website.

**2. Measurement of attainment of COs:**

(i) The IQAC conducted one-week workshop on 'Measurement of Attainment of Course Outcomes' from 5<sup>th</sup> to 12<sup>th</sup> July 2022 to train the faculty on the direct method of measurement of course outcomes in order to determine the CO attainment. Dr. C. Krishnaveni, IQAC Coordinator was the resource person. She shared her insights and information on how CO attainment levels can be measured based on the performance of the students in the continuous internal assessment and semester end examinations and gave a comprehensive demonstration on the calculation of overall attainment of COs and how to find out the attainment gap.

(ii) The attainment of COs has been measured by both direct and indirect methods for the courses taught for the batches 2020, 2021 and 2022. Also measured the overall CO attainment for each course and obtained the attainment gap.

(iii) Measured the attainment of PSOs and POs.

**3. Department and College Activities:**

(i) Departments and the coordinators of each cell and committee planned for the activities to be organized and presented the plan of action in general staff meeting.

(ii) The scheduled departmental activities and the activities planned by the IQAC and different committees were organized as per the schedule and the details were entered in the 'College Activities Register: 2022-23'.

**4. Programmes were organized on:**

(a) Environmental Consciousness and Sustainability

(b) Awareness of Trends in Technology

(c) Human Values and Professional Ethics

(d) Intellectual Property Rights (IPR)

(e) Research Methodology

(f) Entrepreneurship Development

(g) Capacity Development and Skill Enhancement

- (h) Leadership Training Programmes and Workshops
- (i) Conferences and Seminars
- (j) Inclusion & Situatedness
- (k) Days of significance / Commemorative days
- (l) Extension Activities & Outreach Programmes
- (m) NSS
- (n) NCC
- (o) Sports and Cultural Activities

**5. Mini-Project for SEC in Sem V:**

- (i) Included a 'Mini-Project' in each 'Skill Enhancement Course' as a part of 2<sup>nd</sup> component, worth fifteen marks in semester V. The guidelines, the format and evaluation plan for the mini-project were prepared by the IQAC Coordinator and shared them with the faculty.
- (ii) With each SEC, the students completed a mini-project assigned to them, and they turned in their project / field reports to the course teachers in accordance with the requirements for assessment.

**6. Gender Sensitization Programmes and Programmes on Code of Conduct:**

- (i) The 'Annual Gender Sensitization Action Plan' and 'Annual Awareness Programme on Code of Conduct' for the academic year 2022-23 which are prepared by the IQAC are displayed on the college website. The scheduled activities were done and the details of the activities held were displayed on the 'College Activities Register: 2022-23'.
- (ii) Added 'Mobile Policy' to the existing 'Student Code of Conduct' and modified it in order to implement it w.e.f. the academic year 2023-24.
- (iii) No. of Gender Equity / Sensitization programmes held: 4
- (iv) Awareness programmes on code of conduct were held.

**7. FDPs, PDPs, Training Programmes, and Workshops:**

The IQAC has prepared the list of FDPs, PDPs, training programmes, workshops and awareness programmes for the quality sustenance and promotion to be organized by the IQAC for the faculty, staff and students and conducted the programmes as per the schedule.

Number of programmes conducted for:

the Faculty: 8, the Admin Staff: 1, the Support Staff: 1, and the Students: 23.

**8. Diamond Jubilee Scholarships:**

Sixty Diamond Jubilee Scholarships are intended to be established in commemoration of the Diamond Jubilee year 2022, to provide financial assistance to deserved students.



The institution had created sixteen 'Diamond Jubilee Scholarships' to aid financially disadvantaged students by raising money from sixteen generous individuals. The college website lists the specifics of these scholarships.

**9. Landscaping:**

Relayed and levelled the campus roadways and developed garden with variety of flowering plants, crotons, shrubs, fruit trees, and new pathways.

**10. National Webinar on NEP:**

The IQAC organized one-day National Webinar on 'Effective Implementation of NEP 2020: Role of Teachers & Institutions' on 8<sup>th</sup> Oct. 2022 to discuss the holistic approach to the concept of education and the quality of teaching-learning, and the role of teachers and higher education institutions in the effective implementation of NEP 2020.

Resource Persons:

Prof. K. Rama Mohan Rao, Vice-Chairman, APSICHE.

Prof. G. Soral, Former President, Indian Accounting Association, Formerly at Mohanlal Sukhadia University, Udaipur & Mizoram University, Aizwal.

Prof. Lalhmasai, Chairperson, Dean, School of Education, Mizoram University.

**11. Research and publications in S-L programmes:**

Organized capacity-building workshops for the faculty in two phases, in collaboration with the MCC Research Colloquium, Madras Christian College, Chennai to promote research based service-learning activities.

(i) The IQAC organized the United Board sponsored Phase I: Five-day Virtual Capacity-Building Workshop for faculty on 'Research & Publications through Service-Learning Programmes' from 9<sup>th</sup> to 13<sup>th</sup> Jan. 2023 to provide an overview of the research process in Service-Learning Programmes.

(ii) The IQAC organized the United Board sponsored Phase II: Two-day Capacity-Building Workshop for faculty on 'Research Methodology & Manuscript Writing in Service-Learning Programmes' from 25<sup>th</sup> to 26<sup>th</sup> April 2023 to help faculty members have an in-depth understanding of research methodology and how to write a manuscript for service-learning initiatives.

**12. English Access Microscholarship Programme:**

The IQAC in collaboration with the U.S. Consulate implemented the 'English Access Microscholarship Programme', started regular classes on 29 Aug. 2022 and launched the programme officially on 13 Oct. 2022 by Ms. Jennifer Larson, U.S. Consul General, U.S. Consulate, Hyderabad for English language proficiency among students.

**13. Polyhouse, Vermicomposting and Mushroom cultivation:**

- (i) A Polyhouse has been set up by the College, providing the Agriculture and Rural Development students with practical training in growing fruits, vegetables, and cut flowers.
- (ii) Constructed a larger vermicomposting facility to manage solid waste and to produce organic fertilizers. During their practical hours, the students studying Agriculture and Rural Development programme worked diligently to produce the compost.
- (iii) Created a new mushroom cultivation unit to impart students with entrepreneurial skills and improve their employability.

**14. Semester-long Internship:**

- (i) Offered semester-long internship project for all students in the semester VI.
- (ii) The college has signed agreements and MoUs with various organizations, agencies, companies and industries to place the students for semester-long internship project.
- (iii) All the 3<sup>rd</sup> year UG students successfully completed their semester-long internship project and were given 12 credits on submitting the project report in the prescribed format upon attending a viva-voce.
- (iv) Dr. C. Krishnaveni, IQAC coordinator gave orientation to all UG third year students on 'Role of Intern and Guidelines' on 12, 13, 18 Oct. 2022 and on 'Project Report and Assessment' on 27 March 2023 with regard to the semester-long internship programme.
- (v) Dr. C. Krishnaveni, IQAC coordinator gave an orientation to all UG first year students on 'Community Service Project Report and Assessment' on 17 Oct. 2022.

**15. Swayam-NPTEL Courses:**

Enrolled 758 students for NPTEL: July-Dec 2022 courses and 68 for NPTEL: Jan-April courses.

**16. EDC Activities:**

- (i) Entrepreneurship Development Cell (EDC) of Maris Stella, in collaboration with the ALEAP and HL Human Foundation, organized a one-month income-generating training programme for women from 12 Sept.-11 Oct. 2022.
- (ii) The EDC and the Inner Wheel Club Midtown jointly organized a Sankranti Mela on 7 Jan. 2023, at the college auditorium from 10.00 am to 8.30 pm. The primary objective of the event was to provide a platform for small and medium enterprises, encouraging women to be a part of entrepreneurship.
- (iii) A Five-day training programme on 'Food Processing and Marketing' an outreach programme by the EDC in collaboration with the ALEAP sponsored by Canara Bank, Vijayawada, was organized for 33 DWACRA women in Vijayawada from 22- 27 Feb. 2023 in Maris Stella College.



(iv) The EDC in collaboration with the SRM University organized a Boot Camp for entrepreneurial development, on 17 Sept. 2022 the resource person being Ms. Lakshmi Rajasekhar, an independent distributor.

**17. College Bus:**

For the purpose of providing staff and students with transportation for outreach, extension and service-learning programmes as well as community service projects, the college has brought a bus. The bus facility was utilized by students and teachers who were in-charge of outreach, extension, service-learning, and community service initiatives to attend and finish their fieldwork.

**18. LMS and new ERP:**

(i) Signed an MoU with the Edu-Tech company, ReferenceGlobe in order to offer staff and students a single step integrated digital platform with ERP, CRT and LMS as part of e-Governance on 27 March 2023.

(ii) The IQAC conducted workshops on the modules of the ReferenceGlobe and use of LMS in two phases both for staff and students: 9 - 11 May 2023 in phase-1, and 21- 26 Aug. 2023 in phase-2.

**19. Research Guideship in the discipline of Business Management:**

(i) The college has applied to Krishna University for research guideship to start a 'Research Centre' for the study of Business Management on 07.02.2023.

(ii) On 2 March 2023, a committee from Krishna University paid a visit to the institution to assess the necessary facilities in this regard. On 13 March 2023, the Krishna University granted a research centre for the study of Business Management with Dr. K. Naga Sundarari, Dr. G. Malathi, and Dr. H. Kanaka Durga from the PG Department of Business Administration as research guides.

**20. Centre to offer skill courses:**

Established a 'Skill Centre', a facility in the H-Block dedicated to offer 'Skill Courses' and Hands-on training in accordance with the NEP 2020.

**21. College autonomy:**

(i) Sent reminders to Krishna University for the awarding of PG autonomous status and to the UGC and Krishna University regarding the renewal of college autonomy.

(ii) Received UGC proceedings of the extension of the autonomous status to Maris Stella on 06.07.2023.

(iii) The Krishna University granted the autonomous status for PG programmes on 12.09.2023 after visiting the college on 13.06.2023.

## **22. Infrastructure development:**

The auditorium was renovated and a centralized air conditioning system was installed; The terrace of the main block was waterproofed.; CCTV cameras were installed where they were required; the necessary furnishings for the new administrative building was acquired; and the necessary hardware and software were purchased.

## **23. Awards for publishing research articles:**

To publish their research works in Scopus, Web of Science, and the UGC CARE list, faculty members received publication charges support from the college management. The sum of Rs. 92,900 was expended in this context.

## **24. Gender Audit:**

(i) The NSS unit organized a 2K walk for 'Women's Equality' on 15 July 2022, advocating for social causes and empowering students.

(ii) Guest Lectures on Girls' Safety and Security and Legal Perspectives were organized by the Department of Social Work & IQAC in collaboration with MAARPU TRUST on 25 July 2022.

(iii) The IQAC organized a seminar on 'Gender Audit in HEI' on 1 Dec. 2022 to give faculty members a deeper understanding of the concept, the method, the components, and the tools associated with gender auditing. Prof. Meenakshi Gopinath, a Padmashree Awardee and former Principal of Lady Shri Ram College, New Delhi, was the resource person.

(iv) The Dept. of Journalism in association with the IQAC organized interactive sessions for students and staff with prominent social activist P. Andal Devi, Hyderabad on 28 Feb., 2023. The sessions focused on 'Promoting Gender Equity in Classrooms' and 'Gender Audit to Ensure Justice in HEIs.'

(v) Constituted a committee for taking up 'Gender Audit'.

### **Composition:**

Principal – Chairperson

IQAC Coordinator

Three faculty members

(One each from Sciences, Arts and Commerce & Management Studies)

Three student representatives

(One each from Sciences, Arts and Commerce & Management Studies)



**25. Electoral Literacy Club (ELC):**

Celebrated the National Voters' day on 25 Jan.2023. On this occasion, an awareness programme was organized by the college to highlight the importance of voting in a democracy.

**26. Internal Academic and Administrative Audit:**

The IQAC of the college conducted an Internal Academic and Administrative Audit for the academic year 2022-23 to assess the effectiveness of the institution's various departments and to make recommendations for future quality enhancements in curriculum, teaching-learning, evaluation, research, innovation, extension, and administration from 02.05.2023 to 04.05.2023. A report was prepared with observations and suggestions and was displayed on the College website.

**27. Academic Bank of Credits:**

Registered for Academic Bank of Credits and student details were entered in the portal.

**28. Four-year UG Honours Programmes:**

(i) An orientation to all final year UG students and faculty on the 4-year UG Honours Programmes, 4-year UG Honours with Research Programmes and the curriculum framework for the semesters VII & VIII of these programmes was given on 27.04.2023 by the IQAC Coordinator, Dr. C. Krishnaveni.

(ii) Offered the APSCHE 4-year UG Honours Programmes and 4-year UG Honours with Research Programmes for 2020 batch students.

**29. Four-year UG Honours Programmes with single major:**

(i) An orientation on 'Curriculum Framework, Modalities for Four-year UG Honours Programmes with single major' was given to the faculty on 17.06.2023 by Dr. C. Krishnaveni, IQAC Coordinator.

(ii) Introduced the APSCHE 4-year UG Honours Programmes with single major w.e.f. the academic year 2023-24 as per the APSCHE directions after getting approval from the APSCHE and CCE.

**30. French as a 2<sup>nd</sup> language:**

Resolved to offer 'French' as a 'Second Language' w.e.f. the academic year 2023-24.

Dr. Beulah, Head Dept. of History has been appointed as the faculty-incharge.

**31. Skill Development Programme:**

(i) Designed a specialized training programme, 'Power Skills' for the UG 3<sup>rd</sup> year students to offer it w.e.f. the academic year 2023-24 in collaboration with MN Rao & Associates, Sridhar's CCE, and Vidhyardi Empowerment Enterprises, Vijayawada.

(ii) CareToAction, a distinguished NGO, graciously extended its support to fund this programme which is committed to overseeing and evaluating the progress of each participant.

(iii) Dr. Sr. Ramana K., Dept. of MBA was appointed as the Chief Coordinator, and Dr. V. Prasad Rao, Head, Dept. of Political Science, Ms. Grace Lydia, Head, Dept. of Computer Science and Ms. Swetha Priya Kumari, Dept. of Commerce were appointed as the coordinators for Arts, Science and Commerce students respectively.

(iv) The following courses are planned to offer w.e.f. the academic year 2023-24:  
For Arts Students: English, Reasoning and Arithmetic to prepare for competitive examinations.

For Commerce Students: Tally, GST and MS Excel.

For Physical Sciences & BBA Students: Full Stack Web Development, Digital Marketing and Data Analytics.

**32. Capacity Development Programme:**

Resolved to offer a capacity-development programme 'English Communication Skills' for the 1<sup>st</sup> year students w.e.f. the academic year 2023-24.

**33. ISBN Allotment:**

The college has registered with Raja Ramamohun Roy National Agency for ISBN for allotment of ISBN. An ISBN has been earmarked for our application.

  
PRINCIPAL  
MARIS STELLA COLLEGE  
VIJAYAWADA-520 008