
The Annual Quality Assurance Report (AQAR) of the IQAC
(July 1, 2015 to June 30, 2016)

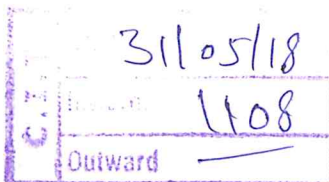


مولانا آزاد نیشنل اردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)

Gachibowli, Hyderabad-500 032, Telangana State, India

Accredited "A" Grade by NAAC



The Annual Quality Assurance Report (AQAR) of the IQAC

(July 1, 2015 to June 30, 2016)

Part – A

I. Details of the Institution

1.1 Name of the Institution Maulana Azad National Urdu University

1.2 Address Line 1 Gachibowli

City/Town Hyderabad

State Telangana

Pin Code 500 032

Institution e-mail address registrar@manuu.ac.in

Contact Nos. 040- 23006612/13/14/15/16 (Epabx)
040 – 23006121(O/o Registrar)

Name of the Head of the Institution: Dr. Mohammad Aslam Parvaiz

Tel. No. with STD Code: 040 – 23006601
Mobile: 9951400019

Name of the IQAC Co-ordinator: Prof. Najmul Hasan

Mobile: 9441205201

IQAC e-mail address: manuuaiqac@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

EC(SC)/15/A & A dated May 25, 2016

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner-
bottom
of your institution's Accreditation Certificate)

EC(SC)/15/A & A dated May 25, 2016

1.5 Website address:

www.manuu.ac.in

Web-link of the AQAR:

<http://www.manuu.ac.in/AQAR20015-16.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.23	2009	5 Years
2	2 nd Cycle	A	3.09	2016	5 Years

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

18/06/2010

1.8 AQAR for the year (for example 2010-11)

2015-16

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

AQAR 2014-15 submitted on 7th April, 2015 (DD/MM/YYYY)

1.10 Institutional Status

University State ☐ Central ☒ Deemed ☐ Private ☐

Affiliated College Yes ☐ No ☒

Constituent College Yes ☒ No ☐

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI) Yes ☒ No ☐

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒

1.11 Type of Faculty/Programme

Arts ☒ Commerce ☒ Law ☐ PEI(Phys Edn.) ☐

TEI (Edu) ☒ Engineering ☒ Health Science ☐ Management ☒

Others (Specify) School of Social Sciences
School of Sciences
Computer Science and Information Technology
Mass Communication and Journalism

1.12 Name of the Affiliating University (for the Colleges)

Not Applicable

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University Central

University with Potential for Excellence - UGC-CPE -

DST Star Scheme - UGC-CE -

UGC-Special Assistance Programme - DST-FIST -

UGC-Innovative PG programmes ✓ Any other (Specify) -

UGC-COP Programmes -

2. IQAC Composition and Activities

2.1	No. of Teachers	10
2.2	No. of Administrative/Technical staff	02
2.3	No. of students	00
2.4	No. of Management representatives	00
2.5	No. of Alumni	00
2.6	No. of any other stakeholder and community representatives	00
2.7	No. of Employers/ Industrialists	00
2.8	No. of other External Experts	02
2.9	Total No. of members	14
2.10	No. of IQAC meetings held: 02	
2.11	No. of meetings with various stakeholders: No.	4
	Non-Teaching Staff	2
	Students	1
	Alumni	1
	Faculty	2
	Others	
2.12	Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	If yes, mention the amount	
2.13	Seminars and Conferences (only quality related)	
	(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	

Total Nos.	7	International	2	National	1	State	1	Institutional Level	3
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2.13 (ii) Themes

- International Conference on “Muslims, Democracy, and the Media: Challenges and Prospects” MANUU campus during 17-18 March, 2016.
- International conference on “Celestial Mechanics & Dynamical Astronomy”, MANUU campus during 15-17 December, 2015.
- National Conference on “Language, Literature and Social Influences and Counter Influences” MANUU Campus during 17-18 February, 2016.
- Workshop by MHRD, CWS and Social Work “Bridging Gender and Social Gaps in Higher Education” at MANUU Campus on 25th August, 2015.
- Symposium on “Dr. Ambedkar and Muslims” at MANUU Campus 14th May, 2015.
- Workshop on “Teacher Education Regulations 2014-Norms and Standards, and new Curriculum Framework for all the Heads of Telangana & A.P.” Organised by MANUU and NCTE on 15th February, 2016.
- Workshop on “Social Exclusion and Discrimination: Emerging Conceptual and Methodological Issues” at MANUU Campus during 24th to 26th August, 2015.

2.14 Significant Activities and contributions made by IQAC

- IQAC recommended introduction of Choice Based Credit System (CBCS).
- The IQAC recommended conduct of international and national level conferences, seminars and lectures to substantiate the academic culture and promote research activities.
- To facilitate the academic excellence and enhance co-curricular performance, of the students, the IQAC suggested to organize special Lectures and motivational programmes.
- IQAC recommended the Department of Social Work of the University to create a large network with the NGOs and governmental agencies in and around Hyderabad to provide effective curriculum based field work.
- The IQAC strongly recommended all the Schools of Studies to impart innovative teaching learning methods and provide mentorship to guide the students.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<p>IQAC recommended the following plan of action:</p> <p>Introduction of Choice Based Credit System for all the Programmes w.e.f. the Academic Year 2015-16.</p> <p>Online Admission Process including Fee Payments</p> <p>Appointment of Dean, Student Welfare.</p>	<p><input type="checkbox"/> All the Departments initiated the process.</p> <p><input type="checkbox"/> Online registration for admissions was Introduced, and fee Payment system upgraded to net-banking through gate-way to facilitate the students.</p> <p><input type="checkbox"/> The Dean, Students Welfare is appointed to address the issues of the student community, and initiate welfare programmes for them.</p>

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body

Yes ☐ No ☐

Any other Body ☐

Management ☐ Syndicate ☐

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	13	02	-	-
PG	17	04	-	-
UG	02	02	-	-
PG Diploma	02	-	-	-
Advanced Diploma	00	-	-	-
Diploma	05	00	-	-
Certificate	04	-	-	-
Others	09+ 10*	4+3*	-	-
Total	52+ 10*	12+3*	-	-

* M.Phil

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	64
Trimester	00
Annual	13

1.3 Feedback from stakeholders*
(On all aspects)
 Alumni ☒ Parents ☐ Employers ☒ Students ☒

 Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐
*Please provide an analysis of the feedback in the Annexure – Annexure Enclosed as ANNEXURE-I

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

- The Department of Education and Training adapted dynamic up-gradation of the syllabi based on worldwide developments and adapted technology applications for improvement in teaching-learning methods to generate creative teachers and leaders for the nation.
 - As per NCTE Regulations, the Diploma in Education (D. Ed.) Programme revised and nomenclature changed to Diploma in Elementary Education (D. El. Ed.).
- The Department of History designed unique courses such as Women in Modern India, Dalit Movement in Colonial India, India's Neighbourly Relations with Central Asia, etc. and introduced Field Work as part of curriculum.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Following New Departments were established: -Sociology, History, Economics, Political Science, Botany, Zoology, Physics and Chemistry

Criterion – II**2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
327	223	50	31	21

191

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
223	26	50	38	31	16	21	03	321	87

2.4 No. of Guest and Visiting faculty and Temporary faculty

43

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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	29	36	04
Presented papers	28	45	02
Resource Persons	02	16	02

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- The Department of Social Work uses experiments with visual narratives through documentary film screenings and post-screening discussions. This activity helps students in questioning their own perceptions, developing their sensitivity to issues and in imbibing progressive human values.
- The Department of Political Science uses innovative blend of practical, theoretical, skills-based and problem-solving learning methods, which aim to strengthen professional and academic abilities of students with a sense of social and ethical responsibility.
- All the Departments are provided with ICT enabled class-rooms. The Department of MCJ, Department of Management, and Department of Women Education conduct special lectures regularly.
- The Central Library of the University is web-enabled. It is fully automated Library with Online Public access Catalogue (OPAC).
- The University has established an innovation club in the year 2015 to make knowledge creation productive for the community and society at large. The innovation club organizes awareness programs to generate creative ideas for social and economic issues among the students to come up with innovative solutions.
- Some of the activities envisaged are arranging trips to scientific institutions like The Astronomical Observatory and TIFR Balloon Facility, Hyderabad.

2.7 Total No. of actual teaching days during this academic year

188

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Moderation of Question Papers and Answer Scripts & introduced OMR system in Semester. Policy for Re-valuation through personal verification through photo copy Answer scripts.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as members of Board of Study/Faculty/Curriculum Development workshop

ALL BOS Members

2.10 Average percentage of attendance of students

88%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme (Regular Mode)	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
M.A.(Urdu)	20	4	12	4	0	100
M.A.(Arabic)	28	13	13	2	0	100
M.A.(English)	50	9	29	12	0	100
M.A.(Hindi)	16	1	14	1	0	100
M.A.(Persian)	14	10	4	0	0	100
M.A. (Translation Studies)	8	6	2	0	0	100
Master of Business Administration	55	15	39	1	0	100
Master of Commerce	16	10	6	0	0	100
M.A.(Mass Communication & Journalism)	8	2	5	1	0	100
M.A.(Islamic Studies)	7	5	1	1	0	100
M.A.(Women's Studies)	4	2	2	0	0	100
M.A.(Political Science)	11	4	6	1	0	100
M.A.(Public Administration)	5	0	3	2	0	100
Master of Social Work	18	1	13	4	0	100
M.Sc.(Maths)	6	3	2	1	0	100
Master of Computer Applications	35	8	27	0	0	100
Diploma in Arabic Translation	15	15	0	0	0	100
Diploma in Persian	1	1	0	0	0	100
P.G. Diploma in Functional Hindi & Translation	16	1	14	1	0	100
Diploma in Education	102	0	95	7	0	100
Polytechnic (Diploma In Civil/CSE/ECE /I-T)	263	44	211	8	0	100
Certificate in Proficiency In Arabic	15	15	0	0	0	100
TOTAL	713	169	498	46	0	100

Title of the Programme (Distance Mode)	Total no. of Students Appeared	Division				
		Distinction	I %	II %	III %	Pass %
M.A(Urdu)	6886	184	3508	1463	01	74.86%
M.A(History)	1254	Nil	517	396	Nil	72.80%
M.A(English)	2626	11	786	742	04	58.75%
M.A(Islamic.Std)	337	60	167	14	Nil	71.51%
B.A	4811	Nil	854	1463	30	48.78%
B.Com	104	Nil	10	30	04	42.30%
B.Sc	585	Nil	245	18	Nil	44.95%
Total	16603	255	6087	4126	39	63.28%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- Regular Meetings of Deans are conducted for periodic assessment of teaching and learning perspectives and follow up actions are taken;
- Internal exams are conducted for evaluation of student performance;
- Remedial classes are conducted, wherever improvement is required;

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	17
UGC – Faculty Improvement Programme	01
HRD programmes	5
Orientation programmes	20
Faculty exchange programme	0
Staff training conducted by the university	04
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	06
Others	03

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled Temporarily
Administrative Staff	311	15	1	-
Technical Staff	57	12	-	-

Criterion – III**3. Research, Consultancy and Extension****3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution**

- The Departments of Studies were advised to conduct regular meetings of Departmental Research Committee as per the recommendations of IQAC.
- The Faculty Members of Arts and Social Sciences were encouraged to undertake Research Projects from ICSSR and other such funding agencies.
- The IQAC encouraged Faculty Members to attend National and International Workshops, Seminars, and Symposia.
- The Research Scholars were permitted by the Departments to attend Research Methodology Workshops organized by other Universities.
- The Department of Studies were encouraged to make Research Colloquiums' effective and functional.
- The Faculty and Research Scholars were encouraged to make periodic presentations in Research Colloquiums.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	05	01	02
Outlay in Rs. Lakhs	3.5 lakhs	58.12 lakhs	30 lakhs	23.5 lakhs

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	02	03	0
Outlay in Rs. Lakhs	48,000/-	3,65,000/-	15.2 lakhs	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	1150	742	15
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2014-16	ICSSR	186.56 lakhs	79.86 lakhs
Minor Projects		SSA-TS SSA-AP		
Interdisciplinary Projects				
Industry sponsored				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.

38

Chapters in Edited Books

84

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	2	2	-	1	-
Sponsoring Agencies	MANUU & AIPTA	MANUU & ICSSR	-	MANUU	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations

International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ Recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
17	03	07	07	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution	15
No. of M. Phil. awarded by faculty from the Institution	77

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF	21	SRF	08	Project Fellows	-	Any other	34
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3.21 No. of students Participated in NSS events:

University level	31	State level	-
National level	-	International level	-

3.22 No. of students participated in NCC events:

University level	-	State level	-
National level	-	International level	-

3.23 No. of Awards won in NSS:

University level	-	State level	-
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	-	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

University forum	06	College forum	08
NCC	01	NSS	05
		Any other	44

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Plantation was done within Campus.
- Blood Donation Camps were organised.
- The members of faculty, in their individual capacity, have associated themselves with social services programmes organised by the Human Rights Groups in Hyderabad.
- Two Day Management Fest was organised during the year in which various activities such as quizzes, role plays, management games etc. were undertaken.
- Workshop on Financial Planning for Young Investors was held which was co-organised by SEBI
- Extension lectures on 19/02/2016 on the topic "Azad Hindustan Men Muslim Tahreeken" and on 20/03/2016 on the topic "Mashriq Wusta and Maghrib, Daur Jadeed Men" have been conducted.

- Lectures on Employability and Personality Development have been conducted on 21/04/2016 and 27/04/2016 respectively.
- Eminent Urdu Critic and Intellectual Prof. Ali Ahmed Fatmi (Allahabad University) delivered an extension lecture on “Women in Rajender Singh Bedi’s Writings” on 2nd September 2015 at Seminar Hall, CULLC. Extension Lecture was organized as part of centenary celebrations of well known Urdu Fiction writer Rajender Singh Bedi.
- CULLC has brought out a new book on eminent progressive writer and poet, Ali Sardar Jafri entitled *Sardar Jafri: Kal Aur Aauj* in the month of August 2015 with ISBN 9789380322049. The book contains papers presented during the National Seminar organized by the CULLC as part of centenary celebrations of Ali Sardar Jafri. This book is the fifth publication from CULLC.
- CULLC has brought out a new book on eminent Detective Novelist Ibn-e-Safi entitled *Detective Fiction & Ibn-e-Safi* in the month of June 2016 with ISBN 9789380322056. The book contains papers presented during the National Seminar organized by the CULLC.
- A book entitled *Khurshid-ul-Islam: A Poet and A Critic* by Dr. Zafar Gulzar, Section Officer (MANUU) on the life and contributions of well known Urdu critic and writer Khurshid-ul-Islam was released by Prof. Khwaja M. Shahid, Vice Chancellor I/c, MANUU on 25th August, 2015 at seminar hall, CULLC. Prof. Baig Ehsas, Prof. Majeed Bedar, Dr. Habeeb Nisar, Prof. Wahab Qaiser and Dr. Shamsul Huda Daryabadi, presented reviews on the book..
- Consultative Meeting on the theme “Gender Disparities in Higher Education was held on 30th July 2015 in the Committee Room Administrative Building, MANUU.
- National consultation workshop on New Education Policy – 2015 on the theme “Bridging Gender & Social Gaps in Higher Education was held on 24th August 2015, Conference Hall, Administrative Building, MANUU.
- DASTKARI MELA on 09th November 2015 was organised at Lawn, opposite to SA & SS Building, MANUU.
- Awareness Campaign on “Elimination of Violence against Women” was carried out, on 26th November 2015 & 10th December 2015, respectively at the University, College, different Madrasas, & Community Centres in Hyderabad.
- Awareness Programmes on Girl Child Rights on 17th January and 4th February 2016 was held at MANUU Model School & different Urdu Medium Schools & Deeni Madrasas in Hyderabad.
- One Day “Self Defence Training for Women” on 8th March 2016, was organised at Indoor Auditorium, MANUU.
- Deccan Heritage Club took a trip to Qutb Shahi Tomb on 10th September 2015.
- Deccan Heritage Club took a trip to Medak Church on 31st October 2015.
- Deccan Heritage Club took a trip to Warangal Fort on 25th November 2015.
- Release of a Research Study titled *Trading Network of the Deccan* by eminent jurist and writer Janab A.G. Noorani and the Hon’ble Vice Chancellor, MANUU, Dr. Mohammad Aslam Parvaiz on 21st January 2016, Hyderabad.
- Lecture by Janab A.G. Noorani on the theme Relations between Delhi and Hyderabad 1947-1948 on 21st January 2016, Hyderabad.
- Deccan Heritage Club took a trip to Paigah Tombs and Hayathnagar Sarai on 13th February 2016 Sarai.
- Adoption of Village nearby University for carrying out social and extension activities.
- Participation of students in the Republic Day Celebrations on 26th January organised by Municipal Corporation of Sambhal.

Criterion – IV**4. Infrastructure and Learning Resources****4.1 Details of increase in infrastructure facilities:**

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	200 acres			
Class rooms	59			
Laboratories	26			
Seminar Halls	4			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	858			
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	Campus Development	UGC	10839747

4.2 Computerization of administration and library

Administration and Library are provided with Computers
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4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	53861	20,33,923/-	3906	16,49,899/-	57767	36,83,822/-
Reference Books						
e-Books						
Journals	121	16,63,884/-			121	16,63,884/-
e-Journals						
Digital Database						
CD & Video	389&2			Nil		
Others (specify)	Nil					
Popular Magazines						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	123	5	1	1	1	1	1	5 Projectors
Added	0	0	0	0	0	0	0	0
Total	123	3	1	1	1	1	1	5

4.5 Computer, Internet access, training to teachers and students and any other programme for technology Up-gradation (Networking, e-Governance etc.)

1. The University Campus is fully Wi-Fi enabled with Wi-Max and Fibre optics backbone
2. Wired Internet with direct access without any DNS Server.
Permanent user id and passwords are provided to faculty members, others can login as guest with default username and password.
Permanent user id and passwords are provided to regular non teaching staff, others can login as guest with default username and password.
Permanent user id and passwords provided to all the enrolled students based on their enrolment number. Students can also login with default user name and password.

4.6 Amount spent on maintenance in lakhs:

i) ICT	2.11
ii) Campus Infrastructure and facilities	14.60
iii) Equipment	35.74
iv) Others	57.62
Total :	110.07

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ☐ IQAC recommended allocation of funds for conduct of periodical national conferences by all the Departments of the University to build research aptitude in students and motivate them towards research.
- ☐ IQAC suggested conduct of regular weekly conferences, seminars and skill based activities to enhance and enrich the professional skills of the students and promote progressive values among them.
- ☐ IQAC recommended the conduct of Orientation Programmes for the newly admitted students and the same has been implemented.
- ☐ As part of innovative activities, the H.K.S. Centre for Deccan Studies started a new initiative – the Deccan Heritage Club to sensitize the youth towards national heritage and culture. It has membership of students from all the Departments of the University.
- ☐ The IQAC also recommended appointment of Academic Coordinators for each Department to coordinate various academic and administrative activities of the Department and to enable the students to remain updated.
- ☐ The students are encouraged to avail Fee Reimbursements Schemes offered by their respective State Governments.
- ☐ The Fellowships for the Research Scholars is released on time.

5.2 Efforts made by the Institution for tracking the progression

- Through mentoring and counseling the progress of the students is tracked by the Department of Studies of the University.
- The Department of Studies conduct Internal Tests for academic progress of the students.
- The Department of Studies organizes students discussion, debates and quizzes
- The Department of Studies encourage students to participate in various academic and cultural activities.
- Regular meetings of the HODs and Deans are conducted to evaluate performance and evolve suitable measures for the academic progress of the students.
- Attendance record is maintained for theory classes, fieldworks, skill lab and presentations
- Supervisory meeting are held with Students' Advisors and Students' Representatives
- Regular Departmental Meetings are conducted.
- Feedback from students is taken.
- Individual meeting with students is held.
- The responsibility is handed over to the faculty members to improve the quality of education and to support the students in their activities.

5.3 (a) Total Number of students

UG	PG	Ph. D.	M. Phil.	Others
				Cert./Diploma
855	663	83	96	679

(b) No. of students outside the state

2405

(c) No. of international students

2

No	%
01	1%

Men

No	%
570	24%

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1338	23	32	986	28	2407	1432	33	23	905	02	2376

Demand ratio

Dropout %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The following Coaching Schemes are available for competitive examinations for students:

- ☐ CSE Coaching Academy
- ☐ NET Coaching Scheme
- ☐ Coaching Centre for Minorities for Entry into Services
- ☐ Remedial Coaching Centre

No. of students
beneficiaries

842

5.5 No. of students qualified in these examinations

NET	11	SET/SLET	3	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	86

5.6 Details of student counselling and career guidance

- Established separate Placement Cell for the student counselling and guidance and job placement.
- Setup Proctor office for counselling the students and guide them in an effective way.
- The syllabus has been framed in a manner as would facilitate and pre-empt the students to compete in national level competitive examinations for career building.
- Mentorship: The Departments guide students through mentorship.
- Mentors have been appointed for counseling.
- A lecture on Employability Skills has been conducted on 21/4/16
- The College of Teacher Education conducted counselling and career guidance for prospective teachers
- The students are guided by the expert faculty members to solve their personal problems.
- Career guidance is given to the final year students by arranging seminars and talks by industry experts in the respective fields.
- Conducted Orientation program for first year students.

No. of students benefitted

541

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
24	119	32	88

5.8 Details of gender sensitization programmes

Department of Women Education and Centre for Women Studies play an important role. They conducted gender sensitization programmes in the backward areas in and around Hyderabad and in MANUU Campus in the Girls Hostels.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	522	48.74 lakhs
Financial support from government	-	-
Financial support from other sources	154 M. Phil. & Ph. D. Scholars	137.23 lakhs
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- The Vision:
- To promote and develop the Urdu Language
- To provide higher, technical and vocational education through Urdu medium
- The focus on the underprivileged group of the society
- To focus on Women Education;
- To providedual modes of education.

6.2 Does the Institution has a Management Information System.

Yes

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Course Development Committees, Board of Studies and School Board conduct meetings for preparation of Syllabi with the involvement of External Experts
- The curriculum review meetings of IQAC, Deans and Heads are frequently conducted which helped University adopt CBCS mode quickly.

6.3.2 Teaching and Learning

- The teaching practices are made more interactive and innovate through the use of ICT in the classrooms in addition to conventional lecture mode.
- The students are encouraged to participate actively in the classes
- Emphasis was laid on minimum attendance requirements
- Internal assessments through assignments and presentations have been streamlined
- Learner-centric pedagogical practices are encouraged
- Web-enabled Library facility is provided.

6.3.3 Examination and Evaluation

- External and Internal Examinations are conducted.
- Double evaluation introduced wherever necessary.

6.3.4 Research and Development

- Faculty and Students are encouraged to attend Seminars and Workshops at University, State, National and International level
- Faculty members and students are encouraged to present research papers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ☐ Library is fully automated, well equipped and furnished.
- ☐ Library facilities are regularly upgraded.
- ☐ New Books and Journals are added periodically.

6.3.6 Human Resource Management

- Based on the sanction of posts by the Government of India through UGC, the recruitment is made at national level viz., for Teaching, Non-Teaching and Technical staff through the open advertisement in regular dailies, Employment News, and the uploading on University website.
- Shortfall in the staff is met through the contractual engagement of staff as per the requirement.

6.3.7 Faculty and Staff recruitment

- The University undertook massive drive for filling the vacant positions for the faculty and staff.
- As per the approval/sanction of posts, faculty and staff are recruited through the open advertisement in reputed national dailies, employment news and through uploading the advertisement on the University website. Subsequently, based on the Screening/Selection Committee, the recruitment of Faculty and Staff is finalized.

6.3.8 Industry Interaction / Collaboration

- ✓ The Department of Social Work conducts regular annual meetings with NGOs and Agencies where students are placed for field work and job placements;
- ✓ Collaboration with agencies has resulted in the development of field practice manuals by the Department of Social Work(http://www.manuu.ac.in/deptsocio_intervntion.php)
- ✓ The Department of Management and Commerce and Department of Mass Communication and Journalism including Polytechnic established good linkage with the companies, industries and leading private banks.

6.3.9 Admission of Students

- Admission of students to various programmes is conducted through the open advertisement in national dailies and through uploading on website.
- On-line Admission process is introduced from this Academic Year 2014-15.
- GOI norms are followed for reservation policy.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> • The University empanelled many Premier Hospitals for Cash Less Treatment of Teaching and Non-teaching Staff apart from strengthening the Health Centre on the Campus with provision of X-Ray Machine, and availability of all kinds of Medicines for Outpatient Treatment for Students, faculty and non-teaching staff. • The University introduced Mega Medical Insurance Scheme for students for Inpatient Cashless Treatment in all major premier hospitals. • The University appointed permanent Counsellor for the regular and routine counselling of the students. • A Lady Doctor is also appointed for girl students on campus.
Non-teaching	
Students	

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done

Yes



No



6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	IQAC	Yes	IQAC/IAO
Administrative	Yes	CAG	Yes	Do -

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

Yes



No



For PG Programmes

Yes



No



6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The University has uniform policy for Examination and Evaluation for Main Campus and Constituent Colleges.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

- The representation of Constituent Colleges in University's Statutory Bodies has increased.
- The Constituent Colleges are authorised to make purchases of Infrastructural Facilities for their Colleges.

6.11 Activities and support from the Alumni Association

- MANUU Alumni Association conducts Job Melas to help students acquire jobs in leading private banks like ICICI, Axis Banks, etc.
- MANUU Alumni Association initiated Annual Meet at the Campus to help the students chalk out their academic and future plans and other activities.
- Activities of the Alumni Association have resulted in boosting the confidence of the MANUU students and made them informed students about market, employability and requirements.

6.12 Activities and support from the Parent – Teacher Association

- Networking and coordination with the parents has increased due to counselling of parents and students during the Admission Counselling Process. PTA are associated in maintenance of discipline of students on the campus.
- The Department of Studies, Deans Students Welfare, and Proctor Office keep updating the parents on students' performance, achievements and indiscipline through Telephonic conversation and letters.
- Parents are encouraged to actively attend University functions and celebrations viz., Azad Day Celebrations, Convocations, etc.

6.13 Development programmes for support staff

- The support staff are provided training at University Academic Staff College and they are deputed outside MANUU to ISTM, and other Universities.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- The University observed, "Swachh Bharath – Swasth Bharat," a Clean India Campaign at its Campus as part of a drive launched by the Central Government to mark the birth anniversary of Mahatma Gandhi on 2nd October 2014. *The Registrar administered cleanliness pledge at the inauguration of Campaign to a large number of students, teachers, and staff who participated in the campaign.* The students, teachers and staff later took up cleaning of the Campus during which they swept the avenues and worked in the landscape garden.
- Plantation drives were undertaken by NSS, University Administration, Staff and Faculty Members including the Honourable Vice Chancellor.
- Paperless Office Work is being encouraged.
- Plastic covers and wastes are removed on day to day basis.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- ✗ The Skill Lab, which was introduced as an innovative academic intervention by the Department of Social Work has been made part of Core Curriculum w.e.f.2014-15.
- ✗ Student seminar presentations have increased in many Departments of Studies.
- ✗ Many Department of Studies have started student's clubs.
- ✗ In some Department of Studies students have initiated *Wall Magazines*.
- ✗ Paperless work in Administration has been initiated by allotting appropriate domains in the Web-portal of the University for Notices, Circulars, and Orders..

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- The Prospectus has been revised as advised by IQAC. Copies are presented to all the members. Online registration for admission has also been introduced. Admission and program fees payments through Challan were introduced, which would be upgraded to net-banking in future.
- Additional space is provided for Health Centre building. Basic diagnostic equipment has been purchased and health insurance scheme for students has been introduced. More hospitals have been empanelled.
- Additional space creation is planned for new programs.
- Cultural activities have been organized for both staff and students.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- All important notifications, circulars, orders, and all the other important information are periodically updated on the Website of the University, which have resulted in paperless work environment in administration.
- All the Departments of Studies keep updating their academic details on University Website.
- Special emphasis is laid on special coaching for proficiency in English for all the students of the University.
- The Department of Social Work has developed three major academic publication series under innovative Academic Interventions initiative related to Social Work Curriculum namely, Field Work Term Plan Manual (Series-I), Field Work Manual (Series-2), and Skill Lab Manual Outlines (Series-3);

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- The University observed, "Swachh Bharath – Swasth Bharat," a Clean India Campaign at its campus as part of a drive launched by the Central government to mark the birth anniversary of Mahatma Gandhi on 2nd October, 2014. The Registrar administered cleanliness pledge at the inauguration of Campaign to a large number of students, teachers, and staff who participated in the campaign. The students, teachers and staff later took up cleaning of the campus during which they swept the avenues and worked in the landscape garden;
- Plantation drives were undertaken by NSS, University Administration Members and Faculty Members including the Honourable Vice Chancellor.
- Paperless office work is encouraged and results are positive.
- Plastic covers and material are removed on day to day basis.

7.5 Whether environmental audit was conducted?

Yes ☐ No ☒

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Maulana Azad National Urdu University, Hyderabad during 2015 to 2016 has continued its march towards academic growth and administrative transparency. The University has already emerged as an institution of higher learning which contributes to the fields of education through the medium of Urdu. The academic growth of the University is sustained through the introduction of various new programs. The following new programs have been introduced in the year 2015: Undergraduate Honours programs in Sciences; M.Tech. in Computer Science; Postgraduate Programs in History, Economics & Sociology; M.Phil. in Islamic Studies; and PhD in Mathematics. Dr. Mohammad Aslam Parvaiz, a botanist and renowned Urdu scholar was appointed as the fourth Vice-Chancellor of the University in October 2015. During 2015 and 2016, the University has achieved significant growth and expansion in the development of academic activities and modern infrastructural facilities.

The University has initiated an innovative approach to link *Madrasa* background students to the mainstream higher education by designing a bridge course of one year duration. Through this initiative the University envisages to bring *Madrasa* students to the folds of contemporary education streams and careers. This course shall commence from the academic year 2016-17.

During 2015 and 2016 in the University infrastructural expansion has taken place; additional floors have been added to existing buildings and they have been suitably furnished to accommodate newly created Departments. Newly built H.K. Sherwani Centre for Deccan Studies and School of Computer Science & Information technology buildings, the new girls' hostel named Gulzar Girls Hostel with 125 room and capacity to accommodate 375 students are made operational. Two new wings for the Health Centre have been built and equipped as per the requirements. The additional wing constructed for the Guest House is now complete. CPDUMT Boys Hostel and UGC-HRDC Guest House (first floor and second floor), CSE Coaching Academy building work has also been completed. To develop sports talent, in addition to the existing Indoor Stadium and Sports Ground, a well-equipped Gymnasium has been added to the Girls Hostel. New sports equipment has been procured to enable students to get training regularly and excel in sports. Launching its activities beyond Headquarters, the University had ten Off-Campuses in seven states: Karnataka, Maharashtra, Bihar, Uttar Pradesh, Madhya Pradesh, West Bengal and Jammu & Kashmir.

The recent additions are MANUU-College of Arts & Sciences for Women at Budgam (J & K), and the Colleges of Teacher Education at Bidar (Karnataka) and Nuh (Haryana). The University has established a new department viz. Department of Commerce under the School of Commerce and Business Management. In the past one year the University has acquired AICTE recognition for B.Tech. and revalidation of recognition for Polytechnic programs; recognition from QCI for Industrial Training Institute programs; and NCTE recognition for new Colleges of Teacher Education at Nuh (Meerut, Haryana) and Sambhal (Uttar Pradesh). The University has introduced Choice Based Credit System (CBCS) in Undergraduate programs as per UGC new regulations from the academic year 2015-16.

The University has organized several international and national level conferences, seminars and lectures to substantiate the academic culture and promote research activities. To facilitate the academic excellence and enhance co-curricular performance of the students, the University organizes motivational programmes and provides them with merit scholarships.

The University is striving at creating a congenial ambience for teaching faculty by providing them access to all academic facilities. On the other hand the University caters to all the needs of the non-teaching staff so that their work can proceed efficiently. By attending to all the needs of teaching and non-teaching staff the University endeavours to achieve hundred percent transparency from them, in their delivering of responsibilities and duties.

DIARY OF EVENTS – At a Glance (2015-2016)

1. 22-04-2015 Visit of Former Ambassador to Saudi Arabia Mr. Talmiz Ahmad who spoke on the topic Four years after the Arab Spring.
2. 30-04-2015 AICTE approval accorded to B. Tech. (School of Comp. Sec. and Information Technology).
3. 13-05-2015 Prof. Khwaja M. Shahid, PVC, appointed as Vice-Chancellor In-charge.
4. 14-05-2015 ACSSEIP conducted a symposium on Dr. Ambedkar and Muslims on 125th Birth Anniversary of Dr. B. R. Ambedkar. The Chief Guest was Prof. Pradeep Nagorao Aglave, Director, Dept. of Ambedkar Thought, Nagpur University.
5. 21-06-2015 National Yoga Day Celebrations at Sports Complex, the guests of honour were: Dr. Ramakant Sahu, Mr. V. Prabhakar and Mr. Ram Avtar Tiwari.
6. 16-07-2015 Inauguration of Gymnasium at Girls Hostel by Prof. Khwaja M. Shahid, Vice-Chancellor I/c.
7. 27-07-2015 Eid Milap programme organized by MANUU EMCHS. The Chief Guest was Mr. Md. Mahmood Ali, Deputy Chief Minister of Telangana.
8. 29-07-2015 Condolence Meeting was held in remembrance of Former President of India and Visitor of the University Dr. A.P.J. Abdul Kalam.
9. 15-08-2015 Independence Day Celebrations: Prof. Khwaja M. Shahid, I/c Vice Chancellor hoisted the National Flag.
10. 24-08-2015 Workshop by MHRD, CWS and Social Work *Bridging Gender and Social Gaps in Higher Education*; the Chief Guest was Janab Abid Rasool Khan and Keynote Speaker was Prof. J. Tilak, Vice-Chancellor I/c, NUEPA, New Delhi.
11. 25-08-2015 Book Release of Dr. Zafar Gulzar's titled *Khursheed ul Islam, Ek Shaer, Ek Naqid*.
12. 02-10-2015 On Swachh Bharat Abhiyan, Prof. S. M. Rahmatullah, Registrar I/c delivered the message.
13. 10-10-2015 Inauguration of New Block of the VIP Guest House by Prof. Mohammad Miyan, Member UGC and former Vice-Chancellor, MANUU.
14. 20-10-2015 New Vice-Chancellor Dr. Mohammad Aslam Parvaiz took charge and addressed a programme organized by the Joint Action Committee formed by MANUUTA, Officers Association and MEWA.
15. 04-11-2015 Maulana Azad Day Celebrations 4th – 13th November, 2015. The celebrations started with Azad Walk for Harmony inaugurated by the city Police Commissioner, Mr. M. Mahender Reddy. Events such as Antakshari, Blood Donation Camp, Azad Logues, Elocution Competition, Quiz Competition, Inter School Cultural Programmes, Dastakari Mela were also held.
16. 13-11-2015 National Education Day was held at DDE Auditorium. Dr. Ahmad Kamal, Project Director, National Institute of Pharmaceutical Education and Research delivered a lecture.
17. 26-11-2015 Constitution Day Lecture on the topic Indian Constitution, Dr. B.R Ambedkar and Minorities was delivered by Prof. Kancha Ilaiah.
18. 07-12-2015 A Special Lecture on Islam and Tolerance was delivered by Shaykh Dr. Muhammad Bin Yahya Al-Ninowy, Atlanta Georgia, USA; it was jointly organized by MANUU and The Quran Foundation.
19. 15-12-2015 International Conference was held from 15 to 17 Dec. 2015 on Celestial Mechanics and Dynamical Astronomy by the Department of Mathematics. The Chief Guest was Prof. Somak Raychaudhury, Director, Inter University Centre for Astronomy and Astro-Physics, Pune.
20. 07-01-2016 A Special Guest Lecture Rise and Fall of Muslims in the Field of Science was delivered by Prof. Pervez Hoodbhoy, renowned scientist from Pakistan. Dr. Mohammad Aslam Parvaiz, Vice-Chancellor, MANUU was in the Chair.
21. 08-01-2016 Foundation Day Celebrations 2016. The Chief Guest Prof. Anwar Moazzam, Former Head, Dept. of Islamic Studies delivered a lecture on Maulana Azad's Idea of India. In the Chair was Dr. Mohammad Aslam Parvaiz, Vice-Chancellor, MANUU.

22. 21-01-2016 The Annual Research Study of H.K.Sherwani Centre for Deccan Studies, entitled *Trading Network of the Deccan* was released by eminent jurist and writer Janab A.G. Noorani and the Vice Chancellor, MANUU, Dr. Mohammad Aslam Parvaiz.
23. 21-01-2016 Mr.A.G.Noorani delivered a lecture on Relations between Delhi and Hyderabad 1947-1948 organized by H.K.Sherwani Centre for Deccan Studies.
24. 17-2-2016 17th and 18th February, 4th National Conference on Language, Literature and Social Influences and Counter Influences was organized by the Department of English. Prof. C. R. Visweswara Rao, Former Vice-Chancellor, Vikrama Simhapuri University was the Chief Guest; Prof. Panchanan Mohanty, Dean School of Humanities, University of Hyderabad was the keynote speaker. Valedictory address was delivered by Padma Shri Mohammed Ali Baig.
25. 01-02-2016 Dr. Shakeel Ahmad, Joint Secretary UGC joined as the fifth Registrar of MANUU.
26. 08-03-2016 International Women's Day was organized by the Centre for Women Studies Ms Soumya Mishra, IPS, Inspector General of Police, CID was the chief guest, and Ms. Syeda Falak, Karate Champion was the guest of honour.
27. 23-3-2016 A five day workshop was conducted by the Dept. of Mass Communication and Journalism.
28. 24-3-2016 Vice-Chancellor inaugurated MANUU's Urdu Website.

8. Plans of Institution for next year

The IQAC of the University projected following parameters towards quality enhancement:

- ✓ The IQAC strongly recommended implementation of CBCS at Undergraduate and Post-Graduate Level for all the Programmes offered by all the Departments of Studies of the University from the Academic Year 2017-18 as per UGC norms.
- ✓ To adopt CBCS and enable the faculty to understand and implement NAAC norms, IQAC recommended organisation of orientation lectures and training programmes.



Name: Prof Najmul Hasan

Signature of the Director, IQAC



Name: Dr Mohammad Aslam Parvaiz

Signature of the Chairperson, IQAC