

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

AQAR for the year (*for example 2013-14*)

2014-15

1. Details of the Institution

1.1 Name of the Institution

CH.S.D.ST.Theresa's Autonomous College for Women

1.2 Address Line 1

Gavaravaram

Address Line 2

Sanivarapupet Post

City/Town

ELURU

State

Andhra Pradesh

Pin Code

534003

Institution e-mail address

st_theresa2003@yahoo.co.in

Contact Nos.

08812-251210

Name of the Head of the Institution:

Dr. Sr. Mercy .P

Tel. No. with STD Code:

08812-250380

Mobile:

9491198365

Name of the IQAC Co-ordinator:

Dr. C. Satya Devi

Mobile:

9490826692

IQAC e-mail address:

iqacstc@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

13999

1.4 NAAC Executive Committee No. & Date:

EC/59/RAR/36,dt.21-4-2012

(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)

1.5 Website address:

www.chsd-theresacollege.net

Web-link of the AQAR:

www.chsd-theresacollege.net/AQAR2014-15.doc

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	82.5%	1998	5 years
2	2 nd Cycle	A	88.3%	2005	5 years
3	3 rd Cycle	A	3.43	2012	5 years

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

08/12/ 2003

1.8 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)

- i. AQAR 2011-12 (18/04/2012)
- ii. AQAR 2012-13 (14/11/2013)
- iii. AQAR 2013-14 (30/09/2014)
- iv. AQAR 2014-15 (07/10/2015)

1.9 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

Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

 Urban Rural Tribal

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

 Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

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

Autonomy by State/Central Govt. / University

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	<input type="text" value="9"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="2"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="2"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="2"/>
2.8 No. of other External Experts	<input type="text" value="2"/>
2.9 Total No. of members	<input type="text" value="23"/>
2.10 No. of IQAC meetings held	<input type="text" value="13"/>

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

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. International National
State Institution Level

(ii) Themes

1. The Challenges of Moving Ahead From Deprival to Dignity of Dalits.
2. Sustainable Future through Green Chemistry.
3. Recent Trends on Aquaculture for Sustainable Environment.
4. Differential Equations-Applications-Sciences.
5. Global Trends in Earth's Climate.
6. Nutritional Deficiencies in Childhood-Challenges and Future perspectives.
7. Cell Tower radiation and its impact on Human life.
8. Interview skills for smart Future.
9. Seven Billion Acts of Goodness.
10. ILETS -A passport to careers abroad.
11. Workshop on Soft Skills.
12. A Basic life support.
13. Career Guidance.
14. Smart Self Defence for Women.
15. Challenges of Emu farming in West Godavari District.
16. Knowledge Plaza – 2014.
17. Institutional Quality Assurance Parameters – Role of IQAC.

2.14 Significant Activities and contributions made by IQAC

- Inter Faith Forum
- STEP-UP – St.Theresa's Educational Programme for the Under Privileged
- Theresian Teacher Improvement Programmes
- Faculty Forums
- Model Classes for Junior Faculty
- National Seminars
- Workshops
- Community College
- HRD
- Eco-club
- Organic Farming
- Vermi Composting
- Herbal Garden.
- Rain Water Harvesting
- Bank of St.Theresa
- Co-operative Stores
- Solar Lamps on Campus
- IIFEP – Inter Institutional Faculty Enrichment Programme
- Solid Waste Management Project
- Aviary
- Snehaahar – Mid Day Meals for Deserving Students
- Snehitha Scholarships
- Student Parliament
- Joy of Giving
- Academic Audit

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 (Annexure-I)
<ul style="list-style-type: none"> • STEPUP – St.Theresa’s Educational Programme for the Under Privileged. • To launch Bachelor of Vocational and Community College Courses. • To improve Teacher Quality by encouraging participation in Seminars/ Workshops, Publications and Research work – TTIPS. • To start Eco-Club • Inter Faith Forum • Organic Farming • Joy of giving • IIFEP – Inter Institutional Faculty Enrichment Programme. • Strengthen student managed Bank of St.Theresa. • Co-operative Stores. 	<ul style="list-style-type: none"> ▪ Strengthened Community Orientation programmes. ▪ Two B.Voc.Courses at Degree level – Web Technology and Multimedia, Clinical and Aqua Lab Technology. ▪ Two Community College Diploma programs – Information Technology Enabled Services, Fashion Designing. ▪ Organizing and participation of teachers in Seminars and workshops . ▪ Observation classes for new staff members. ▪ Model classes for Junior Staff. ▪ Faculty Forums. ▪ SAP training programme for Staff. ▪ Photoshope classes. ▪ Yoga classes. ▪ Vehicle free day, separate bins for dry and wet waste on campus, vermicomposting, Aviary, Aquarium, Rain Water harvesting. ▪ College has organized inter faith forum in collaboration with 40 Italians, Brahma Kumaris and Jains. ▪ Azola Cultivation, herbal garden. ▪ In the wake of the devastating Hud Hud Cyclone that ravaged Visakhapatnam and Vizianagaram, the staff and students of our College responded effectively by coming forward to provide relief to the victims. ▪ Part of the Inter Institutional Faculty Enrichment Programme sponsored by AIACHE, New Delhi in collaboration with UBCHEA. ▪ This year the students managed Bank of the College and were able to take deposits of Rs.3 lakhs and the Bank provided loans of various kinds to students, support staff and lecturers. Long term loans are sanctioned to the students to buy cycles, pay College fees, buy books etc, and one day loans are given for various purposes. Together the Bank was able to do a business of more than 6 lakhs. ▪ It was started to impart accounting and marketing skills to III B.Com. students

<ul style="list-style-type: none"> • Solar Lamps on Campus. • Solid Waste Management Project. • Snehaahar – Mid Day Meals for Deserving Students. • Snehitha Scholarships. • Student Parliament. • College Open day - educate students of local Schools and Colleges about latest information through exhibitions, talks and awareness programmes. 	<ul style="list-style-type: none"> ▪ Energy conservation was practiced by using renewable energy sources that is solar lamps. ▪ Responding to the need of the present society and being conscious of the precarious environmental issues that threaten the very existence of our planet all the 570 final year students took up to study the solid waste management in Eluru Municipality. ▪ Theresian Alumnae Association launched a new program named SNEHAAR on 14th July, 2014 to serve Mid Day Meals to 60 deserving students. ▪ Theresian Alumnae Association-SNEHITHA SCHOLARSHIPS to 50 deserving students. ▪ Student Parliament was organized once in a month to address student related problems. ▪ College open day was organized in February 2014. Exhibitions, competitions and demonstrations by the College students show cased the latest information on various disciplines. It was attended by more than 1000 School students.
--	---

* Attach the Academic Calendar of the year as **Annexure-I**.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

All the recommendations were accepted and implemented.

Part – B

Criterion – I

1. 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				
PG	8		7	
UG	21	2	10	6
PG Diploma				
Advanced Diploma				
Diploma		2		
Certificate	23			
Others				
Total	52	4	17	6
Interdisciplinary	1			
Innovative	1			

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	28
Trimester	
Annual	

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

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure- II.*

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

Revision / Up gradation of syllabi is done in Boards of Studies and Academic Council.
Details are given in **Annexure -III**.

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

Dept. of Vocational courses, Community College.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
35				

2.2 No. of permanent faculty with Ph.D.

28

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
							51		51

2.4 No. of Guest and Visiting faculty and **Temporary faculty**:

78

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	68	170	25
Presented papers	25	100	4
Resource Persons	1	11	14

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

- ICT enabled teaching, e-class room teaching
- Student Projects
- Celebrating Energy Conservation Week, Nutrition Week, Breast Feeding Week, Hindi Week, National Science Day in nearby schools
- Demonstrations
- Extension of knowledge by conducting INSPIRE programme for Intermediate students
- Conducting NGPE Exam for graduates
- Paper submission and presentation of science based topics by students
- PPT presentations
- Seminars, Assignments, Group discussion, Quiz, Buzz and Mock Sessions
- Map pointing
- Survey method
- Organizing bank and Departmental stores
- Group dynamics,
- English practical's
- JAMS
- Student Centricism
- Visits and Field trips
- Internships
- Earn While You Learn programme
- Teaching grammar and spoken Hindi through pictures
- Continuous assessment
- Remedial teaching
- MANA TV Live Classes

2.7 Total No. of actual teaching days during this academic year 180

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 111 111 111

2.10 Average percentage of attendance of students 83%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B. Sc	346	30.9	79.2	13.0	--	91.2
B. Sc H.Sc	21	14.2	61.9	14.2	--	76.1
B.Com & BBM	106	21.6	66.0	27.3	4.7	98.1
B.A	62	16.1	67.7	22.5	--	98.1

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

- Teacher training programmes (TTIPS)
- Organising model classes
- Observation classes
- Through continuous feedback mechanism
- Surprise visits
- Informal interaction with students.
- Ward tutor system
- Student parliament
- Analysis of results
- Student quality circles

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	1
HRD programmes	
Orientation programmes	9
Faculty exchange programme	15
Staff training conducted by the university	2
Staff training conducted by other institutions	14
Summer / Winter schools, Workshops, etc.	13
Others	3

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	7	5	-	5
Technical Staff	1	-	-	2

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Major research project sponsored by DST on water analysis.
- INSPIRE Summer projects by students.
- Encouraging staff to apply for research projects.
- Support to unaided staff for research.
- Staff members give consultancy to Government College students.
- Consultancy to students of our college.
- Inculcating habit of writing research papers.
- Publication of journals Volume No.4 with ISBN number by staff and students .

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	2	2	1
Outlay in Rs. Lakhs		Rs.16,75,400/-	Rs.25,05,800/-	

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	4			4
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	5	10	
Non-Peer Review Journals	2		
e-Journals			
Conference proceedings	18	68	

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	2014-2015	DST	20,05,800	11,75,400
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	2014-2015	College	5,00,000	5,00,000
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total		2	Rs.25,05,800/-	Rs.16,75,400/-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

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	1	4	2		10
Sponsoring agencies	UGC ICSSR & AKNU	UGC, APPCB, ICDS, GMRVL	Dept. Of Animal Husbandry		

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	20,05,800	From Management of University/College	5,00,000
Total	25,05,800		

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
13	4	3	1		5	

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

1

3

3.19 No. of Ph.D. awarded by faculty from the Institution

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level 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 College forum
NCC NSS Any other

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

- ✓ Theresian Swatch Bharath Abhiyan
- ✓ Solid Waste Management Project by 570 III Year students.
- ✓ Adoption of local Government schools
- ✓ College open day
- ✓ Awareness Camps on HIV, Pollution Control, Nutrition, Importance of Breast feeding, Voter Enrolment
- ✓ Nutrition week in schools, anganwadies, Govt Hospital
- ✓ Human Rights
- ✓ Five NSS Special Camps
- ✓ Health Camps
- ✓ Blood donation camps
- ✓ Rallies
- ✓ Green Audit
- ✓ Tree plantation

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	24.4 Acres			24.4 Acres
Class rooms	70			70
Laboratories	40	2		42
Seminar Halls	4	1		5
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		103		103
Value of the equipment purchased during the year (Rs. in Lakhs)		95,94,222	UGC, Management	95,94,222
Others				

4.2 Computerization of administration and library

Yes

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	35550	13443128.76	922	179445.90	36472	13722574.76
Reference Books	56199		470		57031	
e-Books	13430438	39500.00	--	--	13430438	34191
Journals	78	58405.00	--	--	78	58405.00
e-Journals	6051	59396.00	--	--	6051	59396
Digital Database	--	--	--	--	--	--
CD & Video	541	79100.00	15	2400.00	556	81500.00
Others (specify)	89	4725.00	--	--	--	4725.00

4.4. Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	310	7	310	2	2	2	25	
Added	75	3	75	1			2	
Total	385	10	385	3	2	2	27	

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

- LAN
 - e- Governance
 - Internet Facility to all the departments

4.6 Amount spent on maintenance in lakhs :

i) ICT

41 Lakhs

ii) Campus Infrastructure and facilities

11.85 Lakhs

iii) Equipments

95.95 Lakhs

iv) Others

48.78 Lakhs

Total :

197.58 Lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Ward Tutor System.
- Student Parliament.
- Student Quality Circles.
- Community College.
- Snehitha Scholarships-for economically backward students.
- HRD.
- Canteen.
- Stationary.
- Printing Services.
- Internet Centre.
- Student managed College Bank with issue of loans and acceptance of deposits
- Student managed College co-operative stores
- Anti Ragging Campaign
- Field trips, Workshops And Seminars

5.2 Efforts made by the institution for tracking the progression

Every student's academic progression, health and behaviour is tracked by the concerned ward tutors and a record is maintained.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1893	258	-	-

(b) No. of students outside the state

30

(c) No. of international students

1

Men	No	%
	-	-

Women

No	%
2041	100

Last Year 2013-14						This Year 2014-15					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
514	555	34	1022	7	2125	504	547	28	1072	7	2041

Demand ratio: **1:1.5**

Dropout %: **10**

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

- Organisation of coaching classes for all competitive exams.
- College provides training for the Undergraduates in logical and analytical skills, to improve the confidence levels for every competitive non-mathematical graduates.
- Students are being trained for Mathematical Olympiad, which will be conducted by NBHM every year, and achieving remarkable ranks.
- Collaboration with NELTS of EFL University, District Collectorate, Career Info, Extension Lectures and Training programmes.
- Publication of **Best.COM Career Master** a monthly bulletin for helping students who are appearing competitive exams.
- The Commerce Lab is the hub of Commerce related documents, banking ledgers, letters, instruments etc.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Placement cell has been tied up with the institution **RACE** to provide coaching for competitive exams such as banks, railway recruitments, ICET, AUCET, ANUCET

No. of students benefitted

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
6	333	69	36

5.8 Details of gender sensitization programmes

- Guest lectures on different aspects of women empowerment
- Guest demonstrations about women entrepreneurial activities
- Theresian Women’s Day Celebrations
- Women’s equity day
- Dramatizations & Role plays on women’s issues by the students of different groups
- Personality Development/ Job Oriented Certificate Courses by the Subject Experts
- Research Project
- Demonstration of yoga
- Field Trip
- Competitions

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	91	Rs.3,70,110/-
Financial support from government	2209 Applied 1962 Sanctioned	Rs.1,21,73,076/-
Financial support from other sources	44	Rs.2,55,900/-
Number of students who received International/ National recognitions	2 INSPIRE, Central Scheme	Rs.1,60,000/-

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

- Theresian Swatch Bharat Abhiyan.
- Nutrition awareness programmes for women and school children in collaboration with NGO-World Vision.
- Awareness on the importance of breast milk for the infants and new born at government hospital and college with collaboration of ASRAM Medical college.
- Awareness programmes to anganwadi workers on Nutrition for preschoolers and concept of preschool education.
- Nutrition awareness programme for children of rag pickers.
- Pooled Assets for adopted NCLP School.
- Food Security Programme for aged.
- Medical camp at adopted slums.
- Nutrition assessment Programme for NCLP School Children.
- Joy of giving week-for Hud-Hud flood victims.

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Motto:

From Darkness to Light.

Our Vision:

To create personally mature, professionally equipped and service oriented integrated women leaders committed to excellence and trained on the lines of Gospel truths to become assets to the Community and Nation.

Mission Statement:

True to the Theresian Motto “From Darkness to Light” we strive to create integrated women leaders, empowered and committed to excellence, pro-active, innovative custodians of culture and heritage, channels of human values and lights of God’s transforming love.

6.2 Does the Institution has a management Information System

Yes – Details of every event organised is sent to IQAC mail and then uploaded to the College website.

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

6.3.1 Curriculum Development

- Syllabus is updated to be research and job oriented.
- Guest Lectures, Seminars and workshops are planned.
- Framing syllabus for B.voc, CALT with NOS specification
- Boards of studies, academic council, training given to the new staff members (TTIPS)

6.3.2 Teaching and Learning

- PPT presentations of all the topics are prepared , subject related videos are downloaded to be shown to the students.
- Question Bank Workshop
- ICT, Practical Learning.
- Faculty forum
- Assignments
- Project works
- Seminars
- Field trips
- Exhibitions
- Cottage stay
- Peer learning
- Skill up gradation through organic farming, vermi composting, Kitchen gardening, preparation of wealth from waste products etc
- Remedial coaching
- .Earn While You Learn

6.3.3 Examination and Evaluation

Examination is Semester End Examination with Continuous Assessment. For any degree program there are six Semesters Odd Semesters I, III & V in October and even Semesters II, IV & VI in April and year end practical Examination.

Evaluation System: Total: 100 Marks

- C.A. 50 Marks → I Periodical – 15, II Periodical – 15, Assignment – 15 and Attendance-5.
- Semester End – 50 Marks.

Wherever Practical Examination is there, the evaluation is same as above.

6.3.4 Research and Development

- The faculty have taken up 1 Major Projects and 9 Minor projects funded by UGC, New Delhi.
- Faculty have 24 publications in International Journals and 103 in National Journals.
- They have presented 60 papers at State, National and International Conferences and seminars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The Library is fully computerized using LIBMAN.
- Integrated Library management software developed by IITMS, Nagpur.
- The Library automation is completed at various levels such as Acquisition, Cataloguing, Circulation Serial Control, and other library house-keeping operations and networking.
- Circulation of books are done with using Barcode Technology.
- CD ROMs.
- Internet facility.
- Online Public Access Catalogue.
- CCTV coverage.
- Printing Service.
- Three Multimedia systems.
- Photocopy Service.
- Library networking services with INFLIBNET & Others.
- DELNET.

6.3.6 Human Resource Management

- Faculty forums
- Theresian Teacher Improvement Programme(TTIPS)
- Model classes for junior faculty members of less than 3 years service
- Seminars for staff members by eminent resource persons
- Games and competitions
- Training programmes for non teaching staff

6.3.7 Faculty and Staff recruitment

Faculty and staff recruitment is done as per the work load and need of the hour.

6.3.8 Industry Interaction / Collaboration

- V-Guard Stabilizer Unit ,Vijayrai
- EFFTRONICS, Vijayawada
- Style Lamp Industry, Bhimavaram
- Swaroop Food Industry, Eluru
- Field Trips, Internships in hospitals and industries
- Aqua Laboratories in W. G.Dt., Clinical labs
- SAP Training course
- GMR Foundation
- Department of Women and Child Welfare, ICDS
- Hotel Green Tree
- West Godavari District Telugu Writers Association
- City Central Library

6.3.9 Admission of Students

- Job oriented courses like B.Voc. and Diploma Courses.
- Placement drives.
- Value based curriculum.
- Innovative new UG courses.
- Orientation programmes at Plus Two level.
- Discipline.
- Maintaining institution's brand value.
- Upgradation of Technology.
- Innovative teaching methodologies.
- Student centric activities.
- Student support services.
- Human Resource development.

6.4 Welfare schemes for

Teaching	EPF, Staff Lounge
Non teaching	Loans
Students	Scholarships

6.5 Total corpus fund generated

Rs. 75,52,356/-

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	CCE	Yes	IQAC
Administrative	Yes	CCE	Yes	IQAC

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

For UG Programmes	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
For PG Programmes	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

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

1. Students feedback was taken on the open book examination. It was satisfactory.
2. Orientation was given to the newly admitted students in I Year.
3. Workshop and Seminars were conducted to get the new ideas on examination reforms. Question Bank was reintroduced after giving a orientation to the Staff, how to prepare a Question Bank, what is Blue Print, types of Objective Questions and the basic principles to follow while preparing an objective type of Question paper.

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

Not applicable

6.11 Activities and support from the Alumni Association

- Snehitha Scholarship
- Snehaahar- provision of lunch for needy students.
- Annual meetings.
- Honouring eminent alumnae

6.12 Activities and support from the Parent – Teacher Association

- One PTA every year for all the students, parents and staff
- SMS alert for absenteeism
- Frequent meetings with ward tutor
- Personal attention towards slow learners in the form of interaction with parents.

6.13 Development programmes for support staff

- Personality development programmes
- Issue of loans
- EPF, on-the job training, Computer training.

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

- Eco club members organized an inaugural programme and launched garbage disposal bins.
- Plastic free campus.
- No vehicle day on every first Saturday.
- Maintaining Vermicompost Units.
- Campus cleaning on every Wednesday and Thursday 7th Hour.
- Students and Staff actively involved in Swacha Bharat Campaign.
- Field visit to Industries and Polluted sites.
- Construction of Water harvesting structures in the campus – Drip Irrigation Units in the Campus, Organic farming.
- Green Audit.

Criterion – VII

7. Innovations and Best Practices

- STARS-St.Theresa Arogya Rakshitha Scheme
- Initiation of TSBA, project on Solid Waste Management
- Inter Faith Forum
- Joy of Giving
- Snehaahaar
- Snehitha scholarships
- Cottage stay by Home science students
- Bank of Theresa run by Commerce students
- Ethnic week celebrations
- Vocational courses
- Departmental store run by commerce students
- Departmental clubs
- Celebrating National Science Day by arranging an exhibition
- Providing expertise to the govt degree college students and consultancy
- Celebrating energy conservation week in collaboration with NREDCAP
- Knowledge extension programs
- Maintenance of vermin composting units, aquarium and aviary
- Azolla cultivation, herbal garden, gerbera cultivation, organic kitchen garden
- New certificate courses
- Work shop on income generating skills-painting, maggam work, jams and squashes, bakery items, mobile LPG cookery.

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

- Published one journal with ISSN number
- Three journals published with ISBN number
- Organisation of Snehitha programme by the Alumnae association
- Issue of scholarships by alumnae association
- Organisation of medical camps
- College open day for school children
- UGC B.Voc. courses
- Diploma courses for community college
- Increased number collaborative programmes
- Increased number of consultancies
- Enhanced research work and paper publications

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

- **STARS**-St.Theresa Arogya Rakshitha Scheme
- **TSBA**- Theresian Swatcha Bharat Abhiyan

**Provide the details in Annexure- IV*

7.4 Contribution to environmental awareness / protection

- Celebrating Energy Conservation week in collaboration with NREDCAP by conducting competitions like essay writing, PPT presentations related to energy issues.
- Arranging an exhibition on solar equipment
- Theresian Swatch Bharat Abhiyan
- Field Trips
- Eco club activities, plantation programmes
- Water conservation techniques in the college
- Organic farming
- Vermi composting
- Solid waste management
- Distribution of dustbins
- Sponsoring tricycle rickshaw to the adopted area for waste disposal
- Green audit
- Drip irrigation
- “Harmony in Nature” in HVPE classes

7.5 Whether environmental audit was conducted? Yes No

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

Strengths:

- Philosophy of education based on spiritual and human values.
- Gives importance to the development of empowered- integrated women leaders.
- Dedicated and efficient faculty committed to excellence.
- Eco friendly campus with excellent infrastructure.
- Thrust on smart class room and modern teaching – learning techniques.
- Compulsory job-oriented skill training and career guidance.
- Well coordinated student support mechanisms – student parliament, student quality circles, student health insurance coverage etc.
- Inter-institutional collaboration and industrial linkages.
- Well designed integrated curriculum, Choice Based Credit System and Diversified learning experiences.
- Healthy Campus life with discipline, yoga, sports and games, Personality Development Camp.
- Focus on all-round development with 5 NSS Units, NCC, Young Red Cross, Red Ribbon Club, AICUF, Rotaract, Women Empowerment Cell.
- Emboldened hands-on-experience, internships with student managed bank, co-operative store, earn-while you learn and entrepreneurship Development program.
- Robust Alumni support – student mid-day meal, scholarships.
- Strong – student mentoring and assessment of student progression.

Weaknesses:

- Curriculum is not yet in tune with industrial requirements.
- High percentage of unaided staff members.
- First generation learners and vernacular medium students.
- Non-availability of industries in the locality.
- Lack of enthusiasm and willingness from parents and students for placement.
- Lack of student exchange programs due to policy matters.

Opportunities:

- Freedom offered by 28 years of Autonomy.
- Brand name of the College and goodwill in Society.
- Collaboration with external entities.
- Student success and employability
- Online and virtual learning.

Threats/Challenges:

- To mould the first generation learners with rural background
- To face global challenges
- Fluency in English communication is yet to gain momentum
- Shift in the medium of instruction from Telugu to English is posing threat to majority of learners
- Curriculum updation to satisfy job requirement/industry.
- Financial burden to the Management due to fast depletion of Aided staff members.
- Making quality education affordable to the economically backward students.
- Lack of Day care Centre service for young mothers.

8. Plans of institution for next year

- Launch Kaushal Kendra.
- Anaemia Eradication Programme in the College.
- Strengthening the e-content development for class room teaching.
- Adoption of Government Schools.
- Introduction of SAP training programme
- Prizes for publication of research articles.
- Up gradation of digital library.
- Strengthen Industry- Institution interaction
- Training programme on soft skills.
- Increasing number of e- classrooms and e- Content
- Internships and placements
- On campus part time jobs
- Workshops, Seminars, Club and extension activities
- Personality development camps
- Leadership training camp
- Competitions
- Start self study courses and MOOCS to students.
- Bar coding of exam – answer paper.
- Upgradation of Exam Cell software.
- Review and strengthen CBCS from 2015-16 batch.
- JKC and other competitive skill training for all final years.
- Increase the Eco-friendly practices

Academic plan is given in Annexure - V

Name Dr.C.Satya Devi

Name : Dr.Sr.Mercy P. , Principal

Coordinator, IQAC

Chairperson, IQAC

ANNEXURE-I

Academic Calendar 2014-2015

JUNE 2014

JULY 2014

1 SUN		1 TUE	
2 MON		2 WED	Orientation for I Years
3 TUE		3 THU	
4 WED		4 FRI	
5 THU		5 SAT	College foundation day
6 FRI		6 SUN	
7 SAT		7 MON	
8 SUN	A.P.Formation Day	8 TUE	
9 MON		9 WED	
10 TUE		10 THU	
11 WED		11 FRI	World Population Day
12 THU		12 SAT	
13 FRI	College reopens for staff - Staff seminar	13 SUN	
14 SAT	Staff seminar	14 MON	Fresher's day
15 SUN		15 TUE	
16 MON	Orientation for Junior Staff	16 WED	
17 TUE	College reopens for II & III Years	17 THU	
18 WED	Payment of College fees – II & III Years	18 FRI	College Union Inauguration
19 THU	College reopens for I UG students	19 SAT	
20 FRI	College reopens for PG Students	20 SUN	
21 SAT	Anti Ragging counseling	21 MON	
22 SUN		22 TUE	
23 MON		23 WED	
24 TUE		24 THU	
25 WED		25 FRI	
26 THU		26 SAT	St. Ann's feast (HOLIDAY)
27 FRI		27 SUN	
28 SAT		28 MON	
29 SUN		29 TUE	
30 MON		30 WED	RAMAZAN (HOLIDAY)
		31 THU	

TOTAL NUMBER OF WORKING DAYS : 15

TOTAL NUMBER OF WORKING DAYS : 25

AUGUST 2014

SEPTEMBER 2014

1FRI		1 MON	
2SAT		2 TUE	
3SUN		3 WED	
4MON		4 THU	
5TUE		5 FRI	Teacher's Day
6WED		6 SAT	
7THU		7 SUN	
8FRI	VARALAKSHMI VRATAM (HOLIDAY)	8 MON	
9SAT	I Periodical Exam	9 TUE	
10 SUN		10 WED	II Periodical Exams
11 MON	I Periodical Exam	11 THU	II Periodical Exams
12 TUE	I Periodical Exam World Youth Day	12 FRI	II Periodical Exams
13WED	I Periodical Exam	13 SAT	II Periodical Exams
14THU	Project viva	14 SUN	
15FRI	INDEPENDENCE DAY(HOLIDAY)	15 MON	
16SAT		16 TUE	
17SUN		17 WED	
18MON	SRI KRISHNA JANMASTAMI(HOLIDAY)	18 THU	
19TUE		19 FRI	
20WED		20 SAT	
21THU		21 SUN	World Tourism Day
22FRI		22 MON	
23SAT		23 TUE	
24SUN		24 WED	
25MON		25 THU	
26TUE		26 FRI	
27WED		27 SAT	
28THU		28 SUN	
29FRI	VINAYAKA CHATHURDHI (HOLIDAY)	29 MON	
30SAT	Project rough draft submission	30 TUE	
31 SUN			

TOTAL NUMBER OF WORKING DAYS :22

TOTAL NUMBER OF WORKING DAYS : 26

OCTOBER 2014

NOVEMBER 2014

1WED	St. Theresa's Feast	1 SAT	
2THU	Gandhi Jayanthi & Lal Bahadur Sastry Jayanthi	2 SUN	
3 FRI	Vijayadasami	3 MON	
4 SAT		4 TUE	MOHARRAM (Holiday)
5 SUN		5 WED	
6 MON	Bakrid	6 THU	
7 TUE	I /III/V Semester End Exams	7 FRI	
8 WED	“	8 SAT	Project Viva
9 THU	“	9 SUN	
10FRI	“	10 MON	
11SAT	“	11 TUE	
12SUN		12 WED	
13MON	“	13 THU	
14TUE	“	14 FRI	Children's Day
15WED	“	15 SAT	
16THU	“	16 SUN	
17FRI	“	17 MON	
18SAT	NSS Camp Begins	18 TUE	
19SUN		19 WED	
20MON	I /III/V Supplementary Exams	20 THU	
21TUE		21 FRI	
22WED		22 SAT	
23THU	DIWALI (Holiday)	23 SUN	
24FRI	International UNO Day	24 MON	
25SAT		25 TUE	
26SUN		26 WED	
27MON	II/IV/VI Semester Begins	27 THU	
28TUE		28 FRI	
29WED		29 SAT	
30THU		30 SUN	
31FRI			

NUMBER OF WORKING DAYS:21

TOTAL NUMBER WORKING DAYS: 24

DECEMBER 2014

JANUARY 2015

1 MON	World Aids Day	1 THU	New Year Day
2 TUE	BOS Week	2 FRI	
3 WED	I Periodical Exams	3 SAT	Milad-un-Nabi (Holiday)
4 THU	I Periodical Exams	4 SUN	
5 FRI	I Periodical Exams	5 MON	
6 SAT	I Periodical Exams	6 TUE	
7 SUN		7 WED	
8 MON		8 THU	
9 TUE		9 FRI	
10 WED	Human Rights Day	10 SAT	
11 THU		11 SUN	
12 FRI		12 MON	National youth Day
13 SAT		13 TUE	Bhogi
14 SUN		14 WED	Makara Sankranthi
15 MON		15 THU	Kanuma
16 TUE		16 FRI	
17 WED		17 SAT	II Periodical Exams
18 THU		18 SUN	
19 FRI		19 MON	II Periodical Exams
20 SAT		20 TUE	II Periodical Exams
21 SUN		21 WED	II Periodical Exams
22 MON		22 THU	
23 TUE		23 FRI	
24 WED		24 SAT	
25 THU	Christmas (Holiday)	25 SUN	
26 FRI		26 MON	Republic Day
27 SAT		27 TUE	
28 SUN		28WED	
29 MON	College reopens after Christmas vacation	29THU	
30 TUE		30FRI	Martyr's Day
31WED		31 SAT	College Annual Day

TOTAL NUMBER OF WORKING DAYS : 22

TOTAL NUMBER OF WORKING DAYS : 17

FEBRUARY 2015

MARCH 2015

1 SUN	National Girl Child Day	1 SUN	
2 MON		2 MON	Practical Exams Begin
3 TUE		3 TUE	
4 WED		4 WED	
5 THU		5 THU	
6 FRI		6 FRI	Holi
7 SAT		7 SAT	
8 SUN		8 SUN	International Women's Day
9 MON		9 MON	
10 TUE		10 TUE	
11 WED		11 WED	
12 THU		12 THU	
13 FRI		13 FRI	
14 SAT		14 SAT	
15 SUN		15 SUN	Consumer's Day
16 MON		16 MON	
17 TUE	Mahasivaratri (Holiday)	17 TUE	
18 WED		18 WED	
19 THU		19 THU	II, IV, VI Semester End Exams
20 FRI		20 FRI	
21 SAT	Mother Enrichetta Feast	21 SAT	Ugadi (holiday)
22 SUN		22 SUN	World Water Day
23 MON		23 MON	
24 TUE		24 TUE	
25 WED	Union Valedictory	25 WED	
26 THU	Farewell	26 THU	
27 FRI		27 FRI	
28 SAT	National Science Day	28 SAT	Srirama Navami (Holiday)
		29 SUN	
		30 MON	
		31 TUE	

TOTAL NUMBER OF WORKING DAYS : 22

NUMBER WORKING DAYS : 23

APRIL 2015

MAY 2015

1WED	I, III, V Supplementary Exams Begin	1FRI	May Day
2THU		2SAT	
3 FRI	Good Friday (Holiday)	3SUN	
4 SAT		4MON	
5 SUN	Easter, Babu Jagajeevan Ram Jayanthi	5TUE	
6 MON		6WED	
7 TUE		7THU	
8 WED		8FRI	
9 THU		9SAT	
10FRI		10 SUN	
11SAT		11 MON	Instant Examination
12SUN		12 TUE	
13MON		13WED	
14TUE		14THU	
15WED	Ambedkar's Birthday	15FRI	
16THU		16SAT	
17FRI		17SUN	
18SAT		18MON	
19SUN		19TUE	
20MON		20WED	
21TUE		21THU	
22WED		22FRI	
23THU		23SAT	
24FRI		24SUN	
25SAT		25MON	
26SUN	UG Exams Result Declaration	26TUE	
27MON		27WED	
28TUE		28THU	
29WED		29FRI	
30THU		30SAT	
		31 SUN	

ANNEXURE-II
Feedback from stakeholders

ENTRY LEVEL QUESTIONNAIRE FOR STUDENTS

In today's fast paced life, every student is expected to learn more in a given period of time. In order to grasp the mental map of the students an "**Entry Level Expectations**" questionnaire is served to the students on the first day of their entry into the campus. The results would help the institution to match the teaching programme to the mental perception of the students. Availability of the right information at the right time is vital to effective decision making. The institution counts on the insights it gains from the interaction with the students and develops its input schedule given the course of study and makes valuable contribution to the students to propel their career in the right direction.

Underline any one answer which seems appropriate to you.

1. What motivated you to choose this institution for your Degree course?
(a) The Discipline and character formation (b) job-oriented teaching
(c) Security (d) purely women's College.

2. What made you select this particular course?
(a) To fulfill my aim (b) Interest in the subject
(c) Parents desire (d) Job-oriented

3. How do you expect your teachers to train and guide you?
(a) Impart knowledge & skill (b) Punctual and prepared
(c) Loving and committed (d) Liberal and permissive

4. What are your expectations from this Institution?
(a) Formation to be self-reliant (b) Be a good leader
(c) Get a good job (d) Become fluent in English

5. How will you make use of the various opportunities given to you in this institution for your all round development?
(a) Being punctual and Hard working (b) Participating in all activities
(c) Working hard towards my goal (d) All of the above

6. What type of teaching methodology do you prefer?
(a) Lecture method (b) Seminars, workshops and discussions
with more of student involvement
(c) Computer based learning (d) All of the above

7. Do you know what is autonomous system?
(a) Very well (b) Very little (c) Nothing at all

8. Are you prepared to follow the rules and regulations of the College.

Yes

No

ANNEXURE-II

Feedback from stakeholders

EXIT LEVEL QUESTIONNAIRE FOR STUDENTS

“Re-ignite the passion for Excellence”

“When an institution is given the required freedom and support to do the job efficiently, and is appreciated for the good work, valued and encouraged to grow professionally it becomes all the more committed to perform well and gain satisfaction from it”

Restructuring the curriculum becomes imperative to make education more fulfilling, satisfying and interesting. An institutions success lies not in its comfort zone but in its initiative to be creative and effective in rediscovering the needs and the aspirations of the students that enter into the institution. New attempts are to be made to widen the knowledge and skills base.

The autonomous system gears all the stakeholders to make a concerted effort to keep the education system competitive by providing the students focused curriculum, right training opportunities, challenging study atmosphere to be efficient and effective persons which inculcates in them *work smart style* approach to acquire the in depth knowledge.

Gaining clarity of the expectations of the students gives the institution proper focus for improving its existing practices and enhancing its working efficiency. To this end the COLLEGE takes the feedback from the students at the exit level.

1. To what extent has the curriculum help you to enrich your knowledge and reach your goal?
a. Excellent b. Very good c. Good d. Average
2. Grade your level of confidence to face competitive exams and interviews with the training given in the College?
a. Excellent b. Very good c. Good d. Average
3. How far have you become competent in the use of English Language?
a. Excellent b. Very good c. Good d. Average
4. Rate the quality of teaching in the College?
a. Excellent b. Very good c. Good d. Average
5. The use of audio visual aids, information and communication technology in teaching-learning?
a. Excellent b. Very good c. Good d. Average
6. To what extent your teachers understood your problems emotional/Academic/personal and give you satisfactorily help?
a. Excellent b. Very good c. Good d. Average
7. Your participation in extra curricular activities during your three years?
a. Excellent b. Very good c. Good d. Average
8. How far have the NSS/NCC/Rotaract/AICUF/Women’s Cell help you to reach out to society?
a. Excellent b. Very good c. Good d. Average
9. The teachers role in your participation in your extra-curricular activities?
a. Excellent b. Very good c. Good d. Average

10. Your level of satisfaction with the activities undertaken in the College to actualize your expectations?
a. Excellent b. Very good c. Good d. Average
11. How do you rate your three years study in this institution?
a. Excellent b. Very good c. Good d. Average
12. To what extent has the daily prayer at the assembly and other training programs helped you to enrich your attitude towards life?
a. Excellent b. Very good c. Good d. Average
13. Are the infrastructural facilities available in the College adequate to promote your learning experience?
a. Excellent b. Very good c. Good d. Average
14. Rate the access to facility of the Library?
a. Excellent b. Very good c. Good d. Average
15. Rate the overall satisfaction level being a Theresian?
a. Excellent b. Very good c. Good d. Average

Note: a – Excellent – above 90%; b – Good – 80-90%; c – Average – 70-80%; d – Poor – below 70%

ANNEXURE-II
Feedback from Parents
Parent Evaluation of the Institution

Put a (√) mark against the appropriate answer

1. What motivated you to choose this College for your daughter's education?
 - a) The discipline and character formation
 - b) Job oriented teaching
 - b) Reputation of the College for it's infrastructure
 - d) Purely Women's College

2. Are you aware of the admission process and fee structure of the courses offered by the college at the beginning of the year?
 - a) Yes
 - b) No

3. Are you aware of the Hostel facilities provided in the campus?
 - a) Yes
 - b) No

4. How do you rate the quality of teaching in the College?
 - a) Very Good
 - b) Good
 - c) Average
 - d) Satisfactory

5. Is the information regarding the activities of the College communicated to you by your daughter.
 - a) always
 - b) mostly yes
 - c) rarely
 - d) not at all

6. Do you feel that your child is given opportunities for all-round development?
 - a) Yes
 - b) No

7. What is the extent of teacher's contribution in your daughter's development and formation.
 - a) Very helpful
 - b) helpful
 - c) sometimes helpful
 - d) not at all helpful

8. To what extent the extra curricular activities like sports/ games/ NCC/ NSS/ Rotaract/ AICUF help your daughter to develop her soft skills.
 - a) Very helpful
 - b) helpful
 - c) sometimes helpful
 - d) not at all helpful

9. Rate the discipline maintained in the campus regarding:

	Very good	Good	Average	Satisfactory
I. Uniform				
II. Punctuality/Regularity				
III. Respect for elders				

10. How do you rate the infrastructural and other facilities of learning in the College?
 - a) Excellent
 - b) Very Good
 - c) Good
 - d) Average

11. Is the safety and security of the students guaranteed in the College?
 - a) Yes
 - b) No

12. Suggestions for the quality enhancement of the Institution.

ANNEXURE-III

Minutes of the Academic Council Meeting 2014-15

I. Pryaer & Welcome:

The Academic Council commenced on 14.03.2015 at 10 a.m. with a prayer led by Dr.Sr.Marietta D' Mello, Lecturer in Psychology and former Provincial of the South Indian Province of the Sisters of St. Ann. Rev.Sr.Ursula, the Superior and Correspondent accorded a warm welcome to all the members of the Academic Council – the University Representatives Dr.Y.Srinivas Rao, Dr.K.S.Ramesh, Dr.B.Kezia Rani; the Management nominees, the Management representatives, the subject experts, special invitees and student representatives.

II. Report of the Academic activities of 2014-15:

Dr.Sr.Mercy P, the Principal presented a brief report of the activities of the academic year 2014-15.

III. Ratification of Results:

Mrs.E.Rajyalakshmi, the Additional Controller of Examinations presented the results of the academic year 2013-14 and requested for its ratification. The result was ratified by the members.

IV. Ratification of the Boards of Studies Resolutions:

Dr.Sr.Mercy P, the Principal invited the Chairperson of each Boards of Studies to present the resolutions that evolved in their respective Boards of Studies. The Board approved the syllabus and ratified the resolutions after brief discussion and clarification. Some of the points that emerged in the discussion are as follows:

1. Dr.K.S.Ramesh opined that comparison of our syllabus with that of the Common Core does not seem valid in the present situation, instead it can be compared to that of the affiliating University.
2. The inclusion of the Paper “Cultural Tourism in History” was appreciated by the University Nominees.
3. CA G.Srikanth, the Management nominee asked clarification about the practical component that was passed in the 2013-14 Academic Council. Dr.C.Satya Devi the Board of Studies Chairperson in Commerce ensured that it would be introduced to the final years from 2015-16 onwards.
4. Concerning the changes made in Statistics a lot of discussion took place and Sr.Kulrekha Mudartha, Principal, Maris Stella Autonomous College, Vijayawada expressed that the changes were for the better.

5. The inclusion of the topic on 'Kolleru lake' in Botany and Zoology was appreciated by the University representatives.
6. The inclusion of Summer internship for I and II Years in various subjects were discussed by the members and appreciated by all.
7. The resolutions of the Boards of Studies of Foundation Courses was a topic of debate between the members. Dr.K.S.Ramesh and others were of the opinion that the idea of offering "Human Values and Professional Ethics" in Semester I, Contemporary India in Semester II, Environmental Studies (ES) in Semester III Science Technology and Development (STD) in Semester IV was a burden for the students. The affiliating University ANUR has given up Environmental Studies and STD by including these topics in other subjects. However since the Supreme Court had insisted the study of Environmental Studies in all UG Courses, it was opined that we retain ES and give up STD. More over ES has been made compulsory in Intermediate. Hence from 2016-17 batch the present ES topics might be a repetition at the Degree level. Dr.Kezia Rani opposed the idea of giving up STD. Hence it was decided that Life Coping Skills be included in the Values and Ethics paper offered by ANUR and finalize on the general plan of Foundation Courses after further discussion.

V. Proposal for Self Study Courses:

Mrs.E.Rajyalakshmi moved the proposal for offering Self Study Courses either as add-on or Core paper from the academic year 2015-16. The proposal was appreciated. Dr.Y.Srinivas Rao and Mr.G.Srikanth suggested that some mid term assessment or course correction would help in increasing the course completion rate. It was resolved to offer self study courses from the next academic year onwards.

VI. Ratification of the B.Voc Course Resolutions:

The resolutions of the UGC funded B.Voc Courses namely Clinical and Aqua Lab Technology and Web Technology and Multimedia were presented by Mrs.A.Padmavathi and Mrs.B.Annapurna. It was ratified by the members.

VII. Information regarding KAUSHAL KENDRA:

Principal informed the house that the College has submitted a proposal for the UGC funded KAUSHAL Kendra. Four Courses have been proposed namely:

Diploma:	:	Office Secretary
B.Voc.	:	Accounting & Auditing
M.Voc.	:	Tax Consultant & Financial Manager
M.Voc.	:	Nutritionist & Dietician

VIII. Any other:

a) Credit Transfer:

Mrs.Mary Kambam, member of Examination Committee moved the proposal for Credit transfer for students who complete part of the course/paper in any industry/institution with prior approval of the Curriculum Development Committee of the College. After discussion and clarification “It was resolved to allow Credit transfer”.

b) Semester-wise Practical Exams:

Till now the Practical Exams are being conducted at the year end. The proposal to have practical examinations after each Semester was appreciated by the Staff as well as the External members.

“It was resolved to have Practical Examinations at the end of Every Semester”.

c) Issue of Consolidated Marks Statement:

Mrs.E.Rajyalakshmi proposed that the College be permitted to issue, Consolidated Marks Statement without attestation by the University as it is in practice at the Nagarjuna, Krishna and other Universities since a long time. Dr.K.S.Ramesh advised to submit a request to the Registrar, Adikavi Nannaya University, Rajahmundry.

d) New Awards:

The house was informed about the new award instituted in the year 2014-15.

IX. Suggestions from the House:

Sr.Kulrekha suggested to the Social Work Department to organize an exhibition of State level NGOs to facilitate development of good attitude, social awareness and service mindedness among the student community.

All the members were highly appreciative of the innovations planned in Curriculum.

X. Voice of the Student Representatives:

The student representatives expressed their joy in being part of the Academic Council. Ms.P.Rachel the College UG Union President of the year specifically mentioned about the Career guidance, JKC and Placement initiatives and requested more time for these training. Ms.Joyce Kalyani, the Union Secretary pointed out the advantages of leadership training programs, self study courses and internships.

Dr.Srinivasa Rao and others appreciated that the current placement rate was good at 20%. But advised to focus on increasing the rate further long discussion followed concerning the mindsets of students and parents regarding placements. Dr.K.L.Saraswathi Devi, the Placement Officer quoted her experiences in this regard.

XI. Vote of Thanks:

The Academic Council meeting was concluded with voicing of gratitude to one and all by Mrs.E.Rajyalakshmi, the Additional Controller of Examinations.

ANNEXURE-IV
BEST PRACTICES-i - TSBA

1. **Title of the practice:** THERESIAN SWATH BHARAT ABHIYAN (TSBA)
2. **The context that required the initiation of the Practice:** In Municipality and the villages surrounding the College irresponsible solid waste disposal creates havoc and poses great threat to the safety and protection of the environment. The soil, water and air pollution creates irreparable damage to the environment yet no one assumes social responsibility.
The clarion call of the honourable Prime Minister of India Sri Narendra Modi for “Swatch Bharat Abhiyan, on 2nd October, 2014. strengthened the resolve of the Theresians to be champions of clean and green society and environment. Shouldering social responsibility to make our neighboured clean and find sustainable methods to create this awareness, the students under the guidance of the staff initiated the TSBN in October, 2014.
3. **Objectives of the practice:**
 - To develop social responsibility in the students towards creating a clean and safe environment.
 - To spread the awareness of the havoc created by irresponsible solid waste management.
 - To promote safe handling and Management of Solid Waste and prevent damage to the environment.
 - To help and build clean and green communities and societies by adopting local habitations/villages and by developing it by involving local people and leaders.
4. **The Practice:** The final year Degree students, totalling to above 570 took up a project to study the existing practice of solid waste management in Eluru Municipality in collaboration with the Municipal officers, health and sanitary workers. At the end of the study, in October 2014 the Theresian Swatch Bharat Abhiyan (TSBA) was formally inaugurated with a Mega awareness campaign conducted in all the wards of the municipality, local schools and every street corners. Tree plantation, rally, Sramdhan and competitions being components of this campaign.
Adoption of a village every year, mobilization of local leaders and service minded citizens to collaborate in making the selected area a clean model village at the gross root level function of TSBA. Formation of a Voluntary Committee to supervise the activities and plans, segregation of dry and wet waste at home, door to door collection of solid waste and its safe disposal, plantation and care of shady trees and ornamental plants along the whole village, construction of good roads, prevention of dumping the waste in vacant lands and other similar activities, solar lighting of the streets are the activities being carried out.
5. **Obstacles faced if any and strategies adopted to overcome:**
Safe disposal of solid waste is a problem encountered as the municipality has not provided space/provision to effectively dispose or utilize the waste. The biggest challenge faced by TSBA is to effectively communicate the urgency of the problem regarding environmental protection upto the authorities who make legislation and percolate it to the gross root level.
6. **Impact of the practice:**
There was a very highly positive response from the public. All the families of the adopted area got involved in planning and executing the activities for ensuring a sustainable system to protect their environment. Seeing the change produced there many other villages have come forward asking the College to take up their villages. Many philanthropists also came forward to work for the cause of environment protection.
7. **Resources required:** Cooperation from local people and leaders, human labour, financial support, safe waste disposal units, equipment for house to house waste collection, solar lights, tree guards.

i. Name of the Institution: CH.S.D.ST.Theresa's Autonomous College for Women, Eluru

ii. Year of Accreditation and iv. Grade Awarded by NAAC

1 st Cycle	A	82.5%	1998	5 years
2 nd Cycle	A	88.3%	2005	5 years
3 rd Cycle	A	3.43	2012	5 years

iii. Address: Gavaravaram, Sanivarapupet Post, ELURU-534 003. Andhra Pradesh.

v. E.mail: chsdtheresa@gmail.com

vi. Contact Person for further details:

Dr. Sr. Mercy .P
Principal
08812-250380
9491198365

vii. College Website: www.chsd-theresacollege.net

ANNEXURE-IV
BEST PRACTICES –ii - STARS

1. **Title of the practice:** ST.THERESA’S AROGYA RAKSHITA SCHEME (STARS)
2. **The context that required the initiation of the Practice:** Health is the primary concern for any individual. It is more so for the students because being absent due to ill-health may affect their academic performance. Hence a medical insurance in the college for the students would help them to overcome the barriers of ill-health. As a part of the program, the needy would be eligible to use the MEDICAL BENEFITS especially the financially weak students.
3. **Objectives of the practice:** In order to provide short term medical cover to the students, the college has taken the initiative to introduce an Insurance Scheme named ST.THERESA’S AROGYA RAKSHITA SCHEME (STARS). The objectives of the practice are as follows:
 - To increase access to quality basic healthcare for financially weak students.
 - To directly create awareness about diseases and malnutrition among students.
 - To lower absenteeism among students due to ill-health.
 - To build sustainable medical amenity in the campus.
4. **The Practice:** The medical cover is limited only to the students of Ch.S.D.St.Theresa’s College as long as they are studying in the campus. The scheme includes Health screening, identification of over or under nutrition among the students, Health and Nutrition education awareness programs, correction of deficiencies if any and partial reimbursement of medical expenses for hospitalization for financially backward students.
5. **Obstacles faced if any and strategies adopted to overcome:**
 - The medical coverage may not be enough to sufficiently cover the medical cost in serious conditions.
 - Many students health insurance policies exclude coverage for medical conditions that exist prior to the inception of the coverage. This is commonly referred to as a “pre-existing condition” exclusion. Common exclusions include: psychiatric care, prescription medicines etc.
 - Lack of awareness among the students about the benefits of medical insurance.
 - Negligence about health and malnutrition among women students are factors of concern which cannot be dealt by merely providing them with medical insurance.The strategies which are adopted in order to overcome these obstacles are creating an awareness about different health issues by ways of seminars, guest lectures, conducting periodical checkups etc.
6. **Impact of the practice:**

STARS represents an insurance group. Health care reform efforts need to take into account the special needs of adolescents and the challenges they face in accessing care that go beyond financial barriers to care. STARS have been shown to provide a convenient and acceptable source of care, as well as offering the opportunity to provide preventive and primary care services. This practice will surely benefit the students in long run as they would become more conscious about their health.
7. **Resources required:** In-House Doctors, Health Consultants, Dietician, frequent health check up camps, medicines.

i. Name of the Institution: CH.S.D.ST.Theresa's Autonomous College for Women, Eluru

ii. Year of Accreditation and iv. Grade Awarded by NAAC

1 st Cycle	A	82.5%	1998	5 years
2 nd Cycle	A	88.3%	2005	5 years
3 rd Cycle	A	3.43	2012	5 years

iii. Address: Gavaravaram, Sanivarapupet Post, ELURU-534 003. Andhra Pradesh.

v. E.mail: chsdtheresa@gmail.com

vi. Contact Person for further details:

Dr. Sr. Mercy .P
Principal
08812-250380
9491198365

vii. College Website: www.chsd-theresacollege.net

ANEXURE-V

Academic Plan for the year 2015-2016

JUNE 2015

DAY	DATE	STUDENT-RELATED ACTIVITIES	ADMINISTRATIVE ACTIVITIES
MON	1		Support Staff Seminar
TUE	2		
WED	3		
THU	4		Staff Seminar
FRI	5	College begins for II and III Years UG students.	World Environment day
SAT	6	Project finalization	
SUN	7		
MON	8	Anti ragging counseling A.P. Formation day	
TUE	9		
WED	10		
THU	11		IQAC meeting
FRI	12		Staff Council meeting
SAT	13		Result analysis
SUN	14	World Blood Donors day	
MON	15		
TUE	16		
WED	17		
THU	18	College commences for UG I Year Orientation for I Years	Parents Meet.
FRI	19	Orientation for I Years	
SAT	20	Anti ragging sensitization programme – I years	
SUN	21	International Day of Yoga.	
MON	22	Spoken English – Crash Course - 22 nd to 30 th .	
TUE	23		
WED	24		
THU	25		
FRI	26		Last date for payment of College fees II & III years.
SAT	27	Fresher's day	
SUN	28		
MON	29	Statistics Day, College Union Elections	Accepting State Best teachers award proposal
TUE	30		Submission of individual performance appraisal

JULY 2015

DAY	DATE	STUDENT-RELATED ACTIVITIES	ADMINISTRATIVE ACTIVITIES
WED	1	Selection of Class representatives. Classes commences for PG II Years.	
THU	2	Holy Mass	
FRI	3		IQAC meeting
SAT	4	Alluri Sita Rama Raju birthday	Staff Council meeting
SUN	5	Foundation Day	
MON	6	Union Inaugural	
TUE	7		
WED	8	Tree Plantation day	
THU	9		
FRI	10		Student Parliament
SAT	11	World Population day	
SUN	12		
MON	13		
TUE	14		
WED	15		
THU	16		
FRI	17		
SAT	18	Ramzan	
SUN	19		
MON	20		
TUE	21		
WED	22		
THU	23		
FRI	24		
SAT	25	St. Ann's Feast (26 th)	
SUN	26		
MON	27		
TUE	28		
WED	29		
THU	30		Finalizing I Year list - NSS, NCC etc.
FRI	31		

AUGUST 2015

DAY	DATE	STUDENT-RELATED ACTIVITIES	ADMINISTRATIVE ACTIVITIES
SAT	1	Breast Feeding Week	
SUN	2		
MON	3	Submission of scholarship renewal forms to ward tutor	
TUE	4		
WED	5	I Periodical exams	
THU	6	I Periodical exams	
FRI	7	I Periodical exams	IQAC meeting
SAT	8	I Periodical exams	Staff Council meeting
SUN	9		
MON	10		
TUE	11		
WED	12		
THU	13		
FRI	14	World Youth Day	
SAT	15	Independence Day	
SUN	16		
MON	17		
TUE	18		
WED	19		
THU	20		
FRI	21		
SAT	22		
SUN	23		
MON	24	Leadership Training Camp	
TUE	25	Leadership Training Camp	
WED	26	I,II,III Years Assignment submission. Equity day celebrations.	Student Parliament
THU	27	III Years Project rough submission	
FRI	28	Varalakshmi Vratam	
SAT	29		
SUN	30		
MON	31		Payment of Exam fees without fine

SEPTEMBER 2015

DAY	DATE	STUDENT-RELATED ACTIVITIES	ADMINISTRATIVE ACTIVITIES
TUE	1	Nutrition week	
WED	2		
THU	3		
FRI	4		IQAC meeting
SAT	5	Teacher's day	
SUN	6		
MON	7	II Periodical exams.	Payment of Exam fees with fine
TUE	8	II Periodical exams.	Staff Council meeting
WED	9	II Periodical exams.	
THU	10	II Periodical exams.	
FRI	11		
SAT	12		
SUN	13		
MON	14		Submission of Sem. Exam. applications
TUE	15	International Literacy Day	
WED	16	International preservation of Ozone layer.	
THU	17	Vinayaka Chaturdhi	
FRI	18		
SAT	19		
SUN	20		
MON	21	International day of Peace World Tourism day (27 th)	
TUE	22	Hindi Diwas	
WED	23		
THU	24	N.S.S. Day	
FRI	25	Bakrid	
SAT	26		Student Parliament
SUN	27		
MON	28		Issue of Hall tickets
TUE	29	World Heart Day	Issue of Hall tickets
WED	30	Practical Exams for I Years	Issue of Hall tickets

OCTOBER 2015

DAY	DATE	STUDENT-RELATED ACTIVITIES	ADMINISTRATIVE ACTIVITIES
THU	1	St. Theresa's Feast; Blood donation day Practical Exams for I Years	
FRI	2	Gandhi Jayanthi & Lal Bahadur Sastry Jayanthi	
SAT	3		
SUN	4	World Animal Welfare day	
MON	5		
TUE	6	Study holidays	
WED	7	Study holidays	
THU	8	Study holidays	
FRI	9	Study holidays	IQAC meeting
SAT	10	I/III/V Semester Exams	
SUN	11		
MON	12	I/III/V Semester Exams	Staff Council meeting
TUE	13	I/III/V Semester Exams	
WED	14	I/III/V Semester Exams	
THU	15	I/III/V Semester Exams	
FRI	16	I/III/V Semester Exams	
SAT	17	I/III/V Semester Exams	
SUN	18		
MON	19	I/III/V Semester Exams	
TUE	20		
WED	21	Durgastami, Maharnavami	
THU	22	Vijayadasami	
FRI	23		Spot valuation
SAT	24	Moharam	Spot valuation
SUN	25		Spot valuation
MON	26	II/IV/VI Sem commences	PD Camp/Spot valuation
TUE	27	PD Camp/NSS camp	PD Camp
WED	28	Carlo Memorial lecture	PD Camp
THU	29		
FRI	30		
SAT	31	National Integration day Mission Fete	

NOVEMBER 2015

DAY	DATE	STUDENT-RELATED ACTIVITIES	ADMINISTRATIVE ACTIVITIES
SUN	1		
MON	2		Academic Festival submission
TUE	3		
WED	4		
THU	5		
FRI	6		IQAC meeting
SAT	7	Project Viva	Staff Council meeting
SUN	8		
MON	9		
TUE	10	National Education Day	
WED	11	Deepavali	
THU	12		
FRI	13		
SAT	14	National Library week	Children day, NCLP Schools
SUN	15	World Diabetes day	
MON	16	Ethnic week	Review of Question papers Semester Exam results
TUE	17	Placement drives, Special training	
WED	18		
THU	19	Communal Harmony Week	
FRI	20	Youth Festival - Cultural	
SAT	21	Youth Festival - Cultural	
SUN	22	NCC Day	
MON	23		
TUE	24	Assignments & Seminars I,II,III Years	
WED	25	Joy of giving week	
THU	26		
FRI	27	College Open day	
SAT	28		Student Parliament
SUN	29		
MON	30		

DECEMBER 2015

DAY	DATE	STUDENT-RELATED ACTIVITIES	ADMINISTRATIVE ACTIVITIES
TUE	1	World AIDS day	
WED	2	I Periodical exams	
THU	3	I Periodical exams	
FRI	4	I Periodical exams	IQAC meeting
SAT	5	I Periodical exams	Staff Council meeting
SUN	6		
MON	7		
TUE	8		
WED	9		
THU	10	Human Rights day	
FRI	11		
SAT	12		
SUN	13		
MON	14	Conservation of energy week	
TUE	15	National Mathematics day celebrations	
WED	16		
THU	17		
FRI	18		
SAT	19		
SUN	20		
MON	21		
TUE	22		Student Parliament
WED	23	Placement Drive training	
THU	24	Milad-un-nabi Consumers day	
FRI	25	Christmas	
SAT	26	Christmas Holidays	
SUN	27	Christmas Holidays	
MON	28	College reopens after Christmas vacation	
TUE	29		
WED	30		
THU	31		

JANUARY 2016

DAY	DATE	STUDENT-RELATED ACTIVITIES	ADMINISTRATIVE ACTIVITIES
FRI	1	New Year day	
SAT	2		BOS Week
SUN	3		
MON	4		
TUE	5	Computer project rough draft submission	
WED	6		
THU	7		
FRI	8		IQAC meeting
SAT	9		
SUN	10		
MON	11		Staff Council meeting
TUE	12	National Youth day	
WED	13	Bhogi	
THU	14	Makara Sankranthi	
FRI	15	Kanuma	
SAT	16		
SUN	17		
MON	18	II Periodical exams	
TUE	19	II Periodical exams	
WED	20	II Periodical exams	
THU	21	II Periodical exams	
FRI	22		Payment of Exam fees without fine
SAT	23		
SUN	24		
MON	25	Voters Day	
TUE	26	Republic Day	
WED	27		
THU	28		Student Parliament
FRI	29		
SAT	30	College Day	
SUN	31	Street Children's day	

FEBRUARY 2016

DAY	DATE	STUDENT-RELATED ACTIVITIES	ADMINISTRATIVE ACTIVITIES
MON	1	National Girl Child Day	Revision
TUE	2		Payment of Exam fees with fine
WED	3		Finance Committee meeting
THU	4		
FRI	5		IQAC meeting
SAT	6		Staff Council meeting Last date for payment of Exam fee with fine
SUN	7		
MON	8		
TUE	9		
WED	10		
THU	11		
FRI	12		
SAT	13		Academic Council meeting
SUN	14		
MON	15		
TUE	16		
WED	17		
THU	18		
FRI	19		Job Fairs & Campus Drive
SAT	20	Mathru Bhasha Diwas (21 st)	
SUN	21	Mother Enrichetta Feast	
MON	22	National Science Week	
TUE	23		
WED	24		
THU	25		Student Parliament
FRI	26	Valedictory	
SAT	27	Farewell	
SUN	28		
MON	29	Commencement of Practical exams	Issue of Hall tickets

MARCH 2016

DAY	DATE	STUDENT-RELATED ACTIVITIES	ADMINISTRATIVE ACTIVITIES
TUE	1	Practical exams	
WED	2	Practical exams	
THU	3	Practical exams	
FRI	4	Practical exams	IQAC meeting
SAT	5	Practical exams	Staff Council meeting
SUN	6	Practical exams	
MON	7	Practical exams	
TUE	8	Mahasivarathri International Women's Day	
WED	9	Practical exams	
THU	10	Practical exams	
FRI	11		
SAT	12		
SUN	13		
MON	14		Stock verification
TUE	15		
WED	16		
THU	17		
FRI	18	II/IV/VI Semester Exams	
SAT	19		
SUN	20		
MON	21		
TUE	22	World Water Day	
WED	23	Holi	
THU	24		
FRI	25	Good Friday	
SAT	26		
SUN	27	Easter	
MON	28		
TUE	29		
WED	30		
THU	31		

APRIL 2016

DAY	DATE	STUDENT-RELATED ACTIVITIES	ADMINISTRATIVE ACTIVITIES
FRI	1	II/IV/VI Supplementary Exams	IQAC meeting
SAT	2	Spot valuation commences	Staff Council meeting
SUN	3		
MON	4		
TUE	5	Babu Jagajeevanram Birthday	
WED	6		
THU	7		
FRI	8	Ugadi	
SAT	9		
SUN	10		
MON	11		
TUE	12		
WED	13		
THU	14	Ambedkar Jayanthi	
FRI	15	Sri Rama Navami	
SAT	16		
SUN	17		
MON	18		
TUE	19	Mahavira Jayanthi	
WED	20		
THU	21		
FRI	22		
SAT	23		
SUN	24		
MON	25		
TUE	26		
WED	27	Result Declaration Day	
THU	28		
FRI	29		
SAT	30		

MAY 2016

DAY	DATE	STUDENT-RELATED ACTIVITIES	ADMINISTRATIVE ACTIVITIES
SUN	1	May Day	
MON	2		
TUE	3		
WED	4		
THU	5		
FRI	6		
SAT	7		
SUN	8		
MON	9		
TUE	10	Advanced Supplementary	
WED	11		
THU	12		
FRI	13		
SAT	14		
SUN	15		
MON	16		
TUE	17		
WED	18		
THU	19		
FRI	20		
SAT	21		
SUN	22		
MON	23		
TUE	24		
WED	25		
THU	26		
FRI	27		
SAT	28		
SUN	29		
MON	30		
TUE	31		