



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution

BADRUKA COLLEGE OF COMMERCE AND ARTS

- Name of the Head of the institution **Dr .B.MOHAN KUMAR**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **9885000659**
- Mobile no **9966325340**
- Registered e-mail **bmk_sap@hotmail.com**
- Alternate e-mail **bccahelpdesk@gmail.com**
- Address **kacchiguda hyderabad**
- City/Town **HYDERABAD**
- State/UT **TELANGANA**
- Pin Code **500027**

2.Institutional status

- Affiliated /Constituent **AFFILIATED**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **OSMANIA UNIVERSITY**
- Name of the IQAC Coordinator **K NAVEEN KUMAR**
- Phone No. **9398582848**
- Alternate phone No. **7013200024**
- Mobile **9966325340**
- IQAC e-mail address **bccaiqac@gmail.com**
- Alternate Email address **bccaacademic@gmail.com**

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

<https://badruka.com/i/AQAR2022-2023.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

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

<https://badruka.com/i/ACADEMICCALENDER2023-24.xls>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B++	2.93	2018	03/07/2018	02/07/2024

6. Date of Establishment of IQAC

01/06/2008

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

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

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

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year **3**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount

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

ISO CERTIFICATION ENERGY AUDIT ENVIRONMENTAL AUDIT ACADEMIC AND ADMINISTRATIVE AUDIT CAREER COUNSELLING TRAINING ENCOURAGED FACULTY IN PAPER PRESENTATIONS FACULTY PUBLICATIONS IN UGC AND SCOPUS INITIATED STEPS TO GET ISO CERTIFICATION STRENGTHENING OF INTERNSHIPS TO 2 AND 3 YEAR STUDENTS PLACEMENTS ORGANISED ONE DAY NATIONAL SEMINAR ORGANISED WORKSHOP ON INDIAN KNOWLEDGE SYSTEM

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
RESEARCH PUBLICATIONS	FACULTY PUBLISHED PAPERS IN SCOPUS, ABDC, UGC CARE LIST JOURNALS
INTERNSHIPS	50+ STUDENTS ARE RECEIVED INTERNSHIPS
RENEWABLE ENERGY	SOLAR ENERGY SYSTEM INSTALLED IN COLLEGE PREMISES
INDUSTRIAL VISITS/FIELD TRIPS	INDUSTRIAL VISITS AND FIELD TRIPS ORGANISED BY THE INSTITUTION
INSTITUTIONS SOCIAL RESPONSIBILITY ACTIVITIES	SOCIAL RESPONSIBILITY ACTIVITIES ARE ORGANISED LIKE FREE BOOKS DISTRIBUTION, BLANKET DONATION. ETC..
INDUCTION PROGRAMME	ORIENTATION ORGANISED FOR NEWLY JOINED STUDENTS AND BRIEFED ABOUT THE COLLEGE AND COURSE STRUCTURE

13. Whether the AQAR was placed before statutory body? **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	BADRUKA COLLEGE OF COMMERCE AND ARTS
• Name of the Head of the institution	Dr .B .MOHAN KUMAR
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9885000659
• Mobile no	9966325340
• Registered e-mail	bmk_sap@hotmail.com
• Alternate e-mail	bccahelpdesk@gmail.com
• Address	kacchiguda hyderabad
• City/Town	HYDERABAD
• State/UT	TELANGANA
• Pin Code	500027
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	OSMANIA UNIVERSITY
• Name of the IQAC Coordinator	K NAVEEN KUMAR

• Phone No.	9398582848				
• Alternate phone No.	7013200024				
• Mobile	9966325340				
• IQAC e-mail address	bccaiqac@gmail.com				
• Alternate Email address	bccaacademic@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://badruka.com/i/AQAR2022-2023.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://badruka.com/i/ACADEMICCALENDER2023-24.xls				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B++	2.93	2018	03/07/2018	02/07/2024
6.Date of Establishment of IQAC			01/06/2008		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			3		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			Yes		

<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>ISO CERTIFICATION ENERGY AUDIT ENVIRONMENTAL AUDIT ACADEMIC AND ADMINISTRATIVE AUDIT CAREER COUNSELLING TRAINING ENCOURAGED FACULTY IN PAPER PRESENTATIONS FACULTY PUBLICATIONS IN UGC AND SCOPUS INITIATED STEPS TO GET ISO CERTIFICATION STRENGTHENING OF INTERNSHIPS TO 2 AND 3 YEAR STUDENTS PLACEMENTS ORGANISED ONE DAY NATIONAL SEMINAR ORGANISED WORKSHOP ON INDIAN KNOWLEDGE SYSTEM</p>		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
RESEARCH PUBLICATIONS	FACULTY PUBLISHED PAPERS IN SCOPUS, ABDC, UGC CARE LIST JOURNALS	
INTERNSHIPS	50+ STUDENTS ARE RECEIVED INTERNSHIPS	
RENEWABLE ENERGY	SOLAR ENERGY SYSTEM INSTALLED IN COLLEGE PREMISES	
INDUSTRIAL VISITS/FIELD TRIPS	INDUSTRIAL VIISTS AND FIELD TRIPS ORGANISED BY THE INSTITUTION	
INSTITUTIONS SOCIAL RESPONSIBILITY ACTIVITIES	SOCIAL RESPONSIBILITY ACTIVITIES ARE ORGANISED LIKE FREE BOOKS DISTRIBUTION, BLANKET DONATION. ETC. .	
INDUCTION PROGRAMME	ORIENTATION ORGANISED FOR NEWLY JOINED STUDENTS AND BRIEFED ABOUT THE COLLEGE AND COURSE STRUCTURE	

13. Whether the AQAR was placed before statutory body?	No				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>Nil</td> <td>Nil</td> </tr> </tbody> </table>		Name	Date of meeting(s)	Nil	Nil
Name	Date of meeting(s)				
Nil	Nil				
14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2024</td> <td>03/01/2025</td> </tr> </tbody> </table>		Year	Date of Submission	2024	03/01/2025
Year	Date of Submission				
2024	03/01/2025				
15. Multidisciplinary / interdisciplinary					
16. Academic bank of credits (ABC):					
17. Skill development:					
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)					
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):					
20. Distance education/online education:					

Extended Profile

1. Programme

1.1

08

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

File Description	Documents
Data Template	View File

2.Student

2.1 2834

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 569

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

File Description	Documents
Data Template	View File

2.3 906

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 60

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 60

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	08
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	2834
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	569
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	906
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	60
File Description	Documents
Data Template	View File

3.2	60
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	52
Total number of Classrooms and Seminar halls	
4.2	156.42
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	305
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution prioritizes curriculum planning and implementation as a key responsibility and ensures its effective delivery through a structured and documented process. The curriculum provided by Osmania University, including the university almanac, internal assessments, and semester exams, serves as the foundation for the institution's academic framework.

A dedicated committee comprising the Principal, Vice Principals, IQAC Coordinators, and Academic Coordinators is responsible for understanding and analyzing the needs of the students. Before the commencement of the academic year, this committee prepares an academic calendar outlining the schedule for all curricular and co-curricular activities.

At the departmental level, each department submits a detailed report at the beginning of the academic year. This report

includes the following:

Workload requirements

Departmental timetable

Subject-wise lesson plans

Allocation of subjects to faculty

Teaching diaries

To ensure smooth curriculum delivery, a series of interactive sessions such as group discussions, faculty meetings, and workshops are organized. These sessions allow faculty to collaborate, share best practices, and address potential challenges in curriculum delivery. The institution's focus on meticulous planning and collective effort ensures that the curriculum is effectively implemented and that students receive a comprehensive and enriching learning experience.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://badruka.com/i/ACADEMICCALENDER2023-24.xls

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

The institution strictly adheres to the academic calendar provided by Osmania University to ensure the smooth execution of Continuous Internal Evaluation (CIE) processes. The college has developed a well-structured and documented mechanism to effectively implement the curriculum prescribed by the university.

At the start of each semester, the academic calendar is prepared in alignment with the university's schedule. This calendar encompasses the timelines for internal examinations, seminars, workshops, expert talks, add-on programs, certificate courses, and various co-curricular and extracurricular activities.

The Academic Coordinator formulates a comprehensive timetable

and course plan for the semester. This course plan includes the semester calendar, class timetable, and syllabus, which are disseminated to all students and published on the college website for transparency and accessibility. Faculty members actively contribute to this process by revising course outcomes, updating study materials, and preparing assignments, case studies, and question banks in advance for their respective courses.

To enhance the curriculum, additional content beyond the prescribed syllabus is incorporated, ensuring the achievement of course outcomes. Advanced learners are supported with relevant websites and e-resources to foster in-depth learning. Through these structured efforts, the institution ensures the effective implementation of the curriculum and the seamless conduct of CIE activities.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://badruka.com/i/ACADEMICCALENDER2023-24.xls

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

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

1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
08	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
03	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
1814	
File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File
1.3 - Curriculum Enrichment	

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

Courses offered in the college integrate issues related to gender sensitization, environment, human values, professional ethics, and other computer-based certificate courses for the enhancement of subject knowledge and skill development of the students, keeping in view the market requirements. Institution integrates crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum. Environmental studies paper is offered to the students as part of the curriculum in the first semester. Gender Sensitization course is offered as a certificate course in the second semester and through this course the student gets awareness about the gender sensitivity and gender equality concerns. The college has offered "Professional Skills to the students to make the learners understand the significance of team skills and help them in acquiring these skills. It also helps them to design, develop and adapt to situations as an individual and as a team. The college has established Vivekananda Human Excellence Cell and conducted a five-day workshop on Professional Ethics and Human Values for the students of fifth semester in collaboration with Vivekananda Institute of Human Excellence, Ramakrishna Math, to enable the students to understand the corporate standards of behaviour expected by the industry. The college also established Vivekananda Human Excellence cell and conducted a ten day workshop on integrated personality development in collaboration with Vivekananda Institute of Human Excellence, Ramakrishna Matt Hyderabad under the guidance of "Swami Bodhamayanandaji".

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

08

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

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

964

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	https://badruka.com/i/CurriculumFeedback23-24.docx
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
---	---

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://badruka.com/i/CurriculumFeedback23-24.docx

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

975

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

569

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

At our institution, the assessment of learning levels of the students is done by faculty based on the plan formulated at the

beginning of each semester, following the almanac of university concerned. On completion of each unit, the faculty of respective subjects will conduct a slip test or a unit test. The students are assessed based on the group discussions, presentations, quizzes and competitions to enhance their learning levels in the course of their curriculum. In addition to the regular curriculum designed by the Osmania University university, we organize various guest lectures in the subjects such as, taxation, law, management, and languages. Eminent speakers are invited from reputed universities, industries and associations and other prominent bodies. These speakers will deliver the content required, which enhance students knowledge in various domains. In the beginning of every academic year, a bridge course is conducted to fill the gap for the non-commerce and non-mathematics students. After the results are declared at the end-semester, the students who perform below average, are categorized as slow learners and given special attention in improving their academic performance. Slow learners are given additional coaching, clearing their doubts,, in the subjects. In every 6th Semester (for final years) we organize a Student Development Programme (SDP) in Research Methodology, by inviting reputed professors from various universities to give an orientation to pursue their project work.

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

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

Number of Students	Number of Teachers
2834	60

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Badruka College of Commerce and Arts provides an effective

platform for students to develop their skills, knowledge, language, attitude and values to shape their behavior in correct manner. College conducts innovative programs to enhance skills of students. College aims to develop the creative abilities of students. College also provides a platform where we nurture the problem solving skills of our students. Badruka college has several clubs and cells. These clubs conduct various programs like Commerce Quiz, Talking titans etc. Students are motivated to participate and showcase their learning abilities. Field trips and industrial visits provide them with experiential learning.

Badruka college of Commerce and Arts focuses on student centric methods enhancing lifelong learning skills of students. Faculty members put efforts in making the learning activity more interactive by adopting the below mentioned student-centric methods.

1. **Experiential Learning** : College conducts add on programs to support students in their experiential learning. The institution imparts the following experiential learning practices to enhance creativity and cognitive levels of the students

2. **Participative Learning** : In this type of learning students participate in various activities such as seminars, group discussions, projects and skill based add on courses. Students are encouraged to participate in activities where they can use their management skills.

3. **Problem solving methods** : Departments encourage students to acquire and develop problem solving skills. For this, college organizes expert lectures on various topics, motivate students to participate in various intercollegiate and intra college fests and other competitions.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The faculty members of the college use (ICT) Information Communication Technology to improve the teaching and learning

process. Different software's available online is integrated with teacher's explanation and students are encouraged to learn and practice through interactive activities. LCD projectors, Computer/laptopssystems are used in the classrooms. You-tube, emails, Whatsapp group, telegram, zoom andGoogle classrooms, college website are used as platforms to teach,communicate, provide material, syllabus. Circulate notice,announcement, make presentation and share information these applications are also used to provide online education during thepandemic situation.

Wifi facility is also available in the campus for the students and staff. The library also provides access to computers and online journals subscribed, on the advice of faculty. Syllabus also made available onthe college website.Student attendance, feedback are also collected through online from the students and faculty members.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

60

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

60

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

10

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

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

2.4.3.1 - Total experience of full-time teachers

565

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Badruka College of Commerce & Arts of Osmania University is bounded by the university rules regarding internal assessment. The schedule of internal examination is decided at the beginning of the session in the form of academic calendar. Internal assessments are conducted as per the Osmania University examination pattern. Internal assessment is done twice in a semester. One assignment will be given to the students. Internal assessment will be conducted in 3 categories: MCQs :10x1/2=5 marks , Fill in the blanks :10x1/2=5 marks 1 mark questions 5x1=5 marks The exam coordinator takes care of conducting internal exams and submitting marks to the university on time. The question papers

are prepared with approval of the HODs and academic committee.

To be unbiased, the question paper contains column for the students to write only the rule number.

The question papers are printed 1 day before the exam and are secured in sealed covers.

The invigilators are handed the sealed question papers as per the seating allotment.

The concerning subject teacher gives assignments to all students and keeps the record of all the internal exams and marks, which is sent to the university.

The final internal examination marks are forwarded to osmania university displayed for the students to verify. If any queries, it will be clarified and resolved by the examination cell in consultation with the subject teacher.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.badruka.com/bcca/examination-branch.html

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

As our college is an affiliated college of Osmania University, we follow Osmania university guidelines. At the end of each semester, final exams schedule is given by the University to all

the affiliated colleges. The end-semester exams are given 80% weightage of overall assessment and the remaining 20% constitute internal assessment marks. We follow academic calendar(almanac) for conducting internals examinations.Our college is constituted an Exam Branch to conduct examinations in a smooth manner. The committee prepares arrangements as per the schedule of exams and is upload in the college . The faculty completes the syllabus in time as planned for the internal examinations. Completion of syllabus is ensured with the faulty by the department concerned. The examination branch issues a date to correct the answer scripts and hand over the marks to the authorities. The uploading of marks carried out as per the university guidelines.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The college has clearly stated learning outcomes mentioned in its Vision and Mission.The College follows the Choice Based Credit System (CBCS) to widen the teaching and learning activities by which students have the flexibility to opt for courses of their choice. system has been modified to evaluate the courses with respect to the desirable outcomes. The Programme Outcomes are designed by the concerned Departments with their respective vision, mission and scope of the programme. Learning Outcomes of the Programs and courses are observed and measured periodically. Students are also communicated about the program outcomes, course outcomes through Tutorial Meetings. Courses offered in each programme, equips the teachers with knowledge and skill talent empowers the learners with attainable outcomes of the programme to students. The college adopts the following monitoring mechanism to assess the student performance and progress.The class room attendance is continuously monitored and displayed on the notice boards and is also communicated to the parents where ever necessary.The subject knowledge of the students is monitored through assignments and internal tests.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://badruka.com/bcca/po-co.html
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Programme outcomes and course outcomes for all programme offered by the Institution are stated and displayed on website, prospectus and communicated to students and teachers. The POs and COs are printed in the prospectus and in the syllabus copy. The teachers are given general orientation at the beginning of every academic year which is followed by the departmental meeting. The class teachers allotted to each programme explain the details of POs and COs to the students. The Programme Outcomes are designed by the concerned Departments with their respective vision, mission and scope of the programme. The Course Outcomes are formulated by the Department in consideration with the course teachers and with expected cognitive, affective and psychomotor learning levels. The Vice Principal Academic along with the faculty members provide information to students, raise awareness, and stress the importance of achieving the goals. Program Outcomes (POs) are broad statements that describe the professional accomplishments which the program aims at, and these are to be attained by the students by the time they complete the program. POs incorporate many areas of inter-related knowledge, skills and personality traits that are to be acquired by the students during their graduation.

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

2.6.3 - Pass percentage of Students during the year

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

928

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://badruka.com/i/STUDENTSATISFACTIONSURVEY2023-2024.docx>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

01

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

The innovation eco-system consists of academia, technical & support services, business participants, start-ups, and all the individuals that drive these results. Syncing in-line with the rapid emergence of the need of innovation, Badruka College of Commerce & Arts has established a Centre for Innovation and Entrepreneurship as Entrepreneurship Development Cell for providing a platform to help our students and teachers fulfil their dreams of solving real world problems using their innovation and critical thinking skills. Under the Entrepreneurship Development Cell, the college has also established Badruka Innovation Hub. The Cell helps students in comprehending the challenges in implementation of the concepts/ideas into a reality. It also helps them to develop independent entrepreneurial thinking and have an innovative approach towards day to day issues/needs and necessities. As per the mandate of the Ministry of Education, the College has

constituted an Institution's Innovation Council, to perform distinct activities related to Innovation and Entrepreneurship. Besides, the college also focuses on Entrepreneurship Development Cell, largely drawing students from various sections of the college, who work in the ecosystem and organise round the year programmes in the college. They help promote awareness about innovation, business opportunities, funding resources and creating a start-up.

The Badruka Incubation Hub aims to provide technical support, guidance and supervision for incubating ideas, developing prototypes/working models, etc. Capacity towards this end is built through Teaching, Training, Workshops etc. as also by encouraging participation in attending and participating in Workshops / conferences / seminars/ competitions etc.

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

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

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

3

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

01

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

91

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

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

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

21

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Badruka College of Commerce and Arts carries its vision as an "integrative Development" of students, where it supports their

balanced growth. The college believes "There is no religion other than human service. The College consisting of various Departments is very much involved in conducting as many programs as possible for the welfare of society. The NSS unit of the college has taken several community development programmes during the year 2023 - 2024 such as cleanliness drives, Kargil Diwas, Amrit Kalash Yatra, women's health Hygiene, election duty, Government school visits, CPR Training, Black Day Rally, Pulse polio campaign, Voting Awareness campaign, Plantation drives, etc. Seminars were also conducted on Climate Finance & Sustainable development, seminar from TSACS [Telangana State Aids Control Society] on AIDS Control. The college consisting of various departments takes part actively in all the service-related activities and awareness programmes. The various events and programmes are conducted on the college premises and in the local community on various occasions.

ACTIVITIES FOR THE LOCAL COMMUNITY

The college has undertaken several initiatives and collaborated with Village heads to provide community service. NSS activities, Young-Indians (YI-CII) platforms have conducted activities such as Swachtha hi seva (45 Participants), Telangana Formation Day (38 Participants), Blood donation camps, Women's Health hygiene, Rashtriya Ekta Diwas (88 Participants), Election Duties, CPR Training (81 Participants), Black Day Rally (112 Participants), Pulse Polio camp (110 Participants), Plantation Drive (13 Participants). The college has encouraged students to volunteer and take care of the students in the village government School, in the Chowdariguda village.

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

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

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

09

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

54

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

28

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration	
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year	
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year	
0	
File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File
3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year	
3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year	
05	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File
INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 - Physical Facilities	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
Badruka College of Commerce and Arts takes pride in its impressive infrastructure, designed to provide students with a conducive learning environment. The campus boasts 52 spacious	

classrooms, including two exclusively dedicated to language labs.

The college features four cutting-edge computer laboratories, providing students with immersive, hands-on experiences in computer technology and empowering them to develop essential skills in programming, software development, and digital innovation."

To facilitate interactive learning, 33 projectors have been installed in the classrooms. The college also has 33 printers, including two colour printers, to cater to the printing needs of official documents, question papers, and notices.

The campus is equipped with modern amenities, including 27 air conditioners and eight water coolers, ensuring a comfortable learning environment. For record-keeping, the college has 35 lockers, 58 almarahas, and 17 racks. Two auditoriums and two seminar halls provide ample space for cultural events, conferences, and workshops. The examination branch is well-equipped with a confidential room and strong room, featuring three computer systems, two large copier machines, and two printers.

The college prioritizes safety, with two generators, fire alarms, and 25 extinguishers installed across the campus. A robust surveillance system comprising 65 CC cameras ensures the safety and security of students and staff.

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

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

The institute focuses on overall development of the students through participation in co - curricular activities and extra-curricular activities. Outdoor and Indoor sports are encouraged amongst students to groom them with qualities like leadership, team spirit and competitiveness. The institute has a well-equipped Gymnasium and fitness centre. There are sufficient

seminar halls and an auditorium to conduct cultural activities. Sports & Games: The institute has assigned additional responsibility of sports in charge for regular conduction of sports activities. The physical director trains them and assists them in the chosen games to participate in university and national level sports events. The institute has well equipped facilities for indoor sports like Table-Tennis, Carrom, Chess etc. The institute does not compromise with the physical development of the students. MoUs/ Bookings are done in advance to facilitate the necessary sports facilities. Some of the outdoor sports activities carried out are Badminton, Basketball, Cricket, Football, Kabaddi, Athletic, ShotPut, Fencing. Individual sports activities like fencing, Taekwondo, swimming are encouraged. Yoga: The institute has dedicated space for Yoga and Meditation for improving mental and physical health of faculty and students. Gymnasium: The institute has an in-house gymnasium facility which the faculty and students can avail. The gymnasium has facilities like treadmill, cycle, abdominal bench, Weights and Dumbbells. Cultural: Cultural activities are conducted on different occasions like first year induction, farewell, teacher's day, Open Mic, Funfairs at the end of the academic year. To bring out the inherent talent of the students, the institute has started clubs like, Theatrics Club, Music Club, Literary Club.

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

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

52

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

54.56

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Library plays a central role in enhancing the quality of academic and research environment in the College .The College library is a place in the Institute where huge collections of academic books, journals, magazines, research projects, rare books, other knowledgeable books and newspapers are kept. These books are made available to the students to increase their knowledge and understanding on various subjects. The college library is an important hub of student life.

The Library at Badruka College of Commerce and Arts has an area of 10,500 Sq.Metres with 32000 books including periodicals, references, national and International journals.It is automated using Integrated Library Management System(ILMS)computerized with Soul Software. It has access to more than 5000 e-journals

under the program of INFLIBNET.

Library has adequate number of terminals to facilitate searching/accessing e-resources, web browsing and for other academic work. It is also a member of N-List Library Advisory Committee is responsible to provide all the necessary services effectively.

The Institute installed Integrated Library Management System (ILMS) namely "SOUL 3.0" in the year 2012. Library has provision of s/w such as SOUL 3.0 software and OPAC (Online Public Access Catalogue) for students and faculty members to search books by title/ author name etc.,

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

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

4.08

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

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

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

90

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The IT infrastructure at Badruka College of Commerce and Arts is regularly updated, and it is in excellent condition. In accordance with the specifications, new IT equipment has also been obtained. Faculty and students on campus can access the internet using a 100 MBPS line provided by Bharath Sanchar Nigam Limited. Every system on campus has access to the internet. All faculty members in all departments have access to the college's online resources, which they can use to save and download information for educational reasons as needed. The principal's office, administrative office, examination branch, and placement department are all well equipped with internet connectivity. There is Wi-Fi coverage across the campus. In our four computer laboratories, there are two hundred systems. Software updates are performed on computer systems once a year.

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

4.3.2 - Number of Computers	
305	
File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded
4.3.3 - Bandwidth of internet connection in the Institution	
A. ? 50MBPS	
File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)	
4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)	
156.41	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
<p>Facilities and Maintenance</p> <p>The institution has well-established systems and procedures for maintaining and utilizing its physical, academic, and support</p>	

facilities. These facilities include:

Academic Infrastructure

- Separate classrooms allocated exclusively for each class
- Seminar halls used as per requirement
- Time-table in-charges from each department collaborate to prepare and display timetables
- Classrooms equipped with LCD projectors for presentations and enhancing the learning experience

Support Facilities

- A well-stocked library with a vast collection of books, journals, and digital resources
- A sports complex with facilities for indoor and outdoor games
- Computer centres with latest hardware and software
- Well-ventilated and spacious classrooms

Maintenance and Utilization

Regular maintenance schedules are in place to ensure that all facilities are in good working condition. This includes routine cleaning, repairs, and replacement of equipment and infrastructure as needed.

The institution also has a system for monitoring and reviewing the utilization of facilities, including:

- Timetabling and scheduling of classes and laboratory sessions
- Booking and allocation of facilities for events and activities
- Feedback mechanisms for students, staff, and faculty

This ensures that all facilities are optimally utilized and maintained, providing a conducive learning environment for students.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

59

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

180

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	<p style="text-align: center;">Nil</p>
Any additional information	<p style="text-align: center;">View File</p>
Details of capability building and skills enhancement initiatives (Data Template)	<p style="text-align: center;">View File</p>
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
819	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
819	
File Description	Documents
Any additional information	<p style="text-align: center;">View File</p>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<p style="text-align: center;">View File</p>
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

347

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

204

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

8

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

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

69

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Knowledge when combined with skill enhances the quality of education.The institution since its inception always strives for

the overall development of the student and to impart quality education to the students so that they are well prepared to meet the requirements of the industry as well as the society. To enhance the skill and artistic talents of the students the college has initiated with the formation of various clubs and cells like -Which are well maintained by the faculty and student volunteers. The students take active participation in the activities of NCC, NSS and sports and have won many Laurels to the institution. Our NCC cadets had the opportunity to participate in the Republic Day parade held at Delhi. NSS student volunteers are always readily render their services whenever and wherever required and called for. The student volunteers take active participation in organising various competitions related to their respective clubs under the able guidance and support of the faculty in- charge of that particular club. While organising a competition in any of the above mentioned clubs or organisations the students learn and get experienced in various important practical requisites like- planning, organising, communicating, advertising the event, team work etc.,

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

742

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

5.4 - Alumni Engagement

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

The College has a good network of Alumni. They are regularly connected and support the Alumni Association to carry number of developmental programs. This is a win-win situation for the alumni and the institution. The BCCAAA (Badruka College of Commerce and Arts Alumni Association) alumni association of the college are spread all over the world as Academicians, Accountants, Artists, Bankers, etc. Alumni are contributing a lot delivering Guest lectures and invited as guest of honor to motivate student.

KEY ACTIVITIES OF ALUMNI ASSOCIATION:

1. Alumni as Lecturers: Some of our alumni joined the institution as lecturers and serving the students. Some alumni are invited as guest lecturers on various topics.

2. Guest of Honor: It is the practice of the Institution to honor prominent alumni who excelled in their chosen fields on the college Annual Day, Fest, farewell and fresher party every year to motivate the present students.

3. Alumni Web Pages: The institution added special web page alumni register, where alumni can register and connect with college alumni events. Alumni webpage regularly updated with all alumni event details and pictures. At present there are 2400+ alumni registered. Alumni web page connects us with our alumni world wide.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of Badruka College of Commerce and Arts is intricately woven into the fabric of its vision and mission, embodying a commitment to the continuous improvement, discovery, and dissemination of knowledge among young men and women. At the core of the institution's governance structure is a profound dedication to nurturing an environment where intellectual and cultural enrichment thrive, aligning seamlessly with the spirit and skills of creative individuals.

The vision of the institution serves as a guiding light, steering the governance processes toward the transformation of students into enlightened, spiritually inspired, emotionally balanced, self-reliant, morally upright, and socially committed citizens of the country. This vision becomes the bedrock upon which the institution's governance decisions are made, emphasizing not only academic excellence but also the holistic development of individuals who can contribute meaningfully to society. The mission of the institution further elucidates the purpose of its governance. By fostering an intellectual and cultural environment, the governance structure supports the flourishing of creative spirits and skills among students. This aligns with the broader objective of catering to the educational and business needs of both the national and international community. The commitment to contributing to the growth of India's international business is reflected in the

governance decisions, as they are geared towards imparting the requisite knowledge to individuals entering the international business industry.

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

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

The college embraces decentralization and participative management in its administrative operations, engaging stakeholders from all levels. Strategic decision-making is carried out by the Secretary and Governing Council, comprising the College Management. Decisions of strategic importance, such as the Institution Perspective Plan, Infrastructure, Vision and Mission, and the introduction of new courses, are made by the Management. As the functional head of the institution, the Principal oversees decisions concerning academics, subject allocation, clubs, and extracurricular activities. The Principal, acting as the final authority at the college level, grants permissions for various programs, competitions, guest lectures, certificate courses, etc., and all faculty members are accountable to the Principal.

Two Vice-Principals operate under the Principal i.e. Vice Principal (Academics), Vice-Principal (Admin. & Student Affairs). The college has a well-organized Internal Quality Assurance Cell (IQAC), headed by a Coordinator who leads a team of Criteria heads. Each NAAC criterion is overseen by a senior faculty member, guiding several faculty members in data collection and compilation.

At the departmental level, Academic Coordinators, at the classroom level, each section is led by a faculty in-charge who monitors student performance, attendance, and behavior. They are also responsible for communicating regularly with parents and student counselling. Each class in-charge appoints a Class Representative responsible for disseminating information to classmates through a centralized WhatsApp group, aiding in the

smooth flow of information. Decentralization and participative management are evident in the organizational structure, involving faculty members and students in the decision-making process

File Description	Documents
Paste link for additional information	https://badruka.com/i/bcca-day/6.2.2%20Organogram.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution has effectively implemented quality improvement strategies to develop and motivate both students and faculty to learn and explore various avenues related to their area of expertise and specialization for which they are motivated and reimbursed for any kind of expenditure bared by them. The institution provides various platforms that help them to learn and perform better as well improve their teaching methodology. Library, ICT tools, conducting guest lecturers from experts from industry, industrial visits for practical exposure, and time off to attend such programs at various occasions are a few of the forms in which the institution encourages faculty and students to learn and impart knowledge. IQAC unanimously defines the quality pinnacle parameters for enhancing the overall academic ambiance of the college and takes initiative in planning, implementing and reforming the various quality improvements, strategies of the college. This Cell follows the recommendations discussed in staff meetings and other stake holders' meetings. Students are motivated, trained, and counseled to be competent and perform better. Their potential helps them to get a scholarship, better job opportunities both through on-campus and off-campus recruitment. The institution has an HR policy which is being revised periodically to incorporate several initiatives to make the teaching and non-teaching staff more engaged. The institution has also implemented Consulting & Research Policy along with Standard Operating Procedures (SOP) for streamlining the policies.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://badruka.com/i/bcca-day/6.2.2%20Organogram.pdf
Upload any additional information	No File Uploaded

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

Badruka College of Commerce and Arts, established in 1950, is a prestigious institution in Telangana, providing quality education for over 74 years. The Governing Body oversees the Institutional Perspective Plan, Infrastructure, Vision, Mission, Course Introduction, and strategic decisions implemented by administrators. Principal: The Principal leads democratically, encouraging participation from teaching and non-teaching staff. With a long-term vision for academics and administration, he collaborates with external agencies like UGC and universities, ensures compliance, and addresses staff grievances through open communication. Vice-Principals: Two Vice-Principals assist in smooth functioning: 1. Academic Vice-Principal manages academics, records, and departmental coordination. 2. Administrative Vice-Principal oversees administration and discipline. Course Coordinators: Coordinators manage programs like B.Com. and B.B.A., handle workloads, arrange bridge and remedial classes, analyze results, and organize student activities. Committees: Decentralized committees like Admissions, Anti-Ragging, and Cultural Activities engage faculty and students in curricular and extracurricular activities. HR Policy: A comprehensive HR Policy governs service rules, promotions, leave, ESI, and health insurance, ensuring transparency and fairness.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://badruka.com/i/bcca-day/6.2.2%20Organogram.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for teaching and non- teaching measures. The institution provides security to employees by providing them insurance and ESI benefits which differs from teaching to non-teaching employees in the organisation. They provide Medical Insurance, gratuity and increments on the basis of up-gradation for teaching staff and for non-teaching staff they provide ESI, festive bonus and gratuity. Provident fund, Earned Leave, Sick Leave and Casual Leave are given as per HR policy to both teaching and non-teaching staff. In addition to this earned leave is also provided to the employees. College also conducts medical and health camps to monitor the employees' health. The institutions also have an on-duty medical officer, who helps in resolving the health-related issues and the problems of faculty and students. Four increments are provided to the faculty members who are

awarded Ph.D. 5 days of Earned Leave to teaching staff and 30 days of Earned Leave is provided to non-teaching staff every year. Faculties are sponsored for AIMA courses and expenses incurred by them are reimbursed by the institutions. Health insurance of Rs.5000/- to faculty members and their family is provided. Children and grandchildren of teaching and non-teaching staff joining the college are given a concession of Rs5000/- only. The management introduced the Bereavement policy for the benefit of its staff effective from 1st April, 2023

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

28

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

04

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

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

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

29

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

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

The Institution believes in using both traditional and modern methods of conducting performance appraisal systems in the institution. The appraisal of non-teaching staff is purely based

on their work and will be monitored by the supervisory administrator who continuously will inspect the records and based on their observations, an appraisal will be given to them. When it comes to the teaching staff their appraisal depends on a variety of variables which explains the multilevel contributions which includes for self, students, and organizations' development. The variables are feedback from Principal and department Co-ordinator, students feedback, result analysis, research, participation in conferences, seminars, FDPs and MDPs, paper setting, paper evaluation, paper presentation and publication, membership in various bodies related to area of specialization, undertaking funded project's, enhancement of qualifications like M.Phil., Ph.D., qualifying NET/SET, personal contribution to the organization/ society, etc., The criteria are modified once in three years based on need in the evaluation process of performance of employees. The existing appraisal of teaching staff is subject to the following criteria fulfilment.1. Academic input2. CoCurricular activities3. Accreditation and institution-building activities4. Research and development5. Student feedback6. Academic output7. Subjective assessment of the controlling officer

Performance appraisal of non-teaching staff includes1. Punctuality2. Discipline3. Honesty4. Dependability5. Integrity6. Reliability7. Technical skill enhancement8. Vertical enhancement of qualification

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

6.4 - Financial Management and Resource Mobilization

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

A mechanism for audit is set at the beginning of every academic year during which all the events, activities, income, expenditures are recorded in various record books and detailed information is also maintained to produce them when required. Every document is inspected regularly and specific individuals are assigned the responsibility of maintaining it to maintain transparency in every area which may otherwise lead to

misunderstanding or irregularities in the records of transactions. A team of auditors will inspect all the documents every year to give us a statement about the same.

Auditing helps the organization in maintain a healthy and cordial relationship with all the stakeholders of the institution and maintains it by maintaining transparency, proper communication, and regular updates within their implemented system. To initiate and complete the process of audition effectively college has appointed both internal and external auditors for the institution who conduct the financial audits regularly. Internal audit is done by CA Nikhil Jain and external audition is done by CA Sharat Chandra Toshniwal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

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

Institution motivates both the employees and students to prepare themselves to attend programs which helps them in expanding as well experimenting with their skill knowledge and abilities for which the institution helps the individuals in preparing proposals and apply to various authorities / funding agencies so

that the research can be done on a larger platform with convenient and timely available resources. Such research may be helpful both at the institutional level as well for the society at large and can bring substantial change in terms of benefits to those involved in it. Such events can get accolades and recognition to both the individual who is part of such events as well as to the organization with which they are working. The institution mobilizes its surplus funds through Mutual funds which are monitored by third-party hired by the institution. Budgetary is carried out from the bottom-up approach. Finance Committee & Governing Council once approved, the College is empowered to implement the resources. Pay Revision for the teaching and nonteaching staff is being done periodically.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The BCCA is dedicated to nurturing individuals of exceptional quality through its unwavering commitment to delivering superior education. This is achieved through its innovative, comprehensive, and flexible educational framework. Role of the Internal Quality Assurance Cell (IQAC) Established on June 2, 2008, the Internal Quality Assurance Cell (IQAC) at BCCA has been an integral part of the institution, ensuring quality across all aspects of its functioning. Its key responsibilities include: 1. Enhancing Teaching and Research and Continuously improving the quality of teaching and research through regular feedback from students. 2. Offering insights for optimal administrative practices to ensure efficient resource allocation and enhanced services for both students and staff. 3. Providing inputs for Academic and Administrative Audits and conducting result analysis to identify and address areas of improvement. 4. Feedback Mechanisms: Students and staff are encouraged to provide feedback and suggestions regarding teaching and administrative performance. These can be shared through the Suggestion Box or via email to the IQAC Coordinator at bccaiqac@gmail.com. 5. Role in Quality Assurance : The IQAC plays a pivotal role in implementing quality assurance

strategies and processes at all levels of the institute. It convenes three regular meetings annually, along with additional periodic meetings as required. 6. Additionally, The IQAC is responsible for preparing, evaluating, and recommending the following to relevant authorities for approval: - Annual Quality Assurance Report (AQAR) - Self-Study Reports for accreditation by bodies like ISO 9001, NAAC, and NIRF - Performance Appraisal Systems - Feedback Mechanisms - Recommendations for the introduction of new programs

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institution is committed to enhancing the quality of teaching by improving the skills, knowledge, and abilities of its faculty. It provides opportunities for faculty members to participate in conferences, seminars, faculty development programs, and refresher courses. These initiatives enable faculty to adopt better teaching methods and techniques, thereby improving their performance. The institution, through its Internal Quality Assurance Cell (IQAC), regularly evaluates its teaching-learning processes, operational structures, methodologies, and learning outcomes. Following the University almanac, the academic calendar is meticulously planned at the beginning of the year. This calendar allocates sufficient time for regular teaching-learning activities while also incorporating various events such as seminars, guest lectures, workshops, faculty development programs (FDPs), and hands-on sessions. Faculty members prepare detailed lesson plans for all subjects they teach each semester. To enrich the curriculum, the institution organizes guest lectures, industrial visits, and internships. IQAC initiatives have motivated many students to pursue internships at esteemed universities, providing them with valuable global exposure. The IQAC identifies and implements best practices at various levels of management, ensuring continuous improvement and better progress for the institution. Regular review meetings are conducted to address student concerns, discuss practical solutions, and bridge the

gap between

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities**

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

Our institution is actively working towards promoting equality and ensuring the safety and well-being of its students. The dedicated Women Cell, CCTV surveillance, and the presence of a female security guard contribute significantly to creating a secure environment. The collaboration with organizations like "Heaven Homes Society" for guest lectures on women's safety and awareness against spy cameras and drug abuse demonstrates a

proactive approach in addressing crucial issues in the benefit of the students. The institution also organizes various programs periodically in order bring awareness amongst students on socio-economic and health aspects happening in the present society. The active anti-ragging squad and the absence of reported instances of ragging showcase the institution's commitment to maintaining a healthy and respectful atmosphere. The availability of a college physician, psychologist, and faculty members to address personal problems further reflects a holistic approach towards student well-being. The provision of college counselors for students facing personal crises is a thoughtful initiative acknowledging the importance of mental health support. The Grievance-Redress cell's prompt response to students' requests and complaints ensures a responsive and student-centric administration. Overall, the institution seems to be fostering a safe, inclusive, and supportive environment for its students, aligning with the principles of gender equality and holistic development

File Description	Documents
Annual gender sensitization action plan	https://badruka.com/i/7.1.1ActionPlan(23-24).docx
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<p>The institute believes in the principle of equality. To promote the same message among the students and staff. Annual Gender Sensitization Action Plan is prepared in the beginning of the academic year. Girl Students are made aware about health, sanitation, hygiene and so on and similarly boys are also counselled and also made aware about the gender equality and the sense of being together for humanity is encouraged. • The college has adopted "Gender Sensitization" subject as add on course for second semester students. Students have presented seminars on various topics relating to gender sensitization. • Our college will conducted "International Women's Day" every year for women faculty and students. Specific facilities provided for women in terms of: Safety and Security: • Our college campus is fully secured and safe for all the girl</p>

students. The dedicated Women Cell in the college looks after safety and security of the girls. • Students are provided single door entry in the college premises and no outsider except our staff and students can enter into the campus. • CCTV surveillance is maintained at all entry and exit points, corridors and canteen of the college. • The vigilance Committee and all the staff members are always careful and alert about the untoward incident. • The college introduced a self-defence training programs keeping in view of the safety of the girls coming from distant place. • For girl students of the college instituted Self-defence program like "karate" and "taekwondo" around 200 students enrolled for this program. • Women security guard to take care of the discipline of girl students. • There is an anti-ragging squad active round the clock and not a single instance of ragging has been reported so far. • Fire extinguishers are maintained on all floors of the building. • The college physician is available at all hours to treat students whenever necessary. In case of emergency the college admits the students in hospital with prior intimation to the parents. Personal Counselling: • Faculties address personal problems of students in stressful situation. If special attention required there are sent to colleges counsellors to overcome their personal crisis. If problem is beyond there management, students are advised to consult psychotherapist. • The college organizes several awareness programs on the issues of gender equity to enable students to know their rights and opportunities for women empowerment. • Grievance-Redress cell promptly attends to the students requests for other amenities and complaints and solves them at the

earliest. • Students with backlogs are counselled at regular intervals for academic motivation and strategies for time management. Common Amenities: • A common room and special sickroom for students with a bed and first aid box & sanitary napkins are maintained. • Wi-Fi facility and vehicle parking are provided. • Merit based scholarships sponsored by college management to meritorious students who are economically back. Staffs are also available to facilitate and enrich women education. • Common facilities like RO plant for water purifications, drinking water coolers, library, Computer & commerce labs to cater the needs of the students and staff.

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Badruka College of Commerce and Arts as practicing Solid waste management, E-wastemanagement and Water recycling system. Our college Contributed 2470kgs of paper waste and E-waste to ITC-WOW, a national widerecycling initiative, environmental savings by recycling of above contribution paper waste are 2 cubic mtrs of land fill space, 17255kl of water, 9860 units of energy and reduction of 3mt of co2 during the year 2023-24 E-Waste Management ? We are collecting old fans, Tube lights, A/c's, Computers, laptops and other E-wasteavailable in our esteemed college and supplied to ITC WOW (Well Being Out ofWaste)Waste

recycling system ? Our college is practicing waste management such as collecting, transporting, processing or depositing, managing and monitoring various waste materials. ? It is important to observe sustainability in these aspects so that every bit of waste can be managed in an efficient manner rather than just dumping it all in landfills/dumping yards in order to protect our environment. For supplying this waste ITC-WOW awarded a certificate The main objectives of waste management are as ? To "Reduce, re-use and recycle" ? To minimize waste production ? To utilize it in a best manner

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

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

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The campus fosters an inclusive environment, promoting tolerance and harmony in all aspects of college life. This inclusiveness transcends boundaries of caste, community, colour, language, and religion. To facilitate a smooth transition, an induction program is conducted annually for first-year students, acquainting them with the college, department, and course. This initiative encourages students to mingle, appreciate social and cultural differences, and contribute to a vibrant campus culture.

Communal harmony is promoted through various activities and celebrations, including Pongal, Traditional Day, Bathukamma, Ugadi, Yoga Day, and other events. Students are taught essential human values, constitutional rights, and their duties as responsible citizens. The college emphasizes the importance of citizens' rights and duties, including voting rights, the Right to Information, and the values of justice, liberty, and equality.

To commemorate Dr. B.R. Ambedkar's birthday on April 14th, the college organizes celebrations, quizzes, elocution competitions, and essay writing contests on the Indian Constitution. The college also arranges visits to orphanages, such as "Sannihith," to instill values of compassion and empathy in students.

The Vivekananda Human Excellence Cell conducts seminars on the role of youth in building a civilized society. Additionally, the college promotes social awareness through initiatives like "No Vehicle Day" and road safety campaigns, encouraging students to

fulfil their social obligations.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

Badruka College of Commerce and Arts, believe in giving holistic all round education to the students. And sensitizing students on our constitutional rights, values, duties and responsibilities is one of the primary educations given at the institute through various means. Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities. Many of the subjects offered have topics which sensitize the students about the constitutional obligations.. Also, all students take a course on Environment studies in their first year which gives them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc. In addition to this many regular programs are conducted by Women Empowerment Cell of the institute to educate women about their rights. Also seminars and workshops are conducted on days of national importance on various rights, duties and responsibilities of citizen. Seminars on topics like Right to Information, Sexual Harassment, and Gender Equity are conducted periodically..Badruka College of Commerce and Arts conducted certificate course on Gender Sensitization for UG Second Semester Students. Every year Republic Day is celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Independence Day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

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

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

Our institution conducted various programs and activities in promoting gender equity and its relevance in the society. Sannihith- A Sport's day event for Orphanage children is organised every year at Saroornagar Cricket Ground. Our institution observed many national and international days of importance during the academic year. The World Environment Day, World Book Day, World Heart Day, National youth day, Water Day and World day for safety and health at work place. Celebrations

and Awareness campaigns like Independence Day, Republic Day, Constitutional day, Yoga Day, International Women's Day, National Aids Day, Law Day, Mock Parliament, Kargilvijaydiwas, Azadikaamritmahosav, PrakramDiwas, Pulwama Day, Rashtriyaekthadiwas, Breast Cancer Awareness Campaign etc., also conducted by various departments and clubs/cells. Telangana Formation Day and College Foundation Day are celebrated every year. National days of importance are observed and celebrated in our institution to spread the awareness on the cultural and historical relevance of these days. Number of other programs have conducted under different wings and departments too. Our institution reinforces the relevance of observing the national and international days of importance and thereby give the students a chance to widen their perspective of knowledge

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best practice-1 :Holistic Development of Students Through Human Excellence Objective: The concept of holistic education, which encompasses educating students beyond core academics, is gaining prominence in educational circles. Holistic education is a comprehensive approach to teaching that addresses the emotional, social, ethical, and academic needs of students in an integrated learning format. **Practice:** The practice of holistic development of students requires concerted efforts from staff, students, and other stakeholders. It involves not only core teaching-learning activities but also a range of co-curricular and extracurricular activities, extension initiatives, and student participation in college activities. The institution places great emphasis on the holistic development of students, recognizing them as future ambassadors of the college. To achieve this, the institution provides value-based quality education that equips learners with the capabilities required to become economically productive,

develop sustainable livelihoods, contribute to peaceful and democratic societies, and enhance individual well-being.

Career Counseling and Placement cell The college offers comprehensive career counseling and development programs to empower students in making informed choices about their future careers. **Objective:** Resource persons at the college's training center provide guidance and counseling to students, helping them explore choice-based career options such as entrepreneurship, higher studies, or attending interviews. **Practice:** Workshops and Training Programs The Vivekananda Human Excellence Cell organizes various workshops to enhance students' confidence, communication skills, and leadership skills, enabling them to make informed career choices.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Badruka College of Commerce and Arts is introduced a distinctive system to develop the the individual faculty members in terms academic achievements, research development and organising activities. Performance Appraisal system is introduced by providing special monetary incentives to the faculty members. it is created a special motive among the faculty members to wards self and institutionn development. Faculty members are taking up different posts and working hard towards the progress of students and institution. One more parameter used to assess the teaching staff is student feedback, employer feedback and also results of their students. Every year they have to attend courses like Coursera, Udemy etc., and the staff will submit all the details to IQAC whenever they get certificates and awards. Attendance of the staff is also evaluated through the number of classes they are taking in each class allotted to them. Most of the staff members now are contributing to research also as they are marks allotted to this particular area. Many staff members have published papers in SCOPUS, ISSN and ISBN at national and international levels. The faculty members have authored complete

textbooks and some of them authored a few chapters of the textbooks in various publications and also subjects. After the introduction of the performance appraisal our teaching staff constantly put efforts to enhance their qualifications and other attributes to be a good teacher in the classroom.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The institution believes in implementing more quality initiatives and administrative changes for the benefit of stakeholders of the college. The following are the initiatives that we would like to implement in the upcoming academic year: Industry-Academia Connect,

Series of Alumni Talks Guest Lectures from Practitioners,
Continuation of ISO Certification, Energy and Environmental audit
Smart Class rooms

Certificate Courses, MOUs with Industry and Other Institutes,
Organize student-centric activities through clubs, Add Course in collaboration with Vivekananda Institute of Human Excellence,
Expand the various activities at adopted Village, and Improve NSS and NCC Activities.