

**MANDATORY DISCLOSURE BY INSTITUTIONS RUNNING AICTE APPROVED
MCA PROGRAMMES TO BE INCLUDED IN THEIR RESPECTIVE INFORMATION
BROCHURE, DISPLAYED ON THEIR WEBSITE**

The following information is to be given in the Information Brochure besides being hosted on the Institution's official Website.

“The information has been provided by the concerned institution and the onus of authenticity lies with the institution and not on AICTE.”

**I. NAME OF THE INSTITUTION : St. Ann's College for Women
(P.G.Centre)Mehdipatnam,
Hyderabad-28.**

Phone No. 040 – 23513020, 23514914

Fax: 040 – 23517919

E-mail: stanns_mca@yahoo.com.

II. NAME & ADDRESS OF THE DIRECTOR/PRINCIPAL

SR. Y. INYASAMMA
St. Ann's College for Women
(P.G.Centre),
Santoshnagar, Colony,
Mehdipatnam, Hyderabad-28.

III. NAME OF THE AFFILIATING UNIVERSITY : OSMANIA UNIVERSITY

IV. GOVERNANCE

❖ Members of the Board and their brief background

LIST OF GOVERNING BODY MEMBERS

- | | | |
|-----------------------|---|-----------------------|
| 1. Sr. Fatima Mary B. | - | President |
| 2. Sr. M. Angelina | - | Vice President |
| 3. Sr. P. Amrutha | - | Secretary & Treasurer |
| 4. Sr. Y. Inyasamma | - | Member |
| 5. Sr. B. Arogya Mary | - | Member |

All the above members are the members of Congregation of Sisters of St. Ann's Society, Guntur.

❖ Members of Academic Advisory Body

* Members of Academic Advisory Body

Sr. Y.Inyasamma	- Principal
Fr.Francis Xavier	- Principal, Loyola Academy, Alwal, Sec'bad.
Mr.Arogya Reddy	- Principal, St.Mary's College, Hyderabad.
Mrs.Radhai	- Dept. of Physics & Electronic, St.Ann's College.
Mrs.D.V.Sarada	- Department of Commerce, St.Ann's College
Mrs. N.V.Kavitha	- Dean, Administration, Reader in Zoology. St.Ann's College
Mrs. D.Sarala	- Dean Academics, Reader in Physics & Electronics, St.Ann's College

❖ Frequency of the Board Meetings and Academic Advisory Body

---- Two times in a year ----

❖ Organizational chart and processes

--List Enclosed--

❖ **Nature and Extent of involvement of faculty and students in academic affairs/ improvements**

Various committees are constituted for smooth & effective administration. Each committee headed by Principal, consist of one senior staff member as Convenor, 2-3 other staff members and two student representatives. The committees meet regularly to plan and execute the activities during the year.

List of various Committees

1. Prospectus & Hand Book
2. Placements & Career Counselling
3. Awards & Medals
4. Parents Association & Alumni
5. Literary & Cultural
6. Magazine
7. Certificate Course
8. Seminar
9. Student Counselling
10. Examination
11. Attendance
12. Staff & Student Grievance Cell

List enclosed

❖ Mechanism/Norms & Procedure for democratic/good Governance

The College believes in participative in all matters concerning students & staff. The Management takes into account the opinions and ideas of faculty in all matters of Academics and Administration like Academic schedule, Allocation of workload, Extra and co-cultural activities, departmental expenditure etc. Due importance is given to Principles of good governance by adhering to complete accountability, transparency effective Communication and good interpersonal relationship at all levels.

❖ Student Feedback on Institutional Governance/faculty performance

- Institutional feedback is taken at the entry and exit level.
- Each course teacher takes the feedback at the end of every semester.
- Students can also make use of suggestion box.

❖ Grievance redressal mechanism for faculty, staff and students

- There is a grievance cell for staff and students.
- Each class has a class In charge teacher for counseling & Grievance Redressal.

V. PROGRAMMES

❖ **Name of the Programmes approved by the AICTE**
FULL –TIME - MCA & M.B.A (Master of Computer Applications & Master of Business Administration)

❖ **Name of the Programmes accredited by the AICTE**
--- NIL ----

❖ **For each Programme the following details are to be given:**

- Name: MCA
- Number of seats: 60
- Duration: 3 Years Programme running into 6-Semesters
- Cut off mark/rank for admission: **Qualified ICET and 45% at graduate Level (As per O.U.)** during the last three years

Fee: Rs. 26,700/-

- Placement Facilities: Placement Cell with a placement Co-Ordinator is available
- Campus placement in last three years with minimum salary, maximum salary and average salary

Batch	% Placed	Minimum Salary	Maximum Salary
2003-2006	68%	1.2 lacs/annum	3.4 lacs/annnum
2004-2007	72%	1.7 lacs/annum	4 lacs /annum
2005–2008	75%	2.4 lacs/annum	3.75 lacs/annum
2006-2009	25%	96,000/annum	1.2 lacs/annum

*** Placements are still on going for this batch.

❖ Name and duration of programme(s) having affiliation/collaboration with Foreign University(s)/Institution(s) and being run in the same Campus along with status of their AICTE approval. If there is foreign collaboration, give the following details: --- Nil ----

Details of the Foreign Institution/University: ---Nil----

- Name of the University/Institution
- Address
- Website
- Is the Institution/University Accredited in its Home Country
- Ranking of the Institution/University in the Home Country
- Whether the degree offered is equivalent to an Indian Degree?
If yes, the name of the agency which has approved equivalence.
If no, implications for students in terms of pursuit of higher studies in India and abroad and job both within and outside the country.
- Nature of Collaboration
- Conditions of Collaboration
- Complete details of payment a student has to make to get the full benefit of collaboration.

❖ For each Collaborative/affiliated Programme give the following: -- Nil

- Programme Focus
- Number of seats
- Admission Procedure
- Fee
- Placement Facility
- Placement Records for last three years with minimum salary, maximum salary and average salary

❖ Whether the Collaborative Programme is approved by AICTE? If not whether the Domestic/Foreign Institution has applied to AICTE for approval as required under notification no. 37-3/Legal/2005 dated 16th May, 2005

VI. FACULTY

❖ Branch wise list faculty members:

- Permanent Faculty: 12
- Visiting Faculty: 05
- Adjunct Faculty: 02
- Guest Faculty: 05
- Permanent Faculty: Student Ratio: 1:15

❖ Number of faculty employed and left during the last three years :

Four Left and Four employed

VII. PROFILE OF DIRECTOR/PRINCIPAL WITH QUALIFICATIONS, TOTAL EXPERIENCE, AGE AND DURATION OF EMPLOYMENT AT THE INSTITUTE CONCERNED

Name : : Sr. Inyasamma . Y

Date of Birth : 02-04-1945

Address : St. Ann's College for Women,
Mehdipatnam, Hyderabad – 500 028

Education Qualification : M.A (Eco), M.Ed., M.Phil.
M.A : Acharya Nagarjuna University, Guntur.
M.Ed : Andhra Loutheren College of
Education, Guntur.
M.Phil : Andhra University, Visakapatnam.

Experience in Academic field : Principal
St. Ann's English Medium School,
Vijayanagar Colony
Hyderabad – **1970-1973**

: Principal
St. Ann's Girls High School
Vijayanagaram - **1973-1976**

: Principal
St. Ann's Girls High School
Phirangipuram, Guntur (Dt) **1976-1986**

: **Principal**
St. Joseph's English Medium School
Vijayangaram & St. Joseph's Junior College
Vijayanagaram **1986-1995**

: **Principal**
St. Ann's Junior College
Narasaraopet, Guntur (Dt) **1995-2003**

: **Principal**
St. Ann's College for Education
Khammam (Dt) **2003-2008**

: **Principal**
St. Ann's College for Women, Mehdiapatnam
Hyderabad **2008 June**

Extra Curricular

: Conducted District level sports and games competitions for Junior Colleges and Schools at Guntur in the year **1984.**

: Incharge of Higher Education as Asst. Superior General at Congregational level between **1997- 2003.**

: Member of Governing Body of the Congregation since **2006.**

: Organized many Cultural , Literary events for youth at Phirangipuram , Narasaraopet and Vijayanagram .

Places Visited

: Visited many historical places in India, like Delhi, Bombay, Calcutta, Madras, Bangalore, Goa.

: Went to Bangkok (Thailand) to attend a five day meeting at Assumption University, representing India in the year 1994 to present the paper on Education System in India, Had visited Singapore.

PROFILE OF THE PROFESSOR & DIRECTOR

Name : Dr.S.Ashok Kumar

Designation : Professor & Director

Dated of Birth : 05-12-1949

Academic Qualifications : M.Com., M.Phil., Ph.D.

Details of Experience (Academic/Industry/Research) : 31 Years

Dated of Joining : 02.06.2008

Pay Scale : 16400-450-20900-500-22400

Last Pay Drawn : Rs. 50,053/-

No.of Papers Published : 1. Paper on “Micro Finance – Linkage with Banks”
In All India Commerce Association Journal.

2. Paper on Micro Finance – in the International
Seminar held at Pondichery.

Books written and published :

Written :

1. “Book Keeping and Commerce” Inter 2nd Year (2000) in Telugu Academy
2. “Small Enterprises Management”, B.Com. 3rd Year, Osmania University, 2000.

Published:

1. “Entrepreneurship in Small Scale Industry” , (M.Phil Thesis)
2. “ Entrepreneurial Success in Small Enterprises – Under Process
(Accepted for publication by Mittal Publishers, New Delhi.

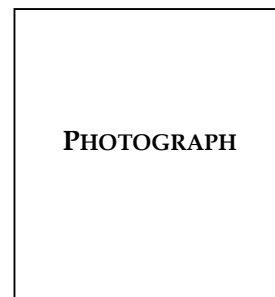
Summer / Winter Schools Attended –

Seminars Attended : Participated in number of International,
National, State Level Seminars and
Workshops.

List of staff Profiles are enclosed.

For each Faculty give a page covering

1. Name
2. Date of Birth
3. Educational Qualification
4. Work Experience
 - Teaching
 - Research
 - Industry
 - Others
5. Area of Specializations
6. Subjects teaching at Under Graduate Level
Post Graduate Level
7. Research guidance



SIGNATURE

- | | | |
|-----------|---|----------------------------|
| | | No. of papers published in |
| Masters's | - | National Journals |
| Ph.D. | - | International Journals |
| | - | Conferences |
8. Projects Carried out
 9. Patents
 10. Technology Transfer
 11. Research Publications
 12. No. of Books published with details

FACULTY LIST

Name	DOB	Qualifi- cation	Work Exp.				Speciali – sation
			T	R	I	Others	
Sr. Y. Inyasamma Principal	02.04.45	M.A.(Econo mics), M.Ed. M.Phil.	37	-	-	-	Economics
Dr.S.Ashok Kumar Director	05.12.49	M.Com. PhD.	32	-	-	-	Commerce
Mrs.B.Chithra	21.07.69	MCA	15	-	-	-	Comp.Sc.
Mrs.Amrita Saxena	03.03.75	MCA	12	-	-	-	Comp.Sc.
Ms.P.Uma	19.10.76	MCA	09	-	-	-	Comp.Sc.
Sr.P.Amrutha	05.11.62	M.Sc. PGDCS, M.Phil, (Ph.D)	16				Maths
Ms. Y. Mary Sailaja	20.11.81	MCA	03	-	-	-	Comp.Sc.
Mrs.P.Mary Prasanna	21.08.82	M.Sc.(IS)	04	-	-	-	Comp.Sc.
Mrs.S.Lavanya	25.05.74	M.C.A.	11	-	-	-	Comp.Sc.
Ms.Syeda Ayesha Sultana	09.02.82	M.C.A.	04	-	-	-	Comp.Sc.
Mrs. K.N.Kavitha	15.06.78	M.Sc. (Comp.Sc.)	02	-	-	-	Comp.Sc.
Mrs. S.Sowjanya	01.10.85	M.C.A.	01	-	-	-	Comp.Sc.
Mrs. S.Prathima	06.05.81	M.C.A.	03	-	-	-	Comp.Sc.
Mrs. Smitha Chandrika	06.08.78	M.C.A.	01	-	-	-	Comp.Sc.

* T = Teaching Experience R=Research, I=Industry

VIII. FEE

- ❖ Details of fee, as approved by State fee Committee, for the Institution.

Rs. 26,700/- per year per student

- ❖ Time schedule for payment of fee for the entire programme.

--- One month ----

- ❖ No. Of Fee waivers granted with amount and name of students.

- Nil -

- ❖ **Number of scholarship offered by the institute, duration and amount**

The college gives gold Medals to it's students

- ❖ **Criteria for fee waivers/scholarship.**

Parents Income and Merit

- ❖ **Estimated cost of boarding and Lodging in Hostels.**

Rs. 19,500/- per annum

IX. ADMISSION

- ❖ Number of seats sanctioned with the year of approval.

30 seats in the year 1991 to 1999

60 seats from the year 2000 onwards to till date

- ❖ **Number of students admitted under various categories each year in the last three years.**

Till the academic year 2006-2007, the students were admitted under the following criteria

70 % of seats will be allotted by the Convenor ICET, A.P. State.

30% of Management Quota admitted by College

For the academic year i.e, 2009-2010,

The convener ICET allots 70% of seats to the concerned minority candidates, after exhausting the minority candidates others will be allotted by the Convenor, ICET, A.P.State.

The management will admit the candidates under management quota allot 20% of Intake capacity

For the academic year i.e, 2008-2009,

The convener ICET allotted 75% of seats to the concerned minority candidates

The management has admitted the candidates under management quota 25% of Intake capacity

❖ Number of applications received during last two years for admission under Management Quota and number admitted.

2008-2009 : 16 students have applied under which 15 students were admitted

2009-2010 : 18 students have applied and have admitted 18 candidates.

X. ADMISSION PROCEDURE

❖ Mention the admission test being followed, name and address of the Test Agency and its URL (website).

ICET conducted by APSCHE (State Agency)

❖ Number of seats allotted to different Test Qualified candidates separately [AIMCET/CET (State conducted test/University tests)/Association conducted test] --- Nil ---

- ❖ Calendar for admission against management/vacant seats:
 - Last date for request for applications.
 - Last date for submission of application.
 - Dates for announcing final results
 - Release of admission list (main list and Waiting list should be announced on the same day)
 - Date for acceptance by the candidate (time given Should in no case be less than 15 days)
 - Last date for closing of admission.
 - Starting of the Academic session.
 - The waiting list should be activated only on the expiry of date of main list.

As per
OU Norms

--- Nil ---

The policy of refund of the fee, in case of withdrawal, should be clearly notified.

Fees is refund incase of withdrawal

XI. CRITERIA AND WEIGHTAGES FOR ADMISSION

- ❖ Describe each criteria with its respective weightages i.e. Admission Test, marks in qualifying examination etc.
 - ICET Rank ----
- ❖ Mention the minimum level of acceptance, if any.
 - Qualified ICET and 45% at graduation level ----
 - Without ICET 50% Aggregate in the Qualifying Exam under Management Quota ----
- ❖ Mention the cut-off levels of percentage & percentile scores of the candidates in the admission test for the last three years.
 - Qualified ICET and 45% at graduation level ----
 - Without ICET 50% Aggregate in the Qualifying Exam under Management Quota ----
- ❖ Display marks scored in Test etc. and in aggregate for all candidates who were admitted.

LIST OF THE CANDIDATES ADMITTED INTO M.C.A. (I-YEAR) COURSE FOR THE ACADEMIC YEAR 2007-2008 DULY APPROVED BY THE CONVENOR, ICET-2007 IS ENCLOSED.

Item No I - XI must be given in information brochure and must be hosted as fixed content in the website of the Institution.

Note : Details of X to XII will be updated shortly in the website

The Website must be dynamically updated with regard to XII–XV.

I. APPLICATION FORM

- ❖ Downloadable application form, with online submission possibilities.

II. LIST OF APPLICANTS

- ❖ List of candidates whose applications have been received along with percentile/percentage score for each of the qualifying examination in separate categories for open seats. List of candidates who have applied along with percentage and percentile score for Management Quota seats.

For the current year the general seats will be allotted by the convenor ICET through counseling.

III. RESULTS OF ADMISSION UNDER MANAGEMENT SEATS/VACANT SEATS

- ❖ Composition of selection team for admission under Management Quota with the brief profiles of members (This information be made available in the public domain after the admission process is over)

Sr. Y.Inyasamma
Sr. Mary of the Cross

Principal
Correspondent/Secretary

- ❖ Score of the individual candidates admitted arranged in order of merit.
--List Enclosed-----
- ❖ List of candidates who have been offered admission.
--List Enclosed-----
- ❖ Waiting list of the candidates in order of merit to be operative from the last date of joining of the first list candidates. –Not Applicable----
- ❖ List of the candidates who joined within the date, vacancy position in each category before operation of waiting list.

IV. INFORMATION ON INFRASTRUCTURE AND OTHER RESOURCES AVAILABLE

LIBRARY:

- Number of Library books/Titles/Journals available (programme-wise)
MCA 8400 Books (2520 Titles)
- List of online National/International Journals subscribed.
- The library is a Member of Information Dissemination centre (IDC) of Osmania University through which all it's students and staff can get access to all national and international journals free of cost.
- Member of British library, Hyderabad.
- Member of Institute of Public Enterprises, Osmania University, Hyd.
- E-Library facilities

St. Ann's P.G library was established in the year 1991 and covers an area of 1651 sqft. It was automated in the year 1996 and updated to web-based with OPAC (Online Public Access Catalogue) and other facilities. The library follows an Open Access System. The library also provides Internet facility to allow student's on-line access to information. The library also houses a huge collection of around 1800 CD'S/DVD'S.

The Library has an institutional membership with British Library, through which it enables web-based access to knowledge. It is also a member of Information Dissemination centre (IDC) of Osmania University through which all it's students and staff can get access to all national and international journals free of cost and Member of Institute of Public Enterprises, Osmania University, Hyderabad.

LABORATORY:

For each Laboratory

- List of Major Equipment/Facilities— **Not Applicable**
- List of Experimental Setup- **Not Applicable**

COMPUTING FACILITIES:

- Number and Configuration of Systems

93 Systems (including 3 servers)

CONFIGURATION:

TOTAL SERVERS : 3

SERVER 1: LINUX server

- P.IV 2.66 Ghz
- 256 MB RAM
- 80 GB HARD DISK
- LG CDD
- 1.44 FDD
- LG Monitor
- On Board Display Adapter
- Frontech Keyboard
- Frontech Mouse

SERVER 2: Windows 2003 server

- Intel Xeon dual core 3.0Ghz
- 4GB DDR2 RAM
- 250GB HARD DISK (SATA)
- DVD Writer
- 1.44MB FDD
- 15'' HCL/LCD Monitor
- HCL PS/2 Keyboard
- HCL Optical Mouse

Server 3: IBM Windows 2003 server

- Intel Xeon Quode core 2.0Ghz 12 MB Cache 1066MHz
- 1 GB DDR2 ECC RAM
- 500GB HARD DISK (SATA)
- DVD Writer
- 1.44MB FDD
- 15’’ LG Monitor
- Lenovo PS/2 Keyboard
- Lenovo Optical Mouse

NODES

INTEL P4 2.66 MHz
256 MB RAM
80 GB HardDisk
32-bit Ethernet card
108 keyboards
Cabinet at
FDD 1.44
Frontech Optical

- Total number of systems connected by LAN

93 SYSTEMS are connected as one LAN

- Total number of systems connected to WAN

The college has a “NET RESOURCE CENTRE”, an Internet Browsing Centre, with 20 systems for its students and staff, through which access to on-line information is possible.

Internet facility is also provided in the MCA Lab.

- Internet bandwidth 1 Mbps

➤ Major software packages available

S.No	Type of software	Softwares
1	Operating systems	Windows 2003,DOS, Windows95/98/2000,linux SCO UNIX, Novel Netware
2	Languages	Basic, C, C++, COBOL,PASCAL, JAVA family, LISP, PROLOG
3	Packages	MS Office, Dbase III + Foxpro, Word star , lotus,
4	System software	Turbo c++,
5	Front End	Visual Basic, Visual C++, Visual Foxpro, Developer 2000, VJ++, Visual Interdev.
6	Back End	Oracle 7.3, Oracle 8.0, 8i
7	Antivirus s/w	Norton, Mc Affee,
8	Utilities and Tools	Rational Rose

➤ Special purpose facilities available

Games and Sports Facilities

Sports are an integral part of the St. Ann identity. The gamut of sporting activities includes indoor games like caroms, table tennis and chess, and excellent coaching for handball, basketball, kho-kho, volleyball, kabaddi, tennikoit, softball and athletics. The fitness programme is completed by recommended diet and nutrition. By winning the Osmania overall championship three years in a row, the college can rightfully claim to be a centre for sporting excellence.

Extra Curriculum Activities

The college offers certificate courses that develop professional skills.

The MCA students are offered two courses

- (1) Foreign Language
- (2) Personality Development

Apart from the certificate courses, several Student Support Services, such as, Counseling, cultural, grievance, Alumni, Placement etc. are also offered by the college, which ensures the overall development of its students.

Soft Skill Development Facilities

The students have to undergo a mandatory soft skills course conducted by Osmania University by PGRRCDE for it's students. The test consists of 4 modules. After it's completion the university will issue a certificate.

The Department of English also extends its valuable support for the successful execution of the Soft Skills programme.

Number of Classrooms and size of each

Particulars	Number of rooms available in the institution	Size of each room
Class rooms	03 01	63.37Sq.m. Each 100.74Sq.m.

Number of Tutorial rooms and size of each

Particulars	Number of rooms available in the institution	Size of each room
Tutorial rooms	02	63.37Sqm. Each

Number of laboratories and size of each

MCA LAB 205.32 sqm

Number of drawing halls and size of each-- 03 - 100.74 Sqm. Each.

Number of Computer Centres with capacity of each

Particulars	Number of centers available in the institution	Size of each room
Computer centers	01	205.32 Sqm.

Central Examination Facility, Number of rooms and capacity of each.

The college has a Central Examination Cell, which plans and ensures the smooth conduct of examinations. The number of rooms allotted to the cell is 6 with a seating capacity of 60 each.

Teaching Learning process

- Curricula and syllabi for each of the programmes as approved by the University.

As Per OU Syllabus

➤ Academic Calendar of the University

MCA II & IIIrd YEAR (Ist SEMESTER)
(Copy of the University Almanac (Schedule) is enclosed)

- 1.COMMENCEMENT OF INSTRUCTION :20.07.2009
2. LAST DAY OF INSTRUCTIONS: :31.10.2009
- 3.THEORY EXAMINATIONS II/II, III/II, (SUPPLEMENTARY): 02.11.2009 TO
21.12.2009
4. THEORY EXAMINATIONS II/I, III/I (MAIN): 23.11.2009 TO 05.12.2009
5. PRACTICAL EXAMINATIONS: 07.12.09 TO 19.12.2009

MCA II & IIIrd YEAR (II nd SEMESTER)

1. COMMENCEMENT OF INSTRUCTION :21.12.2009
2. LAST DAY OF INSTRUCTIONS : 17.04.2010
(with two weeks winter vacation)
3. THEORY EXAMINATIONS II/I, III/I, (SUPPLEMENTARY): 19.04.2010 TO
01.05.2010
4. THEORY EXAMINATIONS II/II, III/II (MAIN): 03.05.2010 TO 15.05.2010
5. PRACTICAL EXAMINATIONS: 17.05.2010 TO 29.05.2010
6. SUMMER VACATION : 31.05.2010 TO 27.06.2010

➤ Academic Time Table

---List Enclosed---

Teaching Load of each Faculty 16 hrs/week

➤ Internal Continuous Evaluation System and place

The Department conducts the following activities to ensure the growth of its students.

(1) **Internals, Slip Tests and Assignments**

Two internal tests are conducted for the students, which is a part of the curriculum. Slip Tests are conducted Unit wise and assignments are given to the students. This enables to identify different levels of learners and for each group suitable measures like Remedial Classes are taken.

(2) **Bridge Course**

Some of the students joining MCA are from non-mathematical, non-sciences backgrounds. Such students are identified and special courses are conducted for them to bring them on par with the class.

(3) **Remedial Measures**

Measures are taken for academically weak students to improve their quality of performance.

(4) **Group Discussions and Seminars**

Group Discussions and Seminars conducted regularly help in assessing the interest of the student in the subject.

➤ **Students' assessment of Faculty, System in place.**

The college has a well-designed feedback system. The College records an institutional feedback both at the entry and exit levels. Each Department also takes its individual feedbacks depending upon which appropriate measures are taken.

Note: Suppression and/or misrepresentation of information would attract appropriate penal action.