

**Mandatory Disclosure for
MCA Programme offered at
SAI-SUDHIR POST GRADUATE COLLEGE**

Name of the Institution:

SAI-SUDHIR POST GRADUATE COLLEGE
B-8/2, ECIL X Roads, Hyderabad – 500 062.
Phone: 040-27127302, 27134661; Fax: 040-27134660
Website: sai-sudhir.com, e-mail:ursses@satyam.net.in

Name & Address of the Director

Sri. M.V. SUBBA RAO.
SAI-SUDHIR POST GRADUATE COLLEGE
B-8/2, ECIL X Roads, Hyderabad – 500 062.
Phone: 040-27127302, 27134661; Fax: 040-27134660

III. Name of the Affiliating University: Osmania University

IV. Governance

❖ Members of the Board and their brief background:

A team of eminent and noted educationists with vast experience and dedication for the cause of education have formed the Sai-Sudhir Educational Society to promote quality education. To start with, in order to achieve their aim, Sai-Sudhir College was established in 1992. In the field of higher education introduced +2 and Degree level courses both in sciences and humanities. Sai-Sudhir is the first college established a Post Graduation centre in the industrial belt of ECIL by introducing Technical course MCA in 1995, MBA in 1998 in their own premises. We are standing within two to three position in counseling amongst the private colleges in twin cities of Hyderabad.

Regarding the Governing Body Members of the society all are highly qualified educationalists with a motto to promote quality education.

1. Smt.R.Usha Rani (Secretary & Correspondent) : Smt.R.Usha Rani hails from highly educated family with qualifications M.Sc., M.Phil, in Chemistry. She worked under Prof.V.Balaiah Ex.Vice Chancellor of Nagarjuna University. She served as a Principal in the educational field. Promoted Sai-Sudhir group of colleges in 1992. She received several awards for her social works. She works with all dedication and devotion and takes care of all the activities for the successful conduct of the organization. Well known amongst the student community for imparting discipline and concern towards them.

2. Smt.L.Sudha Rani (President) : A Post Graduation in Sciences and working in promoting education for the last 18 years. With a vision to strive for in the filed of education she has taken the help and assistance form the like minded people for starting the society. She has being chosen as president and she is concentrating for the development of the society.

3. **Sri.R.Raji Reddy** (Vice-President) : Sri. R. Raji Reddy is an electronics Engineer and an Industrialist. Acting as Vice President of the society and guides the members of society for the promotional activities.
4. **Sri. A.V. Babu** (Treasurer) : Sri. A. V. Babu is a Post Graduate in Commerce. He is an Educationalist and promoter of Nalanda group of educational institutions. Having around 45 branches throughout Andhra Pradesh and in other states of India. He supports the Institute by all means.
5. **Sri. M. Sudhir Babu** (Joint Secretary) : Sri. M. Sudhir Babu is an Engineer and a Business Man. Acting as Joint Secretary and looks after the Liaison works of the Institute.

❖ **Members of Academic Advisory Body:**

1. Dr. T. HANUMAN CHOWDARY

Former I.T. Advisor to Govt. of A.P., Presently advisor to I.T. Companies like TCS, Satyam Computer etc.,

2. Prof. Ch. VENKATESHWARA RAO

Former Registrar, JNTU (Retd.) Former Secretary-APSICHE.

3. Maj. P.T. CHOWDHARY

Industrialist

4. Dr. D.N. RAO

Industrialist

5. Maj. K.PRABHAKAR REDDY

Senate Member – Osmania University, Hyderabad.

- ❖ Frequency of the Board Meetings and Academic Advisory Body : **Every quarterly**
- ❖ Organizational Chart And Processes

CORRESPONDENT

Principal

Director

Administrative Officer
Professors

Placement Officer

Associate

Adm. Staff

Librarian

Lecturer

Programmer

- ❖ Nature and Extent of involvement of faculty and students in academic affairs/ improvements:
Every month staff meeting is held to discuss the performance and methodology of teaching. At the same time feedback from the student is obtained and the same is discussed for the improvement.
- ❖ Mechanism/Norms & Procedure for democratic/good Governance
We constitute our governing body through election in a democratic manner periodically.
- ❖ Student Feedback on Institutional Governance/faculty performance: **Rated as best.**
- ❖ Grievance redressal mechanism for faculty, staff and students: **Suggestion box is arranged to receive feedback from students and staff.**

V. Programmes

- ❖ Name of the Programmes approved by the AICTE : **MCA & MBA**
- ❖ Name of the Programmes accredited by the AICTE : **MCA & MBA**
- ❖ For each Programme the following details are to be given:
 - Name **MCA**
 - Number of seats **120**
 - Duration **Three Years (Full Time)**
 - Cut off mark/rank for admission during the last three years :
Based on rank obtained in ICET
 - Fee **24,000.00**
 - Placement Facilities **Provided**
 - Campus placement in last three years with minimum salary, maximum salary and average salary :

Every year at an average of 75% of the students are placed in the renowned Organisations with starting salaries ranging from Rs. 14,000/- to Rs. 25,000/-

- ❖ 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: **NOT APPLICABLE**

Details of the Foreign Institution/University:

- 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:
Not Applicable

- 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
: **Not Applicable**

VI. Faculty

- ❖ Branch wise list faculty members: **MCA**
 - Permanent Faculty **24**
 - Visiting Faculty **Nil**
 - Adjunct Faculty **Nil**
 - Guest Faculty **02 (Additional)**
 - Permanent Faculty: Student Ratio **1:15**

- ❖ Number of faculty employed and left during the last three years
Employed: 20 Left: 13

VII. Profile of Director/Principal with qualifications, total experience, age and duration of employment at the institute concerned

Separate copy is 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
 - 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

VIII. Fee

- ❖ Details of fee, as approved by State fee Committee, for the Institution.
Rs. 24,000/-
- ❖ Time schedule for payment of fee for the entire programme.
Within 30 days from the commencement of class work in each year.
- ❖ No. of Fee waivers granted with amount and name of students. **Nil**
- ❖ Number of scholarship offered by the institute, duration and amount —
- ❖ Criteria for fee waivers/scholarship. —
- ❖ Estimated cost of Boarding and Lodging in Hostels.: **Not Applicable**

IX. Admission

- ❖ Number of seats sanctioned with the year of approval.
During 2007-2008 - intake sanction is 120
- ❖ Number of students admitted under various categories each year in the last three years.

Open	SC	ST	OBC	NCC	Management
32	14	05	41	4	24

*Reservation categories are filled at counseling by University. The above figure may vary. College has no role in filling the Reservation Category. In case of Management Quota – Admission is purely based on Merit.

- ❖ Number of applications received during last two years for admission under Management Quota and number admitted. **During the academic year 2007-2008, we received 300 applications for 24 seats and top 24 students were admitted based on the merit in the qualifying examination.**

X. Admission Procedure

- ❖ Mention the admission test being followed, name and address of the Test Agency and its URL (website). **State Govt. conduct ICET– Integrated Common Entrance Test for admission into MCA & MBA.**
- ❖ Number of seats allotted to different Test Qualified candidates separately [AIMCET/CET (State conducted test/University tests)/Association conducted test]
80 % Seat is filled by Convenor in the Counseling at the University and the remaining 20% seat is filled by the Management based on Merit in the qualifying examination, without any deviation in the norms of both the University and State Govt.
- ❖ Calendar for admission against management/vacant seats:
 - Last date for request for applications :
Depending upon the notification from Statement Govt.
 - Last date for submission of application:
Depending upon the notification from Statement Govt.
 - Dates for announcing final results.
Within 10 day from the last date as per the notification from Statement Govt. for submitting the list of selected students for ratification.
 - Release of admission list (main list and waiting list should be announced on the same day):
Depending upon the notification from Statement Govt.
 - Date for acceptance by the candidate (time given should in no case be less than 15 days) : **15 to 20 days**
 - Last date for closing of admission :
As per the notification of the State Govt.
 - Starting of the Academic session. **As per the University Almanac.**
 - The waiting list should be activated only on the expiry of date of main list. **Strictly as per the norms.**

- The policy of refund of the fee, in case of withdrawal, should be clearly notified. **Fee once paid is not refundable or transferable. Fee is paid at the time of counseling to the concerned authority of the University or State Govt.**

I. Criteria and Weightages for Admission

- ❖ Describe each criteria with its respective weightages i.e. Admission Test, marks in qualifying examination etc.
Qualified in ICET Examination, or 50% of marks in aggregate at Graduation. [As per the norms of State Government norms]
- ❖ Mention the minimum level of acceptance, if any. **50% marks in aggregate at Graduation OR ICET qualified.**
- ❖ Mention the cut-off levels of percentage & percentile scores of the candidates in the admission test for the last three years. During the academic year, out of 24 seats, 22 seats are filled by ICET rank holders and the remaining seats i.e. 2 seats are filled by Non-ICET ranker who scored marks between 68% & 71% at graduate level.
- ❖ Display marks scored in Test etc. and in aggregate for all candidates who were admitted. **As per the instruction, the admitted students list is submitted to Andhra Pradesh State Council for Higher Education (APSCHE).**

Application Form -

Available in our website. NRIApp-Form

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 academic year 2007-2008, list will be hosted in the website.**

Results of Admission under Management Seats/Vacant Seats

We have been following the Norms of State Govt. from time to time

- ❖ 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)
Principal, Director, Management Member and two senior faculty.
- ❖ Score of the individual candidates admitted arranged in order of merit.
Yes
- ❖ List of candidates who have been offered admission.
Merit list is prepared and admission is given accordingly.
- ❖ Waiting list of the candidates in order of merit to be operative from the last date of joining of the first list candidates. **It is followed.**
- ❖ List of the candidates who joined within the date, vacancy position in each category before operation of waiting list.
Based on the availability of the seats, waiting list is displayed.

Information on infrastructure and other resources available

Library:

- Number of Library books/Titles/Journals available (programme-wise):

No of Titles	No. of Volumes
1189	13209

- List of online National/International Journals subscribed:

National	International
14	05

- E-Library facilities: : **Available**

Laboratory:

For each Laboratory

- List of Major Equipment/Facilities:
 - * **Best of the lab with latest computer systems**
 - * **Online laboratory with LCD Projector**
 - * **EDUCAT Programme from AICTE are Provided to the Students**

* Seminar Hall is equipped LCD Projector and other Teaching aid for conduct of Seminars, Guest Lecture from Eminent Speaker from Industry, University Professors and others.

➤ List of Experimental Setup : Not Applicable

Computing Facilities:

- Number and Configuration of Systems : **180 Systems**
- Total number of systems connected by LAN : **All**
- Total number of systems connected to WAN : **Nil**
- Internet bandwidth : **One connections each 512 Kphb;**
one connection of 128 Kphb.
- Major software packages available
Required Software are Available.
- Special purpose facilities available

Games and Sports Facilities: **Available**

Extra Curriculum Activities:

**Conducting IT & Management Meets,
Inter College Seminar,
Educational Tours. etc.**

Soft Skill Development Facilities

Soft skill training is arranged by Inviting Professions.

Number of Classrooms and size of each: **6 Class Room of each 66 sq Mts**

Number of Tutorial rooms and size of each: **3 Class Room of each 40 sq Mts**

Number of laboratories and size of each : **2 Labs of total 3000 Sq. Mts**

Number of drawing halls and size of each : **—**

Number of Computer Centre with capacity of each: **1 Hall with 120 students seating Capacity**

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

Teaching Learning process :

- Curricula and syllabi for each of the programmes as approved by the University. **University approved syllabi is followed.**
- Academic Calendar of the University: **University Almanac is strictly followed.**
- Academic Time Table: **Weekly 4 hours of theory and 6 hours of Practical session, this is as per the norms of Osmania University. Additional to this, separate session for week students is arranged along with practical session every day.**
- Teaching Load of each Faculty : **Two to three hours per day for each faculty**
- Internal Continuous Evaluation System and place: **Every fortnight internals are conducted. And the results are displayed in the Notice board.**
- Students' assessment of Faculty, System in place. : **Best**

Signature

Photograph