YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution　　　　Government Degree College Amadalavalasa

- Name of the Head of the institution　　Dr. Ch. Kesava Rao

- Designation　　PRINCIPAL

- Does the institution function from its own campus?　　Yes

- Phone no./Alternate phone no.　　08942287001

- Mobile No:　　9490430356

- Registered e-mail　　amadalavalasa.jkc@gmail.com

- Alternate e-mail　　iqac.amadalavalasa@gmail.com

- Address　　Near MRO Office Pathinavari Street Amadalavalasa

- City/Town　　SRIKAKULAM

- State/UT　　ANDHRA PRADESH

- Pin Code　　532185

2.Institutional status

- Type of Institution　　Co-education

- Location　　Semi-Urban

- Financial Status　　UGC 2f and 12(B)

- Name of the Affiliating University **Dr. B.R. Ambedkar University**

- Name of the IQAC Coordinator **B. SHANKAR**

- Phone No. **9052585707**

- Alternate phone No. **08942287001**

- Mobile **9052585707**

- IQAC e-mail address **iqac.amadalavalasa@gmail.com**

- Alternate e-mail address **b.shankar98@yahoo.com**

3.Website address (Web link of the AQAR (Previous Academic Year) www.gdcamadalavalasa.ac.in

4.Whether Academic Calendar prepared during the year? **No**

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

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.02**	**2016**	**26/03/2015**	**20/03/2020**

6.Date of Establishment of IQAC **06/06/2016**

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
00	**00**	**00**	**00**	**00**

8.Whether composition of IQAC as per latest NAAC guidelines **No**

- Upload latest notification of formation of IQAC No File Uploaded

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?   **No**

- 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)

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
Enrollment of Faculty to various online courses	Some of the Faculty members have registered.
Introduction of Popularized/ Innovative Practices	Installed Complaint/Suggestion box by the IQAC
Co-Curricular Activities	Community Service Project, Publication of Annual Magazine-Prajna
Gender Sensitization Activity	College has organized following Gender Sensitization Programs : ? Women's Counseling Programme. (03/01/2022) ? Women Empowerment Programme. (08/03/2012) ? Conducted Disha Awareness Programme for girl students (22042022)
ICT Enabled Classroom	ICT enabled classroom with seating arrangement of 40-50
Introduction of New Courses	The college has submitted proposals for B.Sc MPC & CBZ for the Academic year 2020-21

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	Government Degree College Amadalavalasa
• Name of the Head of the institution	Dr. Ch. Kesava Rao
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08942287001
• Mobile No:	9490430356
• Registered e-mail	amadalavalasa.jkc@gmail.com
• Alternate e-mail	iqac.amadalavalasa@gmail.com
• Address	Near MRO Office Pathinavari Street Amadalavalasa
• City/Town	SRIKAKULAM
• State/UT	ANDHRA PRADESH
• Pin Code	532185

2.Institutional status

• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Dr. B.R. Ambedkar University
• Name of the IQAC Coordinator	B. SHANKAR
• Phone No.	9052585707

• Alternate phone No.	**08942287001**
• Mobile	**9052585707**
• IQAC e-mail address	**iqac.amadalavalasa@gmail.com**
• Alternate e-mail address	**b.shankar98@yahoo.com**

3.Website address (Web link of the AQAR (Previous Academic Year)	www.gdcamadalavalasa.ac.in
4.Whether Academic Calendar prepared during the year?	**No**
• if yes, whether it is uploaded in the Institutional website Web link:	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.02**	**2016**	**26/03/2015**	**20/03/2020**

6.Date of Establishment of IQAC	**06/06/2016**

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
00	**00**	**00**	**00**	**00**

8.Whether composition of IQAC as per latest NAAC guidelines	**No**
• Upload latest notification of formation of IQAC	No File Uploaded
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?	**No**

• 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)

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
Enrollment of Faculty to various online courses	**Some of the Faculty members have registered.**
Introduction of Popularized/ Innovative Practices	**Installed Complaint/Suggestion box by the IQAC**
Co-Curricular Activities	**Community Service Project, Publication of Annual Magazine-Prajna**
Gender Sensitization Activity	**College has organized following Gender Sensitization Programs : ? Women's Counseling Programme. (03/01/2022) ? Women Empowerment Programme. (08/03/2012) ? Conducted Disha Awareness Programme for girl students (22042022)**
ICT Enabled Classroom	**ICT enabled classroom with seating arrangement of 40-50**
Introduction of New Courses	**The college has submitted proposals for B.Sc MPC & CBZ for the Academic year 2020-21**

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

Year	Date of Submission
2021	29/09/2021

15.Multidisciplinary / interdisciplinary

There are no such multidisciplinary / interdisciplinary courses offered in the college at present. How ever it is proposed to introduce such programes in near future.

16.Academic bank of credits (ABC):

Efforts are on towards digitalization of certain Academic records of the students/stakeholders.

17.Skill development:

The courses offered under Skill Development and Life Skills will enable the students to become employable and grab employement opportunities in future.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The curriculam prescribed for the students instructed in both medium (English & Telugu) which help the student to understand better the concepts mentioned therein.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The soul purpose of Higher Education is to meet the requirments of the stakeholders, which is imparted to the same with the prescribed curcullam keeping in view of their bright future.

20.Distance education/online education:

Distance education/online education in the college not available currently. And no State and Central University any such center in the college to offer the said courses to Distance education/online mode.

Extended Profile

1.Programme

1.1	**2**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1	**93**
Number of students during the year	

File Description	Documents
Data Template	No File Uploaded

2.2	**180**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	No File Uploaded

2.3	**40**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1	**7**
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	**10**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	6
4.2 Total expenditure excluding salary during the year (INR in lakhs)	582970
4.3 Total number of computers on campus for academic purposes	1

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 curriculum is taken from the University website and in the beginning of the academic year a departmental plan is prepared by every department inserting important events, student activities and seminars etc., This is submitted to the principal of the college through IQAC for scrutiny and approval and the same is communicated to the students making them alert about the activities to be undertaken by them. The class teacher prepares individual annual plan and he delivers the curriculum accordingly. Whenever the teacher goes on long leave an alternate arrangement will be made to compensate the loss of those classes by entrusting those hours with teachers of the same subject or teachers of the same group combination. He notes down his academic activities in his diary.Any activity other than class work like co-curricular and extra-curricular activities will be entered in the diary.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The examination and evaluation of students is done by the affiliated University norms. However in the evaluation process 25% marks are based on internal evaluation which consists of the performance in two mid-examinations and personal observation. The mid-examination is again a theoretical way of testing the students' ability of comprehension in the subject. The personal observation is based on his regularity, obedience, discipline and cordial relationship with his colleagues. The student is also tested his abilities in elocution, essay writing and quiz competitions conducted in connection with various occasions in the campus organized as per the academic calendar of the institution.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	**Nil**

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	**No File Uploaded**
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

2

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

The institution follows the curriculum prescribed by the affiliating University which includes relevant subject papers and foundation courses like Human Values and Professional Ethics, Subject based foundation courses and ICT. These subjects are taught by the teachers and examinations are also conducted for the knowledge in these areas. Gender based topics are thoroughly discussed in anti-ragging cell, anti-sexual harassment cell and disciplinary cells of the college. Judges, Advocates, Policeofficers and faculty constantly enlighten the students about the relevant acts and sections of punishment in case of gender abuse. Important days are celebrated in the campus so that awareness on environment, atmosphere, water, pollution and patriotic services rendered by freedom fighters is created. The college always tries to enlighten the students on cross cutting issues and mentor the students to go in a fair manner in the endeavours for attaining their physical goals and societal responsibilities.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	**No File Uploaded**

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

42

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

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   **C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

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 sanctioned seats during the year

24

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

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

24

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

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

The students are categorised into two groups namely Advanced Learners and Slow Learners, based on the marks obtained in the previous courses, such as Intermediate, courses offered by ITI of AP and the performance of the students in the class as well as in the Internel exams. The Slow Learnes allotted to the respective Mentors based on their level of understanding of their subjects. Whereas, the Advanced Learners are assigned activities like, Seminars and Quiz programs.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
19	**1**

File Description	Documents
Any additional information	**No File Uploaded**

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

The Student centric method, suchas experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences. The methods are followed to impart the students the concepts of the curcullam and keeping in view of certain Slow Learnes in each class.

File Description	Documents
Upload any additional information	No File Uploaded
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

From time to time, the teachers working in Govt. Degree Colleges across the State are instructed and oriented by the Academic Staff colleges under the Universities and conduct some seminars and workshops involving the faculty members as participants with an emphasis to make best use of ICT enabled tools in the classes. To meet the said purpose a virtual classroom was established in the college which is to be connected with high speed fibrenet.

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

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

1:20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

5

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

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

2

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)	**No File Uploaded**

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

18 - 20

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

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.

The college adopts Continuous Internal Assessment mechanism for assessing the students in the choice based credit system. In the CBCS system students are allowed to have elective subjects/ programs in the semester mode of examination. There is a 90 day duration for each semester with two mid examinations in each semester. There is a 75% of external evaluation by the University and 25% of internal assessment by the teachers. The 25% of assessment includes the performance in the mid examinations, assignments, seminars, study projects, quizzes and participation in extracurricular activities. The state government fixes the Continuous Internal Assessment for 50 marks with 20 marks for mid exams, 10 marks for assignments, 10 marks for co-curricular activities and 10 marks for extra-curricular activities. The performance of the students in the CIA process is documented and the consolidated mark for internal assessment is uploaded in the University website.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

The semester wise examination system envisages both external and internal methods of assessing students which is a unique feature in assesment of the students. Each semester consists of two mid examinations and methods of assessment in curricular , cocurricular and extra-curricular activities. The mid examination carries 20 marks with long questions, short questions and multiple choice questions. Generally these questions are practised in assignments and tutorial classes.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The choice based curriculum system places the curriculum of all the subjects in the website of State Council of Higher Education, A.P., Vijawawada and also on the website of the affiliating University. Along with the curriculum the course outcomes and the programme outcomes are notified. In the begining of the academic year, the departments download the curriculum, thoroughly examine the outcomes and prepare annual academic plan on these lines. Thus the students are also aware of the programme outcomes and course outcomes and also the activities that will be undertaken by the departments during the course of the programme.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The curriculum, outcomes and the annual curriculum plans of all the subjects of all the programmes are communicated to the students and the same are displayed prominently in respective departments and library. Thus the students are also aware of the programme outcomes and course outcomes and also the activities that will be undertaken by the departments during the course of the programme. Thus there is a coordination between the teachers and the students with regards to the realisation of the outcomes of the programme. Since each department prepares its activity register in conjunction with its course outcomes, the activities are based on the realisation of the course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
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

16

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
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)

http://www.gdcamadalavalasa.ac.in

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)	No File Uploaded

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

3.1.2.1 - 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)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

0

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

0

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers

published in national/ international conference proceedings per teacher during the year

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

0

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

3.3 - Extension Activities

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

Extension activities are carried out by National Service Scheme(NSS) units in the college. The units prepare activity plans based on the activities list provided by the NSS program coordinator of the affiliating University and the IQAC of the college. Each unit enrolls 100 students and thereby 200 students are earmarked for conductinf programmes and recieving training through extension activities as planned in the annual activity plans. The extension activities include Swachh Bharat, Plantation, Blood donation, canvassing against social evils and conducting awareness programmes on various social and sensitising issues. The NSS units take the coordination of other cells like Women Empowerment Cell, Youth Red Cross Society, Red Ribbon Club and Eco-club. The activities are conducted with frontline volunteers and other students(if interested). In addition to regular activities, the NSS units organize Seven Day special programmes in adopted villages and conduct activities like Swachh Bhart, ralies against social evils, conducting socioeconomic surveys and create awareness on the schemes of the State and the Central Governments. Thus the volunteers are given training in many spheres of life which may be useful to them in their future.

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

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

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

0

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

3.3.3 - 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

3.3.3.1 - 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

9

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

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.

The college is situated in spacious buildings. Almost each class has an independent class room with tube lights and fan facilities. Every room has adequate ventilator facilities also. Each room is provided with black board/green board, one teacher table, chair and sufficient number of duel desks for students. The college provides chalk pieces and duster for each teacher. Due to RUSA grants the infrastructural facilities have been markedly improved in the campus.

File Description	Documents
Upload any additional information	**No File Uploaded**
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 college is fortunate to have gym and sports facilities under the able guidance of physical director. The college has very good play ground suitable for Athletics and Cricket. Volley-ball, Badminton and Tennicoit, Open courts are also available. There is a separate room for Table tennis. Students are allowed to participate in all kinds of games and sports events after 3:00 pm in the campus and also in the early morning hours. The students are taken to sports competitions conducted by the affiliating university for university-level competitions and inter-university level competitions. Due to Covid-19 conditions such competitions have been very much restricted. The institution has the cultural committee under which academic competitions are held at college level marking the occasion of Independence Day, Republic Day and College Annual Day and prizes are distributed to the winners. In addition, departments and other co-curricular organs like NSS, YRC and Women Empowerment Cell also organize various competitions on important events. There are sufficient facilities like auditorium, seminar-hall, public addressing system and projector facility for organizing these activities.

File Description	Documents
Upload any additional information	No File Uploaded
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.

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

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)	No File Uploaded

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)

0

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

4.2 - Library as a Learning Resource

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

The college library is automated with SOUL 2.0 package and the process is a continuous one. The library gives access to NLIST facility to all staff and students with the library staff themselves uploading the individual data of the staff and students in the NLIST group. The library also has National Digital Library access. In recent times, the Commissionerate of Collegiate Education, Andhra Pradesh launched Learning Management System (LMS) in which the lessons prepared by the selected faculty in the state in the digital form are uploaded from time to time. The library provides access to these LMS lessons to all the students with the librarian being the admin of the activity. In the Covid-19 conditions the teachers are instructed to engage classes in the online mode and they are allowed to have access to G-SUITE and Teachmint apps. Thus the library is an indirect source of blended learning methods.

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

4.2.2 - The institution has subscription for the **E. None of the above** **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

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)

0

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

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

69

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

4.3 - IT Infrastructure

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

The institution has been granted RUSA 1.0 funds and an amount of 60,00,000/- allotted for IT updation and renewable energy source Page 31/107 17-08-2022 12:52:04 Annual Quality Assurance Report of GOVERNMENT DEGREE COLLEGE installation. During 2017-18 one virtual class room and three digital class rooms have been installed. The internet facility with 100 Mbps speed has been provided for a period of 5 years with fibrenet connectivity. The bill for this provision is included in the above mentioned amount. It is heartening that the college is able to provide this Wi-Fi facility without serious interruptions. The tariff for this facility will be paid by the state government under a different budgetary allocation. The college also has broadband connection which is a supplementary source of internet for which the tariff is paid by the state government. Nowadays every faculty member or many of the students have personal hotspot facility in their mobile phones with the help of which they can have access to internet facility. Unfortunately, the computer systems could not be purchased due to want of funds and proposals have been submitted for sanction of updated computer systems in the college.

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

4.3.2 - Number of Computers

1

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

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)

Rs90,000-00

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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.

The college is run by the state government grants towards salaries, purchase of equipment, books, computers and repairs/maintenance of the existing infrastructure of the college. The Government sanctions budget for water& electricity (W&E), stamps, postage and telephone (SPT), other office expenses (OOE), travel allowance (TA) and internet charges on quarter wise basis and institution also incurs expenditure on the above items on a quarter wise basis to the possible extent. The infrastructure items like dusters, chalk-pieces, broom sticks, dust-bins and academic records are purchased from the special fee fund of the college. The tour expenses for taking students for study trips, projects, sports events and competitions at district or state level.

File Description	Documents
Upload any additional information	**No File Uploaded**
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

93

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
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)	**No File Uploaded**

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

0

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)	**No File Uploaded**

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

C. 2 of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**No File Uploaded**

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	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

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

42

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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

12

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

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.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**No File Uploaded**

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)

The college constitutes academic, administrative and financial committees for the present academic year with each committee comprising a convener, three lecturers and two student representatives. Each committee discusses issues pertaining to that committee and student representatives are also involved in decision making of that particular issue which means every decision in a committee is made with the involvement and consent of student representatives of that committee. These staff council members are included in the student advisory committee. All issues can be discussed in the student advisory committee. Issues like facilities- water, toilets, bus, and scholarships are discussed in the advisory committee meetings and the decisions will be forwarded to the principal of the college for taking appropriate decisions. Student function dates are fixed in the student advisory committee and full-fledged student support is thus obtained.

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

0

File Description	Documents
Report of the event	No File Uploaded
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)	No File Uploaded

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 doesn't have a registered Alumni Association. However, it contributes to the institution to the extent that it canvasses goodwill among the public about the facilities and performance of the college within its own limitations. The alumni meet twice or thrice in an academic year and keeps itself informed of the developments being taken up by the institution in that particular academic year. It also gives a small contribution for supply of study materials and competitive books which helps the students to go for higher education or employment. Since the college alumni consists of members from middle class groups, their contribution to the institution in terms of resource mobilization is meager.

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

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 vision and mission of the college is to make the student physically, mentally and ethically fit for leading life and for earning livelihood. Coincidentally all the efforts of the government and the institution focus at this objective. The institution conducts classes in the offline and online modes depending upon the upsurge of Covid-19 pandemic. The usage of mobile apps is very common nowadays and the present situation forced the students to learn the technological upgradation aspects. The institution organizes various awareness programmes on constitutional obligations, fundamental rights and civil responsibilities and also on ethical values. The speakers always advocate virtuous behaviour for the students. The extension and outreach programmes inject social responsibility and a sense of leadership among the student participants. The Physical Education department imparts training on yoga, games and sports and physical fitness.

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

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

The academic and administrative activities of the college are run by committees comprising one lecturer convener, two or three lecturers and two student representatives. Each committee meets at periodical intervals or whenever necessary to take resolutions. This is one of the best practices adopted by the college. The members on each committee are nominated on the basis of expertise and interest in the committee activities. The student participation is also a symbol of participative management at the grass-root level. Some committees also include external members like noted personalities, alumni, parents and government/university officials. These members discuss the issues at length and bring out the best decisions as is evident in CPDC and NAAC committees. This involvement of students enables the

students to learn the basic principles of management and decision-making-abilities at tender age.

File Description	Documents
Paste link for additional information	Nil
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 manual administration is replaced by e-governance with most of the correspondence is done through e-mail and even transfer orders are implemented through e-mail only. Circulars and instructions are issued and replies are submitted through internet only. Only legal and very important documents are sent by post and are recorded in the files. However, the database of students is maintained in the online mode which is made available to all government agencies like Commissionarate of Collegiate Education, Social Welfare Departments and CM Dashboard. The Student Registration, Amount Sanction and Remittance into Bank account for Scholarship Process are done in e-governance mode. The Job Drives are carried out by certain Software Companies through e-governance mode.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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.

This institution has been established with the vision of making the students fit for job and civilized life which is possible when disciplined principles and norms are practiced at the institutional level. The courses are selected on the basis of student feeding from lower classes and public demand. Nowadays, the admissions are made in the online mode through OAMDC module. The entire admission process is highly transparent and error free.

The teachers are appointed on regular, contractual and parttime basis duly following the guidelines set by the government. Their salaries are paid from government budget and college budget collected from the students. Even for contractual and part-time teachers the salaries are paid through treasury so that no corrupt practices are made to creep in and a transparency is established in this regard. The examinations are held as per the University schedule and norms.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The college staff comprises teaching and non-teaching staff members. Apart from monthly salaries paid through treasuries, the regular staff has the facility of annual increment, incentive increments and career advance increments. For example, a PhD holder is eligible for five advance increments at the entry level if he possesses that qualification at the time of entry into service.

There are senior scale, selection-grade scale and professor scale
in the UGC pay scale structure which is an incentive measure. In
addition, an employee is eligible for provident fund, insurance,
medical reimbursement etc. For non-teaching staff certain other
welfare measures like festival advance and cloth advance are also
provided. The employees are eligible to get provident fund
temporary advance and part final withdrawal amenities. They are
also eligible for six months maternity leave and 15 days paternity
leave.

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

0

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)	No File Uploaded

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

0

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)	**No File Uploaded**

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

0

File Description	Documents
IQAC report summary	**No File Uploaded**
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)	**No File Uploaded**

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

The teachers of the institution have annual self appraisal report (ASAR) for every academic year. The ASAR score is the sum of three categories. i) Teaching (includes lectures,practicals,tutorials and other teaching related activities) ii) Activities (involvement

in the College Students Related Activities/ Research Activities)
iii) Academic/Research activities (Research papers in UGC listed
journals, Publications other than research papers, creation of ICT
mediated teaching learning pedagogy and content development of new
and innovative courses and cirricula, research projects,
consultancies, patents, awards and lectures in seminars and
conferences) The ASAR for each teacher is to be prepared by the
individual, scrutinized by the IQAC and score is given by the
principal of the college. Thus the ASAR scores are collected and
uploaded in the website ofapcce.gov.in The performance appraisal
system for non-teaching staff is yet to be formulated.

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

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

The financial committees of the college prepare plans for each
source of funding in the college namely College Planning and
Development Committee, Special Fee Committee, Restructured Fee
Committee and Library Committee. In the beginning of the academic
year each committee prepares expected amount, future expenditure
on plan and non-plan items within the annual grant and takes
appropriate decisions at the appropriate times. Every financial
transaction is based on committee resolution and the same is
entered in the cashbook. We can review the financial position from
the cashbook at anytime. This is the way of internal financial
audit for all financial committees very frequently at the college
level. The external financial audit is carried out by the audit
team of Accountant General or Regional Joint Director once in five
years or whenever a principal retires from service.

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)	No File Uploaded

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

The institution follows standard procedures of fund mobilization for salaries of permanent, contractual and parttime employees of the college by sending proposals for Numerical data in advance i.e. for the next academic year which always redresses the grievances of late receipt of salaries. Similar procedure is adopted for budget allocation from the state government on the items—Postage, telephone and internet charges, electricity bills and stationery. Depending upon the availability of the state budget the college is sanctioned grants for the physical and academic maintenance of the institution. Depending upon the availability of central government grants, Revenue schemes for purchase of Machinery & Equipment and for purchase of books for SC and ST book bank schemes is granted by the state government.

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 Internal Quality Assurance Cell (IQAC) meets in the beginning

of the academic year and basing on the performance of the college during the previous academic year and on the recommendations of the previous NAAC team, prepares an action plan covering academic and administrative future plan. The IQAC monitors the performance of the institution in terms of academic activities and administrative developments formally and informally. Wherever requires , the IQAC takes initiative in convincing the administration about the need of such activity and tries to implement the same. The IQAC conducts awareness programmes on IPR, NAAC criteria , academic audit and advises the departments to prepare records and documents as per the NAAC directions. Sometimes the IQAC goes beyond its purview and organizes programmes of quality sustenance. For example, many awareness programmes have been conducted on the online classes, blended teaching methods, online quizzes, webinars and online meetings.

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 IQAC always keeps in touch with all teaching departments, library, physical education and office of the college. It monitors various developments in academic and administrative issues and assures quality sustenance in the activities of the college. Sometimes it receives feedback from the members of the IQAC who are well versed with the worldly knowledge and nuances in education field. The IQAC speaks to alumni and Philanthropists and tries to mobilize funds for infrastructural maintenance and physical infrastructural development.

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   C. Any 2 of the above

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)

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

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

The college has Women Empowerment Cell (WEC) to monitorthe activities related to the grievances, welfare measures and counselling of girl students of the institution. The WEC organized awareness programmes on legal literacy with special reference to women's rights and on health and hygiene of girl students studying in the college. The WEC tried to remove the apprehensions and inhibitions faced by the girl students at this tender age of 17-20 years. The WEC in collaboration with Police Department organized awareness programmes on usage of Disha app which is intended to provide protection for women against atrocities. The resource persons practically demonstrated the use of Disha app. This gave moral boost to the girl students. The WEC in collaboration with anti-ragging cell and anti-sexual harassment cell organized awareness programmes against atrocities on women. The WEC organized Women's Day celebrations with four women dignitaries as the resource persons who recounted their own experiences in making their careers which was very inspiring.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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	No File Uploaded
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

The institution has solid waste management and liquid waste management facilities only. The wastage due to movement of students and staff, waste piled up due to air are collected daily and placed in a dustbin. This debris is periodically taken away by municipality. The debris due to leaves and papers is sent into vermi-compost pit. The liquid waste is streamlined to go to college garden and there by feeding the saplings and plants. The rain water collected on the roof is also diverted into water harvesting pits.

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

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   D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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: D. Any 1 of the above

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
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   D. Any 1 of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
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 institution has students and staff drawn from various regions of the state and from various socio-economic back grounds. The

Annual Quality Assurance Report of Govt. Degree Collegeis a harmony maintained among the staff and students. In fact, the students are admitted on the basis of reservations with 15% SC, 6% ST and 25% OBC communities with 1/3rd of each category being earmarked to women of that particular category. This addressed the cross-sectional diversity of the students. The staff pattern consists of permanent, contractual and part-time employees. The salaries of the three types of employees may be different. However, mutual respect among the staff members also reflects harmonious environment in the campus.

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

The institutional plan of the college included the observance of World Population Day, Independence Day, World Sports Day, Women Equity Day, Teacher's Day, NSS Day, Gandhi Jayanthi, Ekta Diwas, National Education Day, Constitution Day, AIDS Day, Human Rights Day, Youth Day, National Voter's Day, Republic Day, National Science Day, Women's Day. On all these occasions, meetings are held with subject experts from outside or within the campus being the resource persons. The importance of these days are remembered and students are advised to oblige the norms, rules and regulations envisaged in the constitution. The students also undertake extension and outreach programmes through NSS and other clubs of the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts   A. All of the above

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

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded
Any other relevant information	No File Uploaded

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

The institutional plan of the college included the observance of Environment Day, World Population Day, Independence Day, World Sports Day, Women Equity Day, Teacher's Day, Ozone Day, NSS Day, Gandhi Jayanthi, Ekta Diwas, National Education Day, Constitution Day, AIDS Day, Human Rights Day, National Mathematics Day, Consumer's DayYouth Day, National Voter's Day, Republic Day, National Science Day and Women's Day. On all these occasions, meetings are held with subject experts from outside or within the campus being the resource persons.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
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-I Title: Counseling and Grievance Redressal Goal: To address psychological issues and physical grievances faced by the students and offer pragmatic solutions Practice: Each class is allotted to one teacher as mentor. The mentor collects the socio-economic and academic background of all the students under his mentorship. He enters this data in a note book and closely follows his movements. Since this is a teenage for the students they are prone to infatuations and do not follow the instructions of their parents and other housemates. It is therefore, the prime responsibility of the teacher to observe the mentee very closely. He observes the attendance of the student, his academic excellence and psychology. When the student is found to be astray the mentor advises him to be on the right track. When the student has any problem in his academic pursuit or any other problem in the campus it will be properly addressed to. This facility proves to be very useful for under graduate students.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

The college follows the instructions of the higher authorities of the department to try to implement the vision and mission of the college as per the procedures in vogue. The admissions are on the basis of reservation system which is transparent. In addition to the University prescribed curriculum, certificate courses in some specialization are offered to the students. The life skills and analytical skills are imparted through value added courses.

Field projects and study tours make the students research oriented. The teaching and learning process is made student-centric by involving the students in group studies, activities like academic competitions and co-curricular and extra-curricular activities. The teaching is made digital in addition to conventional teaching methods. The students are involved in extension and outreach programmes through NSS activities A feeling of social consciousness can be injected in the minds of students

which is important.

They can learn leadership qualities by participating in the extension activities. The institution takes up remedial coaching and coaching for higher studies for student progression. The institution takes maximum care for sanction of scholarships to all the eligible students. For physically disabled students scribe facility in the examination and ramps for upstairs are also provided.

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 curriculum is taken from the University website and in the beginning of the academic year a departmental plan is prepared by every department inserting important events, student activities and seminars etc., This is submitted to the principal of the college through IQAC for scrutiny and approval and the same is communicated to the students making them alert about the activities to be undertaken by them. The class teacher prepares individual annual plan and he delivers the curriculum accordingly. Whenever the teacher goes on long leave an alternate arrangement will be made to compensate the loss of those classes by entrusting those hours with teachers of the same subject or teachers of the same group combination. He notes down his academic activities in his diary.Any activity other than class work like co-curricular and extra-curricular activities will be entered in the diary.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The examination and evaluation of students is done by the affiliated University norms. However in the evaluation process 25% marks are based on internal evaluation which consists of the performance in two mid-examinations and personal observation. The mid-examination is again a theoretical way of testing the students' ability of comprehension in the subject. The personal observation is based on his regularity, obedience, discipline and cordial relationship with his colleagues. The student is also tested his abilities in elocution, essay writing and quiz competitions conducted in connection with various occasions in the campus organized as per the academic calendar of the institution.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	**Nil**

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	**No File Uploaded**
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

2

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**No File Uploaded**

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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

The institution follows the curriculum prescribed by the affiliating University which includes relevant subject papers and foundation courses like Human Values and Professional Ethics, Subject based foundation courses and ICT. These subjects are taught by the teachers and examinations are also conducted for the knowledge in these areas. Gender based topics are thoroughly discussed in anti-ragging cell, anti-sexual harassment cell and disciplinary cells of the college. Judges, Advocates, Policeofficers and faculty constantly enlighten the students about the relevant acts and sections of punishment in case of gender abuse. Important days are celebrated in the campus so that awareness on environment, atmosphere, water,

pollution and patriotic services rendered by freedom fighters is created. The college always tries to enlighten the students on cross cutting issues and mentor the students to go in a fair manner in the endeavours for attaining their physical goals and societal responsibilities.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

0

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

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

42

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

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	C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

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 sanctioned seats during the year

24

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

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

24

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

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

The students are categorised into two groups namely Advanced Learners and Slow Learners, based on the marks obtained in the previous courses, such as Intermediate, courses offered by ITI of AP and the performance of the students in the class as well as in the Internel exams. The Slow Learnes allotted to the respective Mentors based on their level of understanding of their subjects. Whereas, the Advanced Learners are assigned activities like, Seminars and Quiz programs.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
19	**1**

File Description	Documents
Any additional information	**No File Uploaded**

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

The Student centric method, suchas experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences. The methods are followed to impart the students the concepts of the curcullam and keeping in view of certain Slow Learnes in each class.

File Description	Documents
Upload any additional information	**No File Uploaded**
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

From time to time, the teachers working in Govt. Degree Colleges across the State are instructed and oriented by the Academic Staff colleges under the Universities and conduct some seminars and workshops involving the faculty members as participants with an emphasis to make best use of ICT enabled tools in the classes. To meet the said purpose a virtual classroom was established in the college which is to be connected with high speed fibrenet.

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

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

```
1:20
```

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

```
5
```

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

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

```
2
```

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)	No File Uploaded

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

18 - 20

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

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.

The college adopts Continuous Internal Assessment mechanism for assessing the students in the choice based credit system. In the CBCS system students are allowed to have elective subjects/ programs in the semester mode of examination. There is a 90 day duration for each semester with two mid examinations in each semester. There is a 75% of external evaluation by the University and 25% of internal assessment by the teachers. The 25% of assessment includes the performance in the mid examinations, assignments, seminars, study projects, quizzes and participation in extracurricular activities. The state government fixes the Continuous Internal Assessment for 50 marks with 20 marks for mid exams, 10 marks for assignments, 10 marks for co-curricular activities and 10 marks for extra-curricular activities. The performance of the students in the CIA process is documented and the consolidated mark for internal assessment is uploaded in the University website.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

The semester wise examination system envisages both external and internal methods of assessing students which is a unique feature in assesment of the students. Each semester consists of two mid examinations and methods of assessment in curricular ,

cocurricular and extra-curricular activities. The mid examination carries 20 marks with long questions, short questions and multiple choice questions. Generally these questions are practised in assignments and tutorial classes.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The choice based curriculum system places the curriculum of all the subjects in the website of State Council of Higher Education, A.P., Vijawawada and also on the website of the affiliating University. Along with the curriculum the course outcomes and the programme outcomes are notified. In the begining of the academic year, the departments download the curriculum, thoroughly examine the outcomes and prepare annual academic plan on these lines. Thus the students are also aware of the programme outcomes and course outcomes and also the activities that will be undertaken by the departments during the course of the programme.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The curriculum, outcomes and the annual curriculum plans of all the subjects of all the programmes are communicated to the students and the same are displayed prominently in respective departments and library. Thus the students are also aware of the programme outcomes and course outcomes and also the activities that will be undertaken by the departments during the course of the programme. Thus there is a coordination

between the teachers and the students with regards to the realisation of the outcomes of the programme. Since each department prepares its activity register in conjunction with its course outcomes, the activities are based on the realisation of the course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
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

16

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
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)

http://www.gdcamadalavalasa.ac.in

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)	**No File Uploaded**

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

3.1.2.1 - 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)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

0

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

0

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

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

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

0

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

3.3 - Extension Activities

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

Extension activities are carried out by National Service Scheme(NSS) units in the college. The units prepare activity plans based on the activities list provided by the NSS program coordinator of the affiliating University and the IQAC of the college. Each unit enrolls 100 students and thereby 200 students are earmarked for conductinf programmes and recieving training through extension activities as planned in the annual activity plans. The extension activities include Swachh Bharat, Plantation, Blood donation, canvassing against social evils and conducting awareness programmes on various social and sensitising issues. The NSS units take the coordination of

other cells like Women Empowerment Cell, Youth Red Cross Society, Red Ribbon Club and Eco-club. The activities are conducted with frontline volunteers and other students(if interested). In addition to regular activities, the NSS units organize Seven Day special programmes in adopted villages and conduct activities like Swachh Bhart, ralies against social evils, conducting socioeconomic surveys and create awareness on the schemes of the State and the Central Governments. Thus the volunteers are given training in many spheres of life which may be useful to them in their future.

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

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

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

0

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

3.3.3 - 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

3.3.3.1 - 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

9

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

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.

The college is situated in spacious buildings. Almost each class has an independent class room with tube lights and fan facilities. Every room has adequate ventilator facilities also. Each room is provided with black board/green board, one teacher table, chair and sufficient number of duel desks for students. The college provides chalk pieces and duster for each teacher. Due to RUSA grants the infrastructural facilities have been markedly improved in the campus.

File Description	Documents
Upload any additional information	**No File Uploaded**
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 college is fortunate to have gym and sports facilities under the able guidance of physical director. The college has very good play ground suitable for Athletics and Cricket. Volley-ball, Badminton and Tennicoit, Open courts are also available. There is a separate room for Table tennis. Students

are allowed to participate in all kinds of games and sports events after 3:00 pm in the campus and also in the early morning hours. The students are taken to sports competitions conducted by the affiliating university for university-level competitions and inter-university level competitions. Due to Covid-19 conditions such competitions have been very much restricted. The institution has the cultural committee under which academic competitions are held at college level marking the occasion of Independence Day, Republic Day and College Annual Day and prizes are distributed to the winners. In addition, departments and other co-curricular organs like NSS, YRC and Women Empowerment Cell also organize various competitions on important events. There are sufficient facilities like auditorium, seminar-hall, public addressing system and projector facility for organizing these activities.

File Description	Documents
Upload any additional information	No File Uploaded
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.

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

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)	No File Uploaded

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)

0

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

4.2 - Library as a Learning Resource

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

The college library is automated with SOUL 2.0 package and the process is a continuous one. The library gives access to NLIST facility to all staff and students with the library staff themselves uploading the individual data of the staff and students in the NLIST group. The library also has National Digital Library access. In recent times, the Commissionerate of Collegiate Education, Andhra Pradesh launched Learning Management System (LMS) in which the lessons prepared by the selected faculty in the state in the digital form are uploaded from time to time. The library provides access to these LMS lessons to all the students with the librarian being the admin of the activity. In the Covid-19 conditions the teachers are instructed to engage classes in the online mode and they are allowed to have access to G-SUITE and Teachmint apps. Thus the library is an indirect source of blended learning methods.

File Description	Documents
Upload any additional information	No File Uploaded
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	E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)

0

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

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

69

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

4.3 - IT Infrastructure

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

The institution has been granted RUSA 1.0 funds and an amount of 60,00,000/- allotted for IT updation and renewable energy source Page 31/107 17-08-2022 12:52:04 Annual Quality Assurance Report of GOVERNMENT DEGREE COLLEGE installation. During 2017-18 one virtual class room and three digital class rooms

have been installed. The internet facility with 100 Mbps speed has been provided for a period of 5 years with fibrenet connectivity. The bill for this provision is included in the above mentioned amount. It is heartening that the college is able to provide this Wi-Fi facility without serious interruptions. The tariff for this facility will be paid by the state government under a different budgetary allocation. The college also has broadband connection which is a supplementary source of internet for which the tariff is paid by the state government. Nowadays every faculty member or many of the students have personal hotspot facility in their mobile phones with the help of which they can have access to internet facility. Unfortunately, the computer systems could not be purchased due to want of funds and proposals have been submitted for sanction of updated computer systems in the college.

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

4.3.2 - Number of Computers

1

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

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)

Rs90,000-00

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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.

The college is run by the state government grants towards salaries, purchase of equipment, books, computers and repairs/maintenance of the existing infrastructure of the college. The Government sanctions budget for water& electricity (W&E), stamps, postage and telephone (SPT), other office expenses (OOE), travel allowance (TA) and internet charges on quarter wise basis and institution also incurs expenditure on the above items on a quarter wise basis to the possible extent. The infrastructure items like dusters, chalk-pieces, broom sticks, dust-bins and academic records are purchased from the special fee fund of the college. The tour expenses for taking students for study trips, projects, sports events and competitions at district or state level.

File Description	Documents
Upload any additional information	No File Uploaded
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

93

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
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)	**No File Uploaded**

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

0

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)	**No File Uploaded**

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	**C. 2 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**No File Uploaded**

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	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

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

42

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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

12

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

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

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

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.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**No File Uploaded**

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)

The college constitutes academic, administrative and financial committees for the present academic year with each committee comprising a convener, three lecturers and two student representatives. Each committee discusses issues pertaining to that committee and student representatives are also involved in decision making of that particular issue which means every decision in a committee is made with the involvement and consent of student representatives of that committee. These staff council members are included in the student advisory committee. All issues can be discussed in the student advisory

committee. Issues like facilities- water, toilets, bus, and scholarships are discussed in the advisory committee meetings and the decisions will be forwarded to the principal of the college for taking appropriate decisions. Student function dates are fixed in the student advisory committee and full-fledged student support is thus obtained.

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

0

File Description	Documents
Report of the event	No File Uploaded
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)	No File Uploaded

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 doesn't have a registered Alumni Association. However, it contributes to the institution to the extent that it canvasses goodwill among the public about the facilities and performance of the college within its own limitations. The alumni meet twice or thrice in an academic year and keeps itself informed of the developments being taken up by the institution in that particular academic year. It also gives a small contribution for supply of study materials and

competitive books which helps the students to go for higher education or employment. Since the college alumni consists of members from middle class groups, their contribution to the institution in terms of resource mobilization is meager.

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

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 vision and mission of the college is to make the student physically, mentally and ethically fit for leading life and for earning livelihood. Coincidentally all the efforts of the government and the institution focus at this objective. The institution conducts classes in the offline and online modes depending upon the upsurge of Covid-19 pandemic. The usage of mobile apps is very common nowadays and the present situation forced the students to learn the technological upgradation aspects. The institution organizes various awareness programmes on constitutional obligations, fundamental rights and civil responsibilities and also on ethical values. The speakers always advocate virtuous behaviour for the students. The extension and outreach programmes inject social responsibility and a sense of leadership among the student participants. The Physical Education department imparts training on yoga, games and sports and physical fitness.

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

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

The academic and administrative activities of the college are run by committees comprising one lecturer convener, two or three lecturers and two student representatives. Each committee meets at periodical intervals or whenever necessary to take resolutions. This is one of the best practices adopted by the college. The members on each committee are nominated on the basis of expertise and interest in the committee activities. The student participation is also a symbol of participative management at the grass-root level. Some committees also include external members like noted personalities, alumni, parents and government/university officials. These members discuss the issues at length and bring out the best decisions as is evident in CPDC and NAAC committees. This involvement of students enables the students to learn the basic principles of management and decision-making-abilities at tender age.

File Description	Documents
Paste link for additional information	Nil
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 manual administration is replaced by e-governance with most of the correspondence is done through e-mail and even transfer orders are implemented through e-mail only. Circulars and instructions are issued and replies are submitted through internet only. Only legal and very important documents are sent by post and are recorded in the files. However, the database of students is maintained in the online mode which is made available to all government agencies like Commissionarate of Collegiate Education, Social Welfare Departments and CM Dashboard. The Student Registration, Amount Sanction and

Remittance into Bank account for Scholarship Process are done in e-governance mode. The Job Drives are carried out by certain Software Companies through e-governance mode.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
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.

This institution has been established with the vision of making the students fit for job and civilized life which is possible when disciplined principles and norms are practiced at the institutional level. The courses are selected on the basis of student feeding from lower classes and public demand. Nowadays, the admissions are made in the online mode through OAMDC module. The entire admission process is highly transparent and error free. The teachers are appointed on regular, contractual and parttime basis duly following the guidelines set by the government. Their salaries are paid from government budget and college budget collected from the students. Even for contractual and part-time teachers the salaries are paid through treasury so that no corrupt practices are made to creep in and a transparency is established in this regard. The examinations are held as per the University schedule and norms.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
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	**C. Any 2 of the above**

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

6.3 - Faculty Empowerment Strategies

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

The college staff comprises teaching and non-teaching staff members. Apart from monthly salaries paid through treasuries, the regular staff has the facility of annual increment, incentive increments and career advance increments. For example, a PhD holder is eligible for five advance increments at the entry level if he possesses that qualification at the time of entry into service.

There are senior scale, selection-grade scale and professor scale in the UGC pay scale structure which is an incentive measure. In addition, an employee is eligible for provident fund, insurance, medical reimbursement etc. For non-teaching staff certain other welfare measures like festival advance and cloth advance are also provided. The employees are eligible to get provident fund temporary advance and part final withdrawal amenities. They are also eligible for six months maternity leave and 15 days paternity leave.

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

0

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)	**No File Uploaded**

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

0

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)	**No File Uploaded**

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

0

File Description	Documents
IQAC report summary	No File Uploaded
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)	No File Uploaded

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

The teachers of the institution have annual self appraisal report (ASAR) for every academic year. The ASAR score is the sum of three categories. i) Teaching (includes lectures,practicals,tutorials and other teaching related activities) ii) Activities (involvement in the College Students Related Activities/ Research Activities) iii) Academic/Research activities (Research papers in UGC listed journals, Publications other than research papers, creation of ICT mediated teaching learning pedagogy and content development of new and innovative courses and cirricula, research projects, consultancies, patents, awards and lectures in seminars and conferences) The ASAR for each teacher is to be prepared by the individual, scrutinized by the IQAC and score is given by the principal of the college. Thus the ASAR scores are collected and uploaded in the website ofapcce.gov.in The performance appraisal system for non-teaching staff is yet to be formulated.

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

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

The financial committees of the college prepare plans for each source of funding in the college namely College Planning and Development Committee, Special Fee Committee, Restructured Fee Committee and Library Committee. In the beginning of the academic year each committee prepares expected amount, future expenditure on plan and non-plan items within the annual grant and takes appropriate decisions at the appropriate times. Every financial transaction is based on committee resolution and the same is entered in the cashbook. We can review the financial position from the cashbook at anytime. This is the way of internal financial audit for all financial committees very frequently at the college level. The external financial audit is carried out by the audit team of Accountant General or Regional Joint Director once in five years or whenever a principal retires from service.

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)	**No File Uploaded**

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

The institution follows standard procedures of fund mobilization for salaries of permanent, contractual and parttime employees of the college by sending proposals for

Numerical data in advance i.e. for the next academic year which always redresses the grievances of late receipt of salaries. Similar procedure is adopted for budget allocation from the state government on the items—Postage, telephone and internet charges, electricity bills and stationery. Depending upon the availability of the state budget the college is sanctioned grants for the physical and academic maintenance of the institution. Depending upon the availability of central government grants, Revenue schemes for purchase of Machinery & Equipment and for purchase of books for SC and ST book bank schemes is granted by the state government.

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 Internal Quality Assurance Cell (IQAC) meets in the beginning of the academic year and basing on the performance of the college during the previous academic year and on the recommendations of the previous NAAC team, prepares an action plan covering academic and administrative future plan. The IQAC monitors the performance of the institution in terms of academic activities and administrative developments formally and informally. Wherever requires , the IQAC takes initiative in convincing the administration about the need of such activity and tries to implement the same. The IQAC conducts awareness programmes on IPR, NAAC criteria , academic audit and advises the departments to prepare records and documents as per the NAAC directions. Sometimes the IQAC goes beyond its purview and organizes programmes of quality sustenance. For example, many awareness programmes have been conducted on the online classes, blended teaching methods, online quizzes, webinars and online meetings.

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 IQAC always keeps in touch with all teaching departments, library, physical education and office of the college. It monitors various developments in academic and administrative issues and assures quality sustenance in the activities of the college. Sometimes it receives feedback from the members of the IQAC who are well versed with the worldly knowledge and nuances in education field. The IQAC speaks to alumni and Philanthropists and tries to mobilize funds for infrastructural maintenance and physical infrastructural development.

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)	C. Any 2 of the above

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

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

The college has Women Empowerment Cell (WEC) to monitorthe activities related to the grievances, welfare measures and counselling of girl students of the institution. The WEC organized awareness programmes on legal literacy with special reference to women's rights and on health and hygiene of girl students studying in the college. The WEC tried to remove the apprehensions and inhibitions faced by the girl students at this tender age of 17-20 years. The WEC in collaboration with Police Department organized awareness programmes on usage of Disha app which is intended to provide protection for women against atrocities. The resource persons practically demonstrated the use of Disha app. This gave moral boost to the girl students. The WEC in collaboration with anti-ragging cell and anti-sexual harassment cell organized awareness programmes against atrocities on women. The WEC organized Women's Day celebrations with four women dignitaries as the resource persons who recounted their own experiences in making their careers which was very inspiring.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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	No File Uploaded
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

The institution has solid waste management and liquid waste management facilities only. The wastage due to movement of students and staff, waste piled up due to air are collected daily and placed in a dustbin. This debris is periodically taken away by municipality. The debris due to leaves and papers is sent into vermi-compost pit. The liquid waste is streamlined to go to college garden and there by feeding the saplings and plants. The rain water collected on the roof is also diverted into water harvesting pits.

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

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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 with trees and plants

D. Any 1 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
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   D. Any 1 of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
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

`C. Any 2 of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
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 institution has students and staff drawn from various regions of the state and from various socio-economic back grounds. The Annual Quality Assurance Report of Govt. Degree Collegeis a harmony maintained among the staff and students. In fact, the students are admitted on the basis of reservations with 15% SC, 6% ST and 25% OBC communities with 1/3rd of each category being earmarked to women of that particular category. This addressed the cross-sectional diversity of the students. The staff pattern consists of permanent, contractual and part-time employees. The salaries of the three types of employees may be different. However, mutual respect among the staff members also reflects harmonious environment in the campus.

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

The institutional plan of the college included the observance of World Population Day, Independence Day, World Sports Day, Women Equity Day, Teacher's Day, NSS Day, Gandhi Jayanthi, Ekta Diwas, National Education Day, Constitution Day, AIDS Day, Human Rights Day, Youth Day, National Voter's Day, Republic Day, National Science Day, Women's Day. On all these occasions, meetings are held with subject experts from outside or within the campus being the resource persons. The importance of these days are remembered and students are advised to oblige the norms, rules and regulations envisaged in the constitution. The students also undertake extension and outreach programmes through NSS and other clubs of the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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	**No File Uploaded**
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	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

The institutional plan of the college included the observance of Environment Day, World Population Day, Independence Day, World Sports Day, Women Equity Day, Teacher's Day, Ozone Day, NSS Day, Gandhi Jayanthi, Ekta Diwas, National Education Day, Constitution Day, AIDS Day, Human Rights Day, National Mathematics Day, Consumer's DayYouth Day, National Voter's Day, Republic Day, National Science Day and Women's Day. On all these occasions, meetings are held with subject experts from outside or within the campus being the resource persons.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
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-I Title: Counseling and Grievance Redressal Goal: To address psychological issues and physical grievances faced by the students and offer pragmatic solutions Practice: Each class is allotted to one teacher as mentor. The mentor collects the socio-economic and academic background of all the students under his mentorship. He enters this data in a note book and closely follows his movements. Since this is a teenage for the students they are prone to infatuations and do not follow the instructions of their parents and other housemates. It is therefore, the prime responsibility of the teacher to observe the mentee very closely. He observes the attendance of the student, his academic excellence and psychology. When the student is found to be astray the mentor advises him to be on the right track. When the student has any problem in his academic pursuit or any other problem in the campus it will be properly addressed to. This facility proves to be very useful for under graduate students.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

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

The college follows the instructions of the higher authorities of the department to try to implement the vision and mission of the college as per the procedures in vogue. The admissions are

on the basis of reservation system which is transparent. In addition to the University prescribed curriculum, certificate courses in some specialization are offered to the students. The life skills and analytical skills are imparted through value added courses.

Field projects and study tours make the students research oriented. The teaching and learning process is made student-centric by involving the students in group studies, activities like academic competitions and co-curricular and extra-curricular activities. The teaching is made digital in addition to conventional teaching methods. The students are involved in extension and outreach programmes through NSS activities A feeling of social consciousness can be injected in the minds of students which is important.

They can learn leadership qualities by participating in the extension activities. The institution takes up remedial coaching and coaching for higher studies for student progression. The institution takes maximum care for sanction of scholarships to all the eligible students. For physically disabled students scribe facility in the examination and ramps for upstairs are also provided.

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

7.3.2 - Plan of action for the next academic year

- It is resolved to have the following plans of action for the academic year 2020-21
- To make the teaching learning process more student centric and more digital.
- To encourage the faculty to conduct online workshops and webinars.
- To learn the techniques of online teaching methods.
- To conduct online quizzes for all students of the Degree colleges in the state.
- To encourage online courses like MOOCs for staff and students in exigencies like Covid-19.
- To enroll students in online courses like spoken tutorials, IBM and TCS iON
- To encourage staff members to organize workshops/seminars

at the college level and to participate and present papers at other institutions. To encourage faculty members to complete their research degrees at the earliest duly according provisions for facilities for accomplishment of the same.

- To make the students participate in outreach and extension activities through NSS units.
- To encourage the students for blood donation. To augment infrastructural facilities for improvement of basic amenities in the campus.
- To improve the library services through automation and NLIST facility. T
- o increase e-journals and e-books through library.
- To streamline the scholarship process at the college level so that more number of students get benefitted.
- To take up remedial coaching and coaching for services on a voluntary basis for improving student progression since UGC plans have expired by March 2017.
- To take up issues related to environmental consciousness. To take up many more best practices in the campus.