



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution

**GOVERNMENT DEGREE COLLEGE,
NAIDUPET**

- Name of the Head of the institution **Dr. M. MADHUSUDANA VARMA**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **08623248075**
- Mobile No: **9963444253**
- Registered e-mail **naidupet.jkc@gmail.com**
- Alternate e-mail **iqac.gdcnyp@gmail.com**
- Address **Beside Fire Station, L.A. Sagaram**
- City/Town **Naidupet**
- State/UT **Andhra Pradesh**
- Pin Code **524126**

2.Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Semi-Urban**

- Financial Status UGC 2f and 12(B)

- Name of the Affiliating University Vikramasimhapuri University
- Name of the IQAC Coordinator Dr. P. Sreeharireddy
- Phone No. 08623248075
- Alternate phone No. 9440202467
- Mobile 9989016987
- IQAC e-mail address iqac.gdcnyp@gmail.com
- Alternate e-mail address sreeharireddy8969@gmail.com

3.Website address (Web link of the AQAR (Previous Academic Year) <https://gdcnaidupet.co.in/aqar/>

4.Whether Academic Calendar prepared during the year? Yes

- if yes, whether it is uploaded in the Institutional website Web link: <https://gdcnaidupet.co.in/handbook/>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	A	3.05	2023	09/11/2023	08/11/2028
Cycle 2	B	2.16	2016	19/02/2016	18/02/2021
Cycle 1	B	2.18	2008	16/09/2008	15/09/2013

6.Date of Establishment of IQAC 02/12/2008

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

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

8.Whether composition of IQAC as per latest NAAC guidelines Yes

- Upload latest notification of formation of [View File](#)

IQAC

9.No. of IQAC meetings held during the year **4**

- 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 [View File](#)

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)

Organized different National and International significant activities during the academic year.

Encouraged the faculty to participate in Faculty Development Programs.

Encouraged the faculty to attend National and International Conferences, seminars and Work - shops.

Motivated the staff for the publication of research articles, books in reputed journals.

Conduct of Student Induction Programme before regular class work is commenced.

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
To engage the teaching staff to prepare four quadrants of LMS.	Successfully completed.
Planning Student Induction Programme.	Conducted Student Induction Programme under the guidance of Principal and Coordinator for the academic year. First year Students participated and benefited. They familiarized with all the aspects of the college and college also identified their talents.
Developing and Promoting Innovation in Teaching-Learning.	All most all staff improves their Teaching - Learning skills by using e - resources.
To motivate faculty to publish more research papers in national and international journals.	Some of the faculty published papers in reputed journals.
Planning to go for Green, Energy and Environmental Certification.	Task is not Completed due to lack of Finance.

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

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<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2023-2024	20/12/2024
15.Multidisciplinary / interdisciplinary	
The Institution shows its readiness for multidisciplinary and Interdisciplinary education. As per the advent of	

National Educational Policy, the institution follows the curriculum designed by the affiliating university. The college encourages students to choose projects in the area of community service and environmental issues. The students are properly guided to choose multidisciplinary and Interdisciplinary courses in life skill courses and skill development courses. The curriculum is made flexible for the students to pursue a four-year graduation or can exit at the end of the third year by obtaining an under graduation degree.

16.Academic bank of credits (ABC):

The affiliating university of the college is implementing CBCS includes wide variety of choices for the students to select electives and skill development courses as well as in life skills courses. Andhra Pradesh State Council of Higher Education (APSCHE) has given guidelines for choice-based credit system and the exit option during the graduate programmes. At present exit option is available after third year. Commissionerate of Collegiate Education (CCE) provides Learning Management System (LMS). The faculty throughout AP are trained in content generation and are continuously preparing reading and video material for all the courses and are openly available at LMS portal of CCE to all students.

17.Skill development:

Skill development means a process which enables trainees and the working age people to gain access to dexterity knowledge, and ability career ethics and good working attitude by skill training establishing skill standards and other relating activities. In our college we taught many skill development courses in order to enhance the inner skills of each student, which is more useful for the students comprehensive development. In our college, we offer the students the following Life skill courses and skill development courses: 1. Human Values and Professional Ethics by DR. Vasappa , Lecturer in English and Dr.Ch. Vijayakumar, Lecturer in Telugu. 2. Tourism by Sri. M. Lava Kumar, Lecturer in History. 3. Secretaryship by Dr. M.Madhusudana Varma, Principal. 4. Electrical Appliances by Sri. G.Venkatarami Reddy and Dr. B. yasoda , Lecturer in Physics. 5. Indian culture and Science by Dr. Ch. Vijaya kumar , Lecturer in Telugu. 6. Social work by Sri. E. Kiran, Lecturer in Political Science. 7. Performance Arts by Dr. Ch. Vijaya kumar, Lecturer in Telugu. 8. Agriculture Marketing by Dr. M. Madhusudana Varma, Principal. 9. Business communication by DR. Vasappa, Lecturer in English. 10. Solar Energy by Dr. B. Yasoda,

Lecturer in Physics. 11. Food Adultration by Dr.. P. Sujana, lecturer in Chemistry.12. Environmental Education by Smt. P. Sujana, lecturer in Chemistry. 13. Analytical Skills by Dr. P. Sreehari Reddy and Dr.B. Suseelavathy, Lecturer in Mathematics. 14. Health and Hygine by Dr. Maqusood Ahmed, Lecturer in Microbiology. All the above staff are trained in their skill development course by CCE

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

Integration of Indian knowledge system: Indian culture and philosophy have had an important effect globally. The contribution of these iconic legacies to world heritage, on one hand need to not only be supported and conserved for future generations but also systematically researched, Improved, and put to new uses through our evolving education system. The nations call for Atmanirbhara Bharata and current imitative to implement the NEP-2020 will contribute to and en rich the Indian education system it is believed that India's knowledge systems have the potential to provide pertinent reflections for the NEP 2020 charting a future course of action with its integration with in existing educational frame works. Look around you what are the biggest challenges facing humanity climate change, terrorism, mental depression would probably come to your mind first these problems only seem to increase each year at an accelerated pace. What are the solutions that we have for them "the west has been unable to address them." This is particularly because their world vied and societal structures do not provide the knowledge and the associated privies to address these challegenes we need an integrated approach that results in harmony with in one self and with nature. This is core of the Indian knowledge system it connect you with yourself, your community and the creation. Importantly it provides proxies in the form of yoga, ayyurveda, and rituals that allows the knowledge to be practiced in a simplified and distilled manner by the larger populace. Imbibing and practicing this knowledge will be the key trait of aspiring leaders of the future. We need India suravaj, to make India a global power yet again. This needs a thorough study grounded in the Indian knowledge systems to present a new theory of the state economic philosophy, societal structure etc. Swami Vivekananda famously said, education is the manifestation of perfection already exciting in man. The education system today is designed for the atomized individual serving the industrialized world. It is not aimed at bringing to blossom the true potential of the student. It creates self

centred job-seeking individuals who are focused on making a living. How can "making a living" be the highest aspiration of any one. We are capable of much more, but education limits. The solution for a new education system lies in the Indian knowledge system. Our ancestors delved deep into human nature and how it can express itself. The Mahabharata says, a student learns one-fourth from his teacher, one-fourth his own intelligence, one-fourth with the passage of time, and one fourth from his peers". We need to create an education that is based on this.

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

"Outcome-Based Education" (OBE) is the buzzword in Indian higher education today. It is being adopted at a fast pace in various colleges at the moment. OBE is considered as a giant leap forward to improve the quality of higher education, particularly technical education and help Indian graduates compete with their global counterparts. The OBE model measures the progress of graduates in three parameters, through: 1. Program Outcomes (PO) 2. Program Educational Outcomes (PEO) 3. Course Outcomes (CO) Program Outcomes (POs) are descriptions of the qualities, skills, abilities and understandings, an institutional community agrees that its students should develop as a consequence of the learning they engage with the program of study in that institution. POs indicate what students are expected to know and be able to do by the time they graduate from the institution. POs are not directly connected to any specific academic disciplines. Students join an institution from different backgrounds, cultures and experiences. While studying at the institution, we want them to broaden their horizon and attitudes, and to develop their current skills and abilities and learn new ones. This is expected not only to help them in their studies and future careers, but also to support their role within society. POs also reflect the Vision, Mission and Core Values of the institution. POs are not simply taught but developed through meaningful experiences and the processes of learning and reflection. They are unique to every student, yet might be able to identify some common areas that the institution wants their students to develop. Students will have their own starting points, progress and experiences in these areas while at the institution which will shape them as individuals. POs of an institution, are in a sense, a 'trade mark' or an 'academic signature' that distinguishes students of an institution from other individuals who have not studied in the same institution at a particular level and discipline. It will be an added value they offer to employers and society generally. POs

have the potential to outlast the knowledge and disciplinary contexts in which they were originally acquired. Moreover, they provide a framework for engaging with the world and with ongoing learning of new knowledge..

20.Distance education/online education:

During the COVID-19 Pandemic period all the teaching-learning practice is done through online mode and the particulars are available in the college LMS portal. The faculty members have used ICT tools such as Google Meet, Cisco WebEx Zoom, etc., for online teaching. The institution provides facilities for the faculty both online and offline classes for the benefit of the students. The library is fully automated. All teaching and nonteaching staff are digitally literate. On our campus, there is the Dr. B.R. Ambedkar Open University center. It offers distance undergraduate courses like B.A., B.Sc., and B. Com., Our college staff is also working as resource persons at Dr. B.R. Ambedkar Open University. But in our campus there is Dr. B.R. Ambedkar Open University. It offers distance undergraduate courses like B.A, B.Sc., and B. Com., In the Academic year 2023-2024 the student's strength is as follows: 1. B.A -78 2. B.Com - 40 3. B.Sc - 22. In total 140 students joined. Our college staff are also working as resource persons in Dr..B.R.Ambedkar Open University.

Extended Profile

1.Programme

1.1

5

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

File Description	Documents
Data Template	View File

2.Student

2.1

209

Number of students during the year

File Description	Documents
Data Template	View File

2.2	102
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	44
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	25
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	0
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	10
Total number of Classrooms and Seminar halls	
4.2	1.86
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	80
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- The institution ensures effective curriculum planning and delivery through a well-planned and documented process including an Academic Calendar and the conduct of Continuous Internal Assessment
- An Induction Programme is organized for fresher's at the beginning of the academic year.
- All teachers maintain teaching plans, annual plans and teaching dairies and are effectively monitored by the Principal. At the end of the month, the principal checks the teaching plans and diaries to confirm syllabus completion.
- The institution besides importing academic knowledge also ensures the application of knowledge, and scientific, innovative thinking through skill development courses. It also aims at cross-cutting issues in relevance with environmental sustainability for those specific credits are awarded. The college imparts training in computer skills, soft skills and analytical skills through the Jawahar Knowledge Center, which is a training and placement cell. The institution organized some online courses through JKC to promote and support employment skills.
- Field trips /Guest lecturers/Quizzes/Group discussions etc. are organized by all departments to ensure effective implementation of the prescribed curriculum.
- A student satisfaction survey is carried out to strengthen the teaching-learning process of each department. The institution not only collects feedback from all stakeholders but also analyzes them to identify and draw pertinent pointers to enhance this teaching.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gdcnaidupet.co.in/academic-calendars/

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

- This Institute meticulously adheres to the university's academic calendar when planning all of its operations, which includes conducting continuous internal evaluation.
- The faculty uses a variety of instruments for continuous evaluation, including the two midterm exams given during the semester, assignments, subject quizzes, group discussions, classroom seminars, role plays, and debates. Each science student is assessed separately to gauge their level of practical laboratory proficiency. For slow learners, remedial and bridge courses are offered.
- The Principal and Department Heads can make sure that the calendar-based curriculum delivery schedule is adhered to by using daily notes to carry out the teaching plan. Under the direction of the principal, the academic committee prepares the college schedule. The principal assigns the subjects and tasks based on qualifications and experience.
- Teachers prepare yearly lesson plans and keep a journal for them. The principal verifies the teaching diary each month, which is kept up to date by the Teachers for their various courses. Department heads keep a close eye on and oversee the fulfilment of the syllabus by the faculty members' lesson plans. The curriculum is agreed upon well in advance, and teachers follow it. The Principal regularly assesses the progress of the semester and makes appropriate recommendations during the meetings of the academic committee.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://gdcnaidupet.co.in/academic-calendars/

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

B. Any 3 of the above

**of Curriculum for Add on/ certificate/
Diploma Courses Assessment /evaluation
process of the affiliating University**

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	View File

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

5

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

5

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

124

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

124

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

- As part of its life skills program, the institute provides a variety of courses, including Human Values and Professional Ethics, Environmental Education, and Disaster Management. Using a more pragmatic approach, we have created a vermi compost pit to recycle waste and create nutrient-rich manure, as well as a rainwater harvesting pit to retain rainwater. This institute is home to a variety of lush, diverse plants. The institute's women empowerment unit meets the requirements of the female faculty members and students. It offers workshops and seminars among other things to improve the lives of young women.
- Through year-round activities, the institute guarantees the efficient delivery of the curriculum and strives to convey knowledge that extends beyond it.
- Preserving the ideals of diversity, egalitarianism, multiculturalism, and women empowerment via departmental activities and events like the celebrations of Independence, Republic, and Annual Days.
- Observance of Earth Day, World Environment Day, International Day of Forests, and World Water Day.
- The NSS, Clean and Green Programs' initiatives serve to advance human ideals.

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

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

5

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

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

209

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
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)	View File

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://drive.google.com/drive/folders/1A2TMvFj6hNXUabyWobqpnJgEKXO_OAlj?usp=sharing

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

180

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

67

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The performance evaluation of students is done internally on a continuous basis by the concerned faculty. By that, the students are classified into slow and advanced learners.

Strategies Adopted:

1. The Institution introduces student monitoring system and fourteen full time faculties have been arranged to act as mentors. The mentors also take the responsibilities of career counselling and personnel counselling of his / her own mentees. Each faculty also identifies advanced and slow learners of their respective course they taught.

2. Remedial Coaching Given to the Slow Learners: The institution planned the remedial coaching to enable the slow learners to make up their deficiencies and cope up with the progress of the course. The faculty in charge identifies the slow learners and observes their academic performance minutely. He/ She monitors them academically and provides special classes related to difficult topics from curriculum.

3. Additional Inputs are provided to the Advanced Learners: The institution feels the urgency of additional inputs for advanced learners and provides them in each program. It helps the advanced learners to develop confidence and competency.

4. JKC Training for Meeting the Employment Needs of Students: The advanced learners are given special job oriented trainings. Sixty mediocre learners were retrained in JKC during 2022-23.

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

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

Number of Students	Number of Teachers
205	23

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The institute laid much emphasis on Student Centric methods. Specific measures are taken by the faculties to adopt suitable teaching and learning methods. The institute focuses attention on more use of ICT tools. Language teaching is made skill based with special emphasis on communicative abilities. The faculties of science involve students in laboratory practical as experimental learning. All departments conducted field visits to have exposure to realistic domains. They conduct student centric activities like, student seminars, group discussions, home assignments, quiz programs, field trips, role plays and JAM sessions mandatorily. Students are encouraged to take part in sports and extracurricular activities. Cooperative learning is facilitated through Community Service Projects. Community Service Projects are introduced to 2nd semester students. It is very useful to students to enrich social skills, team skills and other life skills. Student internship programs have been conducted for Vth semester students. Through this the students acquire communication skills, employability skills, and language skills. Guest Lecturers by eminent experts enable participative learning. NSS unit organized several activities to enhance social skills and participative learning among students. The faculty of sciences adopted experimental based teaching through practical.

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

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

Teacher's use of ICT Enabled Tools for Effective Teaching Learning Process: The institute follows ICT enabled teaching in addition to traditional class room teaching. The faculty members follow ICT enabled teaching in addition to traditional chalk and talk method of class room teaching. The faculty members adopt ICT enabled learning tools like power point - presentations, UTube lessons, charts, Audio Visual aids, virtual classroom and the usage of LMS system, etc for qualitative teaching. Most of the faculty used interactive methods for teaching in terms of seminar paper presentations, debates, group discussions, assignments, quizzes, tests and laboratory work. The faculties utilized ICT facilities for regular teaching. The teachers of the Dept. of computer science widely use ICT enabled tools to render teaching. The Dept. of English, Botany, Micro biology, Chemistry, Physics and Computer Science has laboratories relevant to their subjects. The laboratories fortify the knowledge acquired in traditional classes. U-Tube, E-mails, Whatsapp groups, Zoom and Google classrooms are used as platforms to communicate. Internet and Wi-Fi facility is made available to all students and faculty, The students as well as the faculties use LMS system for teaching and learning.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://gdcnaidupet.co.in/lms/

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

13

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

2.4 - Teacher Profile and Quality

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

20

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

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

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

13

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

67

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

2.5 - Evaluation Process and Reforms

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

The college follows the guidelines framed by the Affiliated University regarding the process of internal assessment. The entire process of internal assessment is carefully planned and shared with the students from the very beginning of the semester. At the beginning of every academic year an induction program is conducted to aware the students on the CBCS system and the continuous evaluation system. Tests, assignments, subject quizzes, group discussions, classroom seminars, roleplays, debates etc are used as continuous evaluation tools by the faculty. The science students are evaluated individually to test their practical skills in laboratories. The institution ensures transparency in the evaluation of internal assessment. The process of internal assessment mechanism includes formative and summative modes. Formative assessment is based on two internal examinations quizzes, unit tests, open tests, assignments, field visit, report writing seminar presentation, group discussions, Participation in college activities and good conduct. The schedule of internal exams is conveyed through the academic calendar. The internal exams are conducted strictly and all the faculties value the scripts and are given to students for verification. Slow learners are counselled and corrective measures are suggested. In summative mode, students take a Semester End examination on the University pattern.

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

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

Grievances Regarding Internal Exams: The college has a perfect mechanism for Redressal of internal examination related grievances. An internal examination committee is constituted in the college to look after the internal examination mechanism. Question papers are prepared by the faculty members, teaching the same subject. Examination is conducted again for the absentee students. The grievances of the students with reference to assessment are made clear by showing his/her performance in the answer sheet. The answer sheet of such student is assessed by the faculty once again in the presence of the student. Any corrections in the assessment identified by the students are immediately corrected by the faculties. The students can approach the faculties or internal examination committee or the principal to redress the internal examination related grievances based on the intensity of the grievance. Internal examination committee looks after the complaints related to internal assessment. **Grievances regarding university Exams:** The college follows university guidelines regarding the mechanism to deal with university examination related grievances. Students who are not satisfied with their marks in the university exam can apply for revaluation. This is a time bound program. Grievances related to university are forwarded to the university. Students can obtain photo copy of the answer sheet from the university on request.

File Description	Documents
Any additional information	View File
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.

Program Outcomes as well as Course outcomes are mentioned by the university and are clearly stated in the syllabus of particular class and subject. Program specific outcomes are closely related to the content of the syllabus. All these outcomes are taught to students in the class room directly or indirectly. The following strategies are followed to communicate the learning outcomes to the teachers and students: The program outcomes are mentioned by the affiliating University in the syllabi prescribed to each class. The Program outcomes and Course outcomes are incorporated in the curriculum for display on University Website, which can be accessed by all the stakeholders. Soft copy of

Curriculum and Learning outcomes of program and courses are also uploaded to the Institution website for reference. Copy of the syllabi is available in the departments for ready reference for students and Faculty. Learning outcomes of the programs and courses are discussed with students at the end of each topic of the study. The feedback obtained from students on teaching learning and assessment process help to understand the expected learning outcomes. Thus the college employs multiple channels to make students and teachers aware of learning outcomes of courses and programs.

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

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

The process for finding the attainment of course outcomes consists of various methods. College has stated clearly the Program Outcomes, and Course Outcomes, approved by the respective university. These Program outcomes are evaluated internally by the college at the end of every academic session and by the experts of Academic Audit. The departments through their faculty formulate teaching learning strategies to achieve the learning outcomes. The main method of evaluating learning outcomes includes internal assessments and Semester-End exams. The faculty periodically analyzes the performance data of students through continuous assessment through different internal tests, projects and field trips in the light of course outcomes and takes steps to decide upon remedial steps for qualitative improvement. The principal periodically analyzes the performance data of students in the form of continuous assessment depending upon course objectives. The institution enhances student learning and evaluation by adopting new technologies, e-learning, computer base learning and virtual lab to cater the needs of the students. Other parameters are, result analysis of theory subjects Offer for evaluation of knowledge acquire and result of Practical courses for evaluation of skills acquire. The above mentioned mechanisms for POs, COs evaluation, are adopted in the institution.

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

2.6.3 - Pass percentage of Students during the year

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

56

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://drive.google.com/file/d/1Q7_359b4Sai2ySsa5JXjCHgEwhNV74_3/view?usp=drive_link

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of 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)	View File
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)	View File

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

3

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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)	View File

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

The institution promotes academic extension activities and sociofriendly Extension activities for the holistic development of our students.

The institution has initiated a the following community development extension activities :NSS, WEC, RRC and other services are the various sources through which activities are carried out. The NSS volunteers took active part in conducting various programs like Swatcha Bharat, celebration of Voters day, World water day, Environmental day, National integration day, Independence Day etc. Every year. Organized NSS special camps for one week as part of its community development program, where in a village is adopted to and conducted various activities and

awareness programmes.

Organized Blood donation camps, HIV/AIDS awareness campaigns byRRC and NSS. Many students donated blood in the campus.

Consumerawareness programmes by commerce club, constituted at the collegelevel.Organized Voter awareness campaign by the department of PoliticalScience to motivate the students on the right to vote.

Conducted rallies on medical and social issues for creating.awareness among the public.Organized ODF Surveys through NSS in the surrounding areas.The WEC conducted various programs useful to girl students likeself defence, health and hygiene.

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

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)	View File
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

28

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

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)	View File

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)	View File
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	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Govt. Degree College, Naidupet, has developed the required physical facilities for the teaching and learning processes. The provision of adequate infrastructural facilities has always been a priority area for the institute. The institute abides by the norms provided by the Govt. of Andhra Pradesh, UGC, and V.S. University, Nellore, to provide and enhance the infrastructure required to facilitate effective teaching and learning. The college has 14 UG departments, which include computer sciences, social sciences, life sciences, physical sciences, and languages. Every department is equipped with its own resources, such as computing facilities and the departmental library.

The college has providing the following physical facilities:

Campus: The Institute has a total land area of 6.04 acres, which is constructed for various academic purposes. The principal chamber and office are in the main block. It also included one computer lab, a seminar hall, an IQAC room, NCC room and NSS store room.

Classrooms: The college has 10 class rooms.

Divyang Student facilities: A special parking area and ramp have been provided for the Divyang students just near the main entrance. Wheelchairs and alternative paths have been arranged. **Purified Water Facility:** College has a R.O plant to

provided drinking water to the students and staff. The entire college community provided pure reverse osmosis (RO) drinking water to cater to the need for pure and safe drinking water for all.

Additional facilities:The college provided a separate washroom facility for boys and girls. The college is focusing on making the campus eco-friendly.

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

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

The college has played a supportive role in grooming students. Specific spaces have been earmarked for extracurricular activities and made available to students.

Sports : The college provides infrastructural facilities for the indoor and outdoor games. Department of Physical Education stimulates students by providing expert training guidance. The students participate in all university level sports related activities and competitions.

Gymnasium: The college has made provision for health fitness center or gym. Infrastructure for Yoga : Yoga practice is a gift of Indian heritage to peaceful global life. Yoga day is celebrated in indoor and open space in the campus.

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

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1rbtWlWGBxrRP_rcDNRYGrMylqU7I9l50?usp=drive_link
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1.86

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)	View File

4.2 - Library as a Learning Resource

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

Library is automated using Integrated Library Management System(ILMS). Name of the automation software :Koha .
Version:22.05Year:2022 Koha ILMS: Library has facilities such as Koha LMSsoftware and OPAC (Online Public Access Catalogue) which is usedby students & faculty for search of books by title/ author nameetc.Alltheworkrelatedtoissueandreturnhasbeencomputerized.Itisa totallyintegratedsoftwarepackageencompassingallaspectsoflibraryman agement. This softwarecovers all areas for efficient Information Management and at thesame time provides a precious tool to all its members to haveaccess to these resources at his fingertips.

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

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

File Description	Documents
Upload any additional information	View File
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)	View File

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

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

108

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

4.3 - IT Infrastructure

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

Govt.Degree College ,Naidupet upgrades the IT facilities occasionally when the Government funding is provided. In the college the student and computers ratio is reasonable. The Faculty and the students attendance system is computerised using Biometric devices and through FRS. All the faculty members having Computers in each department With Internet facility.

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

4.3.2 - Number of Computers

80

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

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1.86

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)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Civil Infrastructure Maintenance The institution adheres the State Government established systems and procedures for maintaining and utilizing the physical, academic and support facilities.

Contingency staff (Sweeper, Night watchman) is engaged exclusively for maintenance and upkeep of campus infrastructure. Repair, renovation and maintenance of the physical infrastructure like buildings, classrooms, wash rooms, furniture, water supply, R.O plant, electric power supply is carried out by hiring electrician and plumber to assist in upkeep and maintenance of infrastructure facilities. Maintenance of the digital classrooms and virtual classroom is taken care of by the CCE, Govt. of Andhra Pradesh. The maintenance of laboratories is carried out by the respective departments under the supervision of the in charge of the department with the staff. Minor repairs of the articles are carried out at the department level itself, utilizing the contingency amounts sanctioned for that academic year. **Maintenance of Equipment & Computing Facilities** All the computers and network systems connecting these computers are taken care of by the respective departments. Routine computer maintenance, software installations, networking are handled by respective Department. **Sports complex Maintenance** Maintenance of Sport facilities is taken care of by Physical director.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

155

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)	View File

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

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

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)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

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

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

4

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 benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
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

4

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

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

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

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
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)	View File

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

Our institution forms a student council body. This serves as a platform for student-led initiatives, enabling students to actively participate in decision-making processes. Through the student council, students can represent their peers' interests, concerns, and opinions to the institutional administration. This allows them to have a direct influence on policies, rules, and regulations that affect them and their fellow students. Furthermore, students may also be given the opportunity to serve as representatives on various institutional committees, such as academic councils, disciplinary committees, sports committees, cultural committees, and more. By participating

in these activities, students contribute to shaping the institution's overall environment and promoting their interests in specific areas. Institutions may also encourage students to engage in a wide range of co-curricular and extracurricular activities. These activities go beyond the academic curriculum and provide students with opportunities to explore their interests, develop new skills, and foster a sense of community.

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

10

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

The alumni of our college play a crucial role in the development of the institution, both through financial contributions and other support services. The contributions of the alumni help in various ways, including:

1. **Financial Support:** Alumni make monetary donations to the alumnater, which can be used for infrastructure

development, scholarships, research funding, and other important initiatives. These financial contributions help the college enhance educational programs, improve facilities, and provide opportunities to students who may require financial assistance.

2. **Mentorship and Networking:** Alumni offer mentorship to current students by sharing career advice, industry knowledge, and personal experiences. They can also help students connect with professionals in their respective fields, creating valuable networking opportunities.

3. **Employment and Internship Opportunities:** Alumni serve as a bridge between the college and potential employers. They may provide job leads, offer internships, or act as references for students and recent graduates. This assistance can greatly benefit students in securing employment after graduation.

4. **Guest Lectures and Workshops:** Many alumni return to the college to deliver guest lectures, conduct workshops, or participate in panel discussions. By sharing their expertise and real-world insights, they enrich the learning experience for current students and contribute to their overall development.

5. **Philanthropy and Fundraising:** Alumni actively participate in fundraising campaigns and initiatives organized by the college. They use their networks and influence to gather support from others, contributing to important projects or helping to meet financial targets set by the institution.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: To impart value-added quality education to the socially and economically backward sections of the society and to transform the institution to the status of higher learning.

Mission: To mould the students as knowledgeable and useful citizens through the services rendered through constant updating of the skilled manpower resources at the institutional level. The vision and mission of our college define the institution's distinctive characteristics. The Principal and internal quality assurance cell met periodically to discuss academic matters. The principal monitors the functioning of the office and academic issues. The Principal receives proposals for the annual budget from all departments and periodic reviews are made by the principal with the teaching and non-teaching staff. The principal concentrates on the syllabus completion of faculties. The IQAC has a well-developed process to ensure quality benchmark marks for academic activities. Regular inputs are collected from faculty through periodic meetings by the Principal to achieve its mission. The principle maintains the transparency of administration at the college level. The governance in the institution is the most reliable and transparent. The Principal conducts alumni meetings, In those meetings, the Principal collects feedback from the alumni and reveals academic policies whichever is the best. every activity ether finance is administrative and is collectively done in the institution. In all the activities the teachers, guided by IQAC, play a pivotal role as the number of the statutory committees constituted by the college administration.

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

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

The Principal along with the College Development Council and IQAC discuss and approves various administrative issues such as admissions, budget, results and other relative issues. The Principal and Staff Council also review the activities and necessary suggestions are made by them. All Financial matters, decisions are taken by the Principal in consu

Itationwithhigherofficials,CPDC,IQAC,otherbodiesandotherrelatedcom mittees.Someofthepowersandtheresponsibilities aredelighted to the lecturers to those who are having such capacityto deal those issues. Students and non teaching staff are alsomembers of CPDC, IQAC and all Committees. The responsibilitiesare delegated for various committees under the supervision ofPrincipal. In the college various curricular and co curricularactives are being conducted. In the college more than 20committees formed by the Principal to do effectiveadministration. At the beginning of the academic year theprincipal assigns the work to various committees for the currentacademic year. Every month a staff meeting is conducted with allcommittees and discusses various academic actives of the pastmonth. The significant days enlisted by the Indian Governmentand A.P Government are being conducted regularly. Each and everyactivity planned in beginning of academic year. Annual academicplan prepared by IQAC. That plan implemented by the wholesystem.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The objective specified in the strategic plan have beenformulated keeping in view the vision and mission of theinstitution . IQAC focuses on qualityteaching where the teachersare encouraged to use more ICT-LCD, Digital and virtual classesto make the learning experience more joyful. The conduction ofclasses monitoredbyupload ingtheclassebothofflineandonlineclassesintheonlineorofflineteachi ngandlearningprocess(OTLP)applicationwhichwasintroduced to the facultyin July 2021. The institution organizes a yearly blood donationcamp N.S.S camp etc. and the students are involved to make themsocially responsible citizens. The institution organizes theskill development programs under the agency of the AP skilldevelopment. Jawahar knowledge centre of the college providestraining for various campus drive. Various departments conductcertificate courses in addition to the curriculum of theprograms to skill the students to make them job-ready. Theproject basedlearning make the students to learn leadership,writing, presentation, exploration skills that help them face the complexities of the world. The government Andhra

Pradesh introduced new education policy this academic year. A part that community service program (CSP) short term internship and long term internship. Whole this process monitor by CCE office, APSHEC, Vikrama Simhapuri University and college administration.

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

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.

At the beginning of the Academic year the Principal formed different committees to conduct different activities in the current academic year. The Committees are discharging their duties as per the scheduled announced by the Government of Andhra Pradesh. The Principal always monitor the functioning of all bodies with regular time bond. At the beginning of the Academic year for the new joining students a bridge course is being conducted. Feed back is taken from the parents in parent teacher meetings, regarding the functioning of the institution like Teaching, Infrastructure and other facilities available in college. The students feedback also taken regarding teaching learning process in college. Their feed backs are discussed and analysed by the IQAC with the help of lecturer in chargers, committees and office staff. The NSS unit in the college will always keep the campus clean and green. The Admission committee strives it's level best to improve strength of the students. The office always helps the students to get monetary benefits from the Government and other bodies. The most of the students in the institution will get financial benefits from Government of Andhra Pradesh. One of the philanthropist provided free uniform, worth of 1.5 lacks to all students.

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

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	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)	View File

6.3 - Faculty Empowerment Strategies

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

The college has well defined welfare measures for teaching and non teaching staff

1. The Principal sanctions all financial benefits of the staff when ever receiving GO's from the Government of Andhra Pradesh.

2. The Principal sanctions all type of leaves for both teaching and non teaching staff such as CLs, SPCLs, OHs, Orientation Program, Seminars, etc.,

3. The faculty members are encouraged by the principal for attending research work and to publish papers.

4. The college provides free WI FI facility.

5. Separate computers are provided to all departments.

6. For disabled students ramp has been provided.and a try cycle has been provided to a disabled student.

7. FiveSpl CLs, 180 child care leave it can be utilised withincompletion 18 year of their children and 180 maternity leaves.are being provided to female staff.

8. EHS scheme is providedfor effective health care of the employees.

9. The Principalsanctions immediately all loans whenever the staff requested.

10. Mineral water is being provided in the campus for studentsand staff.

11. The principal sanction half pay leave for thestaff those who were doing part time Phd.

12. The principalrelived the staff members those who got on duty in variousworks.

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

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)	View File

6.3.3 - Number of professional development /administrative training programs organized by

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

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)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

8

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

As per the directions of the Commissioner of Collegiate Education, the institution follows the performance appraisal system. The teachers have to submit API formats to the Principal every year at the end of the academic year. Apart from that, teachers submit their academic activities which are evaluated by the Principal and IQAC Coordinator, and verify relevant documents. The Principal prepares confidential reports every year for teaching and non-teaching staff. Every year the academic inspection committee is formed by the CCE to evaluate the teaching-learning process in the college by the teaching staff. The RJDCE conducts audits recording financial activities in the institution every year. They prepare a report regarding the financial transactions of the college and identify the irregularities same thing will be intimated to the CCE Office. Later that will be rectified by the college administration.

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

6.4 - Financial Management and Resource Mobilization

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

All financial transactions are made by the institution as per rules and regulations of Government of Andhra Pradesh and UGC. Each and Every financial transaction processes by concerned nonteaching staff member and is submitted to the Principal. That will be verified by the principal and the same will be forwarded to the accounts section of Government of AP. This is the process for claiming Government funds. The admission fee as well as examination fee transaction is being monitored by the examination committee. All financial transactions have done by the institution will be audited by RJDCE, Guntur and Account General of A.P as per the schedule. They will raise audit objections when they found irregularities if any. The college authorities need to give proper explanation with relevant documents. The same objections are also informed to higher authorities that is Commissioner of Collegiate Education. Like that each and every financial transactions are transparent. In addition to above inspection another central agency

Audit and General inspected all financial matters. In the college each and every financial transaction passed by the principal is verified by treasuries department. All this financial transactions are going to CFMS. This system is maintained by government of Andhra Pradesh. The Non-teaching is always helps to the principal. The whole financial process in the institution made by non-teaching staff.

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

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

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

0

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

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

The institution mainly receives funds from the Government of Andhra Pradesh. The Govt sanctions funds from various heads. Most of our students receive funds from the government in the form of Jagananna Vidyadevena and Vasathi Devena. Govt of India also provides National Scholarships for the students after conducting national level talent tests. Pesala Jaya Raja Gopal, a local philanthropist donated Rs.1.18 lacks to provide Uniform for students. The College Development Council collected Rs.150/- through parents. Every year the college authorities prepare number statement and submit to the Government of Andhra Pradesh. According to that the Government sanctions budget for various heads. The Social welfare department sanctions scholarships for all category of students according to

their social status. The Salaries of the employees are being paid by the principal as per the Government norms. For all of them the college authorities maintain proper records. Every financial transaction should be mentioned in the records. The CPDC funds mainly utilized for the needs of the students like drinking water, toilets repair, electrical need etc.

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

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 contributes a major role in the institution in all aspects. At the beginning of every academic year, the IQAC frames a schedule for academic and cocurricular activities and monitors them scrupulously. The IQAC encourages faculty members to attend National and International seminars and collects paper presentations. The IQAC encourages staff members to do research and provides relevant documents. Every month IQAC conducts staff meetings and reviews the teaching-learning process. It gives valuable suggestions to the staff members. The IQAC encourages the staff and students to conduct co-curricular activities in the college. The IQAC collects different feedback and analyses the same and it will be submitted to the principal for taking suitable steps. The IQAC guides the teaching staff to do research work due to the inspiration of IQAC in our college's young lectures. Kiran, P. Rama Chandra, and V. Gopal Krishna doing part-time Ph.D. in their respective subjects. The IQAC encouraged the staff members to prepare all academic activities which were useful to the student community. The IQAC helps to conduct academic audit committees with submission relevant. Over all the IQAC effectively functions in the college.

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

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 teaching and learning evaluation is guided by the concerned university. At the beginning of the academic year, Vikrama University issues a schedule for the conduct of examinations college level and University level. IQAC of the college monitors the whole system of teaching and learning process as scheduled by the university. At the college level every semester we conduct two internal examinations, Student seminars, Group Discussions, and quizzes. As per the norms of the university the teacher needs to award 25 internal marks. The remaining 75 marks will be awarded by the university. After completion of semester examinations the result analysis is done by the IQAC. The IQAC identifies those who secured lower marks in final examinations and it will suggest concerned lecturer conduct special classes for them. To develop communication skills, analytical skills, and computer skills among students JKC has been providing training. They analyze the results of the students prepare a chart for a semester and pass the percentage of each lecturer. Is there any less percentage recorded in a class that will be analyzed by the IQAC. The teaching-learning process is evaluated in the institution with different parameters.

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

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)

A. All of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender sensitivity is an inherent value of the institute and its neighboring community.

(a). Safety and Security:

- The primemotto of our college is the provision of safety and security to the girl students and women staff at college premises
- College appointed security guards at exit round the clock.
- Uniform and ID Cards are strictly maintained for the security of students.
- A fire station is very near to the college and they are ready to provide their services at any time.
- A First Aid Kit is maintained in all the departments for the welfare of students and a various committees are regularly monitored.

(b) Counseling: Counselling plays a key role to get behavioural changes among the students as most of the parents are illiterate and it is our basic duty faculty to support the students for their future life.

(c) Common Rooms:

Common rooms have been allocated for men and women, to facilitate meetings and discussions. A restroom is also provided .

(d) Community outreach:

NSS activities help to transform rural areas in building awareness about health, hygiene, girl child education.

- The Career Guidance Cell and JKC plays active roll for guiding the students to different competitive examinations and placements.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1wqirbyCGK7-qUmN3SOuDtNDDMoDrOKIs/view?usp=drive_link
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	https://drive.google.com/file/d/1ckShU6M0h3VRS9Ge0Bu0HS29FX1liw17/view?usp=drive_link

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Waste management Indiscriminate littering, open dumping of waste, weedy and overgrown lawns were the major observed cleanliness challenges in our campus due to student strength. In order to overcome this challenge our goal was to (a) reduce these wastes; (b) reuse or recycle them, when possible, and (c) manage them safely.

In order to meet these targets we concentrated mostly on Solid waste and Liquid waste of our college campus.

Solid Waste Management: Keeping the above goal in mind, Vermicompost pit was prepared one in college campus .It was dug measuring about Length of 4 mts,width 8.5mts depth 4feet. Waste food materials, lawn, weeds, dry leaves, papers etc., were thrown into this pit and left for decomposing and this is used for manure making for our garden.

Liquid Waste Management: Liquid waste generated by the college was done by: a. Sewage Waste b. Laboratory effluent waste

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All 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	View File
Any other relevant documents	View File

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

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

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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	View File
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	View File

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).

Our College focuses on the value education of core human values, which enables one to have a holistic view of life and its significance. These are fundamental values which cut across the contours of cultural, gender, regional, religion, linguistic, communal socio economic and other diversities. These are intended to ensure dignity of human beings. The focus is on upholding and cherishing the fundamental principles of equality, discrimination, universal peace, justice, non violence and tolerance. Different sports and cultural activities organized inside the college to promote harmony towards each other. We are fortunate that our's is a Co-ed college we provide opportunity to both boys and girls without disparity. Commemorative days like Women's Day, AIDS Day, Youth Day and regional and religious festivals like Dasara, Sankranthi, Christmas and Ramzan are celebrated in the college. This establishes positive interaction among students of different racial and cultural backgrounds. There are different Grievance Redressal Cells in the institute like Grievance Redressal cell, Women Grievance Cell, Women Empowerment Cell which deals with grievances of women students and staff. Our College has code of ethics which has to be followed by both staff and students irrespective of their cultural, regional, linguistic, communal socio economic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

In addition to the academic activities our college inculcate values to develop students as better citizens of the country. In this regard, the institute is imparting professional, moral and ethical values among students to inculcate a feeling of oneness among the student community. Various faculties periodically organize activities to initiate and to motivate the students to adopt various practices that promote the "Unity in Diversity" of our mother land. Our college has strived its level best to increase the awareness and appropriate practices among the students with regard to the following areas:

1. National Identities and Symbols: The College has always taken various direct and indirect measures to promote the awareness about various National Identities and Symbols. The Indian Tricolour stands tall at the main entrance of the college and in this way the college spreads the message of nation's first policy. The College celebrates the Independence Day & Republic Day with great pomp and vigour.

2. Fundamental Duties and Rights of Indian Citizens: The Department of Political Science, NSS and Women Empowerment Cell have organized various academic and cocurricular activities for the propagation of the Fundamental Duties and Rights of the Indian citizens. The students have enthusiastically participated in various programs like Seminars, Debates, Quiz, Group Discussion, poster making competition also organized to enrich the awareness about Indian citizenship. 3. Some of the departments also conducted programmes like National Constitution Day, National Literacy day, National Voters Day, national; Science day, National Constitution day, World AIDS day etc.,

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

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

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

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

Our College Students Celebrates different festivals, like Sankranti, Christmas, Ramzan, Dipavali and Ugadi. On the occasion these festivals Our college conducted different types of activities like Rangoli, essay writing, quiz, group discussion and debate. By participating in festivals students got to know the following points

1. Festivals make us forget our cultural and religious differences.
2. They unite the people and come together for the sole purpose of

celebrations of happiness.

3. Festivals also help us to promote our culture and religion.

4. They are very helpful in breaking the monotony of life.

5. Festival celebrations promote communal harmony, preserve our culture and heritage.

6. Give a unique opportunity to gather and spend time with family, friends and community.

IMPORTANT DAYS:

1. Important days play a tremendous role in competitive examinations.

2. Students get motivation and inspiration by participation in these important days.

3. To create awareness against any disease and poverty.

4. To create awareness in constitution.

5. To get to know inspiration from freedom fighters and how to build up a value system, spirit of sacrifice in their life, by celebrating independence day.

6. In view of Azaadi Ka Amrit Mahotsav our students conducted an exhibition in our college campus.

7. To create awareness cultural, spiritual, medical significance.

8. To create awareness discrimination against girls which can realise their hidden potential.

9. To create awareness environmental challenges and measures to safeguard the available natural resources.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

As there is high illiteracy rate in Naidupet area, most of the students are uncivilized. As a basic duty of being a teacher we need to mentor them to face the challenges in their future life. Moreover the area is also to be improved in many manners. So all the departments of our college conducted different best practices which motivate the students who actively participate in awareing their family and community in and around them. The List of the best practices of departments and their activities are in the website. The major Institutional Best Practices implemented are : CHAITANYAM and CHEYOOTHA.

CHAITHANYAM - A motivational program by students for community - which includes Plastic free day on Monday , Health and Hygiene on Wednesday and Clean and Green of campus and Outside campus on Saturday.

CHEYOOTHA -

A Helping Hand for students - which includes EARN WHILE LEARN - Self employability by students and FREE COACHING - free coaching for PG Entrance and Competitive examinations.

Objectives: Best practice is those which add value to human life and support main cause of an institutional social responsibility. It helps in development of an institution as a source/ means to perform. It can change the life of whole institution as well as individual stakeholders. Best practices reflect the credibility and cheerful life of a college. Best practices are able to instill the scientific approach to issues or problems of society. Best practices are the change for a particular educational institution and society as well.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Our institute is distinct in its geographical location and is situated with SC Constituency, comprises underprivileged, poor sections of society. We offer almost free education. Jawahar Knowledge Center of our college offers ICT training to students in collaboration with the Tata Institute of Social Sciences (TISS) simultaneously. We have an effective library, gym facility and large playground for all-round physical and psychological development of the students. We have a mentoring system to guide and counsel our students. Our Women empowerment cell conducts Women welfare activities. We adopt a nearby village each year so that our students learn about the social imbalances and the need to serve our fellow countrymen, under National Service Scheme and recently Community Service, Internships. We organize various cultural, sports events and also let our students to participate in such Interzonal events. We offer remedial coaching for poor performing students. We have well equipped labs enough for graduation level. Grievance redressal cell, career guidance cell, anti-ragging cell, consumer club, eco-club, red-ribbon club, etc., teaching foundation courses and Skill Development Courses. along with core-subjects. Student -Centric techniques are being used and also help students in further education. As we have industries nearby students can get job with just under graduation. Recently NCC was also launched in our college.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- The institution ensures effective curriculum planning and delivery through a well-planned and documented process including an Academic Calendar and the conduct of Continuous Internal Assessment
- An Induction Programme is organized for fresher's at the beginning of the academic year.
- All teachers maintain teaching plans, annual plans and teaching dairies and are effectively monitored by the Principal. At the end of the month, the principal checks the teaching plans and diaries to confirm syllabus completion.
- The institution besides importing academic knowledge also ensures the application of knowledge, and scientific, innovative thinking through skill development courses. It also aims at cross-cutting issues in relevance with environmental sustainability for those specific credits are awarded. The college imparts training in computer skills, soft skills and analytical skills through the Jawahar Knowledge Center, which is a training and placement cell. The institution organized some online courses through JKC to promote and support employment skills.
- Field trips /Guest lecturers/Quizzes/Group discussions etc. are organized by all departments to ensure effective implementation of the prescribed curriculum.
- A student satisfaction survey is carried out to strengthen the teaching-learning process of each department. The institution not only collects feedback from all stakeholders but also analyzes them to identify and draw pertinent pointers to enhance this teaching.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gdcnaidupet.co.in/academic-calendars/

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

- This Institute meticulously adheres to the university's academic calendar when planning all of its operations, which includes conducting continuous internal evaluation.
- The faculty uses a variety of instruments for continuous evaluation, including the two midterm exams given during the semester, assignments, subject quizzes, group discussions, classroom seminars, role plays, and debates. Each science student is assessed separately to gauge their level of practical laboratory proficiency. For slow learners, remedial and bridge courses are offered.
- The Principal and Department Heads can make sure that the calendar-based curriculum delivery schedule is adhered to by using daily notes to carry out the teaching plan. Under the direction of the principal, the academic committee prepares the college schedule. The principal assigns the subjects and tasks based on qualifications and experience.
- Teachers prepare yearly lesson plans and keep a journal for them. The principal verifies the teaching diary each month, which is kept up to date by the Teachers for their various courses. Department heads keep a close eye on and oversee the fulfilment of the syllabus by the faculty members' lesson plans. The curriculum is agreed upon well in advance, and teachers follow it. The Principal regularly assesses the progress of the semester and makes appropriate recommendations during the meetings of the academic committee.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://gdcnaidupet.co.in/academic-calendars/

<p>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</p>	<p>B. Any 3 of the above</p>
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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	View File

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

5

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

5

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File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

124

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

124

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

- As part of its life skills program, the institute provides a variety of courses, including Human Values and Professional Ethics, Environmental Education, and Disaster Management. Using a more pragmatic approach, we have created a vermi compost pit to recycle waste and create nutrient-rich manure, as well as a rainwater harvesting pit to retain rainwater. This institute is home to a variety of lush, diverse plants. The institute's women empowerment unit meets the requirements of the female faculty members and students. It offers workshops and seminars among other things to improve the lives of young women.
- Through year-round activities, the institute guarantees the efficient delivery of the curriculum and strives to convey knowledge that extends beyond it.
- Preserving the ideals of diversity, egalitarianism,

multiculturalism, and women empowerment via departmental activities and events like the celebrations of Independence, Republic, and Annual Days.

- Observance of Earth Day, World Environment Day, International Day of Forests, and World Water Day.
- The NSS, Clean and Green Programs' initiatives serve to advance human ideals.

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

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

5

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

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

209

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
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)	View File

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://drive.google.com/drive/folders/1A2TMvFj6hNXUabyWobgpnJgEKXO_0Alj?usp=sharing

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	
180	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
67	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>The performance evaluation of students is done internally on a continuous basis by the concerned faculty. By that, the students are classified into slow and advanced learners.</p> <p>Strategies Adopted:</p> <p>1. The Institution introduces student monitoring system and fourteen full-time faculties have been arranged to act as mentors. The mentors also take the responsibilities of career counselling and personnel counselling of his / her own mentees. Each faculty also identifies advanced and slow learners of their respective course they thought.</p> <p>2. Remedial Coaching Given to the Slow Learners: The institution planned the remedial coaching to enable the slow learners to make up their deficiencies and cope up with the progress of the course. The faculty in charge identifies the slow learners and observes their academic performance minutely.</p>	

He/ She monitor them academically and provide special classes related to difficult topics from curriculum.

3. Additional Inputs are provided to the Advanced Learners: The institution feels the urgency of additional inputs for advanced learners and provides them in each program. It helps the advanced learners to develop confidence and competency.

4. JKC Training for Meeting the Employment Needs of Students: The advanced learners are given special job oriented trainings. Sixty mediocre learners were retrained in JKC during 2022-23.

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

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

Number of Students	Number of Teachers
205	23

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The institute laid much emphasis on Student Centric methods. Specific measures are taken by the faculties to adopt suitable teaching and learning methods. The institute focuses attention on more use of ICT tools. Language teaching is made skill based with special emphasis on communicative abilities. The faculties of science involve students in laboratory practical as experimental learning. All departments conducted field visits to have exposure to realistic domains. They conduct student centric activities like, student seminars, group discussions, home assignments, quiz programs, field trips, role plays and JAM sessions mandatorily. Students are encouraged to take part in sports and extracurricular activities. Cooperative learning is facilitated through Community Service Projects.

CommunityService Projects are introduced to 2nd semester students. It isvery useful to students to enrich social skills, team skills andother life skills. Student internship programs have beenconducted for V th semester students. Through this the studentsacquire communication skills, employability skills,and languageskills . Guest Lecturers by eminent experts enable participatedlearning. NSS unit organized several activities to enhance social skills and participated learning among students. Thefaculty of sciences adopted experimental based teachingthroughpractical.

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

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

Teacher’s use of ICT Enabled Tools for Effective TeachingLearning Process: The institute follows ICT enabled teaching inaddition totraditional class room teaching. The faculty membersfollow ICT enabled teaching in addition to traditional chalk andtalk method of class room teaching. The faculty members adoptICT enabled learning tools like power point - presentations, UTubelessons, charts, Audio Visual aids, virtual classroom andthe usage of LMS system, etc for qualitative teaching. Most ofthe faculty used interactive methods for teaching interms ofseminar paper presentations, debates, groupdiscussions, assignments, quizzes, tests and laboratorywork. The facultiessutilized ICT facilities for regular teaching.The teachers of theDept. of computer science widely use ICTenabled tools to renderteaching. The Dept. of English, Botany, Micro biology,Chemistry, Physics and Computer Science has laboratoriesrelevant to their subjects. The laboratories fortify theknowledge acquired in traditional classes. U-Tube, E-mails, Whatsapp groups, Zoom and Google classrooms are used asplatforms to communicate. Internet and Wi-Fi facility is madeavailable to all students and faculty, The students as well asthe faculties use LMS system for teaching and learning.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://gdcnaidupet.co.in/lms/

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

13

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

2.4 - Teacher Profile and Quality

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

20

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

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

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

13

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

67

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

2.5 - Evaluation Process and Reforms

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

The college follows the guidelines framed by the Affiliated University regarding the process of internal assessment. The Entire process of internal assessment is carefully planned and shared with the students from the very beginning of the semester. At the beginning of every academic year an induction program is conducted to aware the students on the CBCS system and the continuous evaluation system. Tests, assignments, subject quizzes, group discussions, classroom seminars, roleplays, debates etc are used as continuous evaluation tools by the faculty. The science students are evaluated individually to test their practical skills in laboratories. The institution ensures transparency in the evaluation of internal assessment. The process of internal assessment mechanism includes formative and summative modes. Formative assessment is based on two internal examinations quizzes, unit tests, open tests, assignments, field visit,

report writing seminar presentation,group discussions,Participation in college activities and goodconduct. The schedule of internal exams is conveyed through theacademic calendar. The internal exams are conducted strictly andall the faculties value the scripts and are given to studentsfor verification. Slow learners are counselled and correctivemeasures are suggested. In summative mode, students take aSemester End examination on theUniversity pattern.

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

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

Grievances Regarding Internal Exams: The college has a perfectmechanism for Redressal of internal examination relatedgrievances. An internal examination committee is constituted inthe college to look after the internal examination mechanism.Question papers are prepared by the faculty members, teachingthe same subject. Examination is conducted again for theabsentee students. The grievances of the students with referenceto assessment are made clear by showing his/her performance inthe answer sheet. The answer sheet of such student is assessedby the faculty once again in the presence of the student. Anycorrections in the assessment identified by the students areimmediately corrected by the faculties. The students canapproach the faculties or internal examinationcommitteeorthepincipalto redresstheinternalexaminatio nrelatedgrievancesbasedontheintensityofthegrievance.Internalexaminationcommittee looks after the complaints related to internalassessment. **Grievances regarding university Exams:** The collegefollows university guidelines regarding the mechanism to dealwith university examination related grievances. Students who arenot satisfied with their marks in the university exam can applyfor revaluation. This is a time bound program. Grievancesrelated to university are forwarded to the university. Studentscan obtain photo copy of the answer sheet from the university on request.

File Description	Documents
Any additional information	View File
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.

Program Outcomes as well as Course outcomes are mentioned by the university and are clearly stated in the syllabus of particular class and subject. Program specific outcomes are closely related to the content of the syllabus. All these outcomes are taught to students in the class room directly or indirectly. The following strategies are followed to communicate the learning outcomes to the teachers and students: The program outcomes are mentioned by the affiliating University in the syllabi prescribed to each class. The Program outcomes and Course outcomes are incorporated in the curriculum for display on University Website, which can be accessed by all the stakeholders. Soft copy of Curriculum and Learning outcomes of program and courses are also uploaded to the Institution website for reference. Copy of the syllabi is available in the departments for ready reference for students and Faculty. Learning outcomes of the programs and courses are discussed with students at the end of each topic of the study. The feedback obtained from students on teaching learning and assessment process help to understand the expected learning outcomes. Thus the college employs multiple channels to make students and teachers aware of learning outcomes of courses and programs.

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

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

The process for finding the attainment of course outcomes consists of vari

ous methods. College has stated clearly the Program Outcomes, and Course Outcomes, approved by the respective university. These Program outcomes are evaluated internally by the college at the end of every academic session and by the experts of Academic Audit. The departments through their faculty formulate teaching learning strategies to achieve the learning outcomes. The main method of evaluating learning outcomes includes internal assessments and Semester-End exams. The faculty periodically analyzes the performance data of students through continuous assessment through different internal tests, projects and field trips in the light of course outcomes and takes steps to decide upon remedial steps for qualitative improvement. The principal periodically analyzes the performance data of students in the form of continuous assessment depending upon course objectives. The institution enhances student learning and evaluation by adopting new technologies, e-learning, computer base learning and virtual lab to cater the needs of the students. Other parameters are, result analysis of theory subjects Offer for evaluation of knowledge acquire and result of Practical courses for evaluation of skills acquire. The above mentioned mechanisms for POs, COs evaluation, are adopted in the institution.

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

2.6.3 - Pass percentage of Students during the year

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

56

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey	
2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)	
https://drive.google.com/file/d/107_359b4Sai2ySsa5JXjCHgEwhNV74_3/view?usp=drive link	
RESEARCH, INNOVATIONS AND EXTENSION	
3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
0	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of 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)	View File
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)	View File

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**

3

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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)	View File

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

The institution promotes academic extension activities and sociofriendlyExtension activities for the holistic development of ourstudents.

The institution has initiated a the following community developmentextension activities :NSS, WEC, RRC and other services are the various sources throughwhich activities are carried out.The NSS volunteers took active part in conducting various programslike Swatcha Bharat, celebration of Voters day, World water day,Environmental day, National integration day, Independence Day etc. Every year.Organized NSS special camps for one week as part of its communitydevelopment program, where in a village is adopted to and conductedvarious activities and awareness programmes.

Organized Blood donation camps, HIV/AIDS awareness campaigns byRRC and NSS. Many students donated blood in the campus. Consumerawareness programmes by commerce club, constituted at the collegelevel.Organized Voter awareness campaign by the department of PoliticalScience to motivate the students on the right to vote.

Conducted rallies on medical and social issues for creating.awareness among the public.Organized ODF Surveys through NSS in the surrounding areas.The WEC conducted various programs useful to girl students likeself defence, health and hygiene.

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

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)	View File
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

28

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

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)	View File

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)	View File
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	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Govt. Degree College, Naidupet, has developed the required physical facilities for the teaching and learning processes. The provision of adequate infrastructural facilities has always been a priority area for the institute. The institute abides by the norms provided by the Govt. of Andhra Pradesh, UGC, and V.S. University, Nellore, to provide and enhance

the infrastructure required to facilitate effective teaching and learning. The college has 14 UG departments, which include computer sciences, social sciences, life sciences, physical sciences, and languages. Every department is equipped with its own resources, such as computing facilities and the departmental library.

The college has providing the following physical facilities:

Campus: The Institute has a total land area of 6.04 acres, which is constructed for various academic purposes. The principal chamber and office are in the main block. It also included one computer lab, a seminar hall, an IQAC room, NCC room and NSS store room.

Classrooms: The college has 10 class rooms.

Divyang Student facilities: A special parking area and ramp have been provided for the Divyang students just near the main entrance. Wheelchairs and alternative paths have been arranged. **Purified Water Facility:** College has a R.O plant to provide drinking water to the students and staff. The entire college community provided pure reverse osmosis (RO) drinking water to cater to the need for pure and safe drinking water for all.

Additional facilities: The college provided a separate washroom facility for boys and girls. The college is focusing on making the campus eco-friendly.

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

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

The college has played a supportive role in grooming students. Specific spaces have been earmarked for extracurricular activities and made available to students.

Sports : The college provides infrastructural facilities for the indoor and outdoor games. Department of Physical

Educationstimulated students by providing expert training guidance. Thestudents participates in all university level sports relatedactivities and competitions.

Gymnasium: The college has made provision for health fitnesscenter or gym. Infrastructure for Yoga : Yoga practice is a gift of Indian heritage to peaceful global life. Yoga day is celebrated inindoor and open space in the campus.

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

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/lr_btW1WGBxrRP_rcDNRYGrMylqU7I9l50?usp=drive_link
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1.86

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)	View File

4.2 - Library as a Learning Resource

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

Library is automated using Integrated Library Management System(ILMS). Name of the automation software :Koha . Version:22.05Year:2022 Koha ILMS: Library has facilities such as Koha LMSsoftware and OPAC (Online Public Access Catalogue) which is usedby students & faculty for search of books by title/ author nameetc.Alltheworkrelatedtoissueandreturnhasbeenc omputerized.Itisatotallyintegratedsoftwarepackageencompassingal laspectsoflibrarymanagement. This softwarecovers all areas for efficient Information Management and at thesame time provides a precious tool to all its members to haveaccess to these resources at his fingertips.

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

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

B. Any 3 of the above

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

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

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

108

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

4.3 - IT Infrastructure

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

Govt.Degree College ,Naidupet upgrades the IT facilities occasionally when the Government funding is provided. In the college the student and computers ratio is reasonable. The Faculty and the students attendance system is computerised using Biometric devices and through FRS. All the faculty members having Comp

users in each department With Internet facility.

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

4.3.2 - Number of Computers

80

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1.86

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)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Civil Infrastructure Maintenance The institution adheres the State Government established systems and procedures for maintaining and utilizing the physical, academic and support facilities. Contingency staff (Sweeper, Night watchman) is engaged exclusively for maintenance and upkeep of campus infrastructure. Repair, renovation and maintenance of the physical infrastructure like buildings, classrooms, wash rooms, furniture, water supply, R.O plant, electric power supply is carried out by hiring electrician and plumber to assist in upkeep and maintenance of infrastructure facilities. Maintenance of the digital classrooms and virtual class room is taken care of by the CCE, Govt. of Andhra Pradesh The maintenance of laboratories is carried out by the respective departments under the supervision of the in charge of the department with the staff. Minor repairs of the articles are carried out at the department level itself, utilizing the contingency amounts sanctioned for that academic year.

Maintenance of Equipment & Computing Facilities All the computers and network systems connecting these computers are taken care of by the respective departments. Routine computer maintenance, software installations, networking are handled by respective Department

Sports complex Maintenance Maintenance of Sport facilities is taken care of by Physical director.

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

STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
155	
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)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
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)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and	A. All of the above

hygiene) ICT/computing skills

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

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

4

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 benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
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

4

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

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

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

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
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)	View File

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

Our institution forms a student council body. This serves as a platform for student-led initiatives, enabling students to actively participate in decision-making processes. Through the student council, students can represent their peers' interests, concerns, and opinions to the institutional administration. This allows them to have a direct influence on policies, rules, and regulations that affect them and their fellow students. Furthermore, students may also be given the opportunity to serve as representatives on various institutional committees, such as academic councils, disciplinary committees, sports committees, cultural committees, and more. By

participating in these activities, students contribute to shaping the institution's overall environment and promoting their interests in specific areas. Institutions may also encourage students to engage in a wide range of co-curricular and extracurricular activities. These activities go beyond the academic curriculum and provide students with opportunities to explore their interests, develop new skills, and foster a sense of community.

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

10

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

The alumni of our college play a crucial role in the development of the institution, both through financial contributions and other support services. The contributions of the alumni help in various ways, including:

1. **Financial Support:** Alumni make monetary donations to the

almamater, which can be used for infrastructure development, scholarships, research funding, and other important initiatives. These financial contributions help the college enhance educational programs, improve facilities, and provide opportunities to students who may require financial assistance.

2. **Mentorship and Networking:** Alumni offer mentorship to current students by sharing career advice, industry knowledge, and personal experiences. They can also help students connect with professionals in their respective fields, creating valuable networking opportunities.

3. **Employment and Internship Opportunities:** Alumni serve as a bridge between the college and potential employers. They may provide job leads, offer internships, or act as references for students and recent graduates. This assistance can greatly benefit students in securing employment after graduation. 4. **Guest Lectures and Workshops:** Many alumni return to the college to deliver guest lectures, conduct workshops, or participate in panel discussions. By sharing their expertise and real-world insights, they enrich the learning experience for current students and contribute to their overall development.

5. **Philanthropy and Fundraising:** Alumni actively participate in fundraising campaigns and initiatives organized by the college. They use their networks and influence to gather support from others, contributing to important projects or helping to meet financial targets set by the institution.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

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

Vision: To impart value-added quality education to the socially and economically backward sections of the society and to transform the institution to the status of higher learning.

Mission: To mould the students as knowledgeable and useful citizens through the services rendered through constant updating of the skilled manpower resources at the institutional level. The vision and mission of our college define the institution's distinctive characteristics. The Principal and internal quality assurance cell met periodically to discuss academic matters. The principal monitors the functioning of the office and academic issues. The Principal receives proposals for the annual budget from all departments and periodic reviews are made by the principal with the teaching and non-teaching staff. The principal concentrates on the syllabus completion of faculties. The IQAC has a well-developed process to ensure quality benchmark marks for academic activities. Regular inputs are collected from faculty through periodic meetings by the Principal to achieve its mission. The principle maintains the transparency of administration at the college level. The governance in the institution is the most reliable and transparent. The Principal conducts alumni meetings, In those meetings, the Principal collects feedback from the alumni and reveals academic policies whichever is the best. every activity ether finance is administrative and is collectively done in the institution. In all the activities the teachers, guided by IQAC, play a pivotal role as the number of the statutory committees constituted by the college administration.

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

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

The Principal along with the College Development Council

and IQAC discuss and approves various administrative issues such as admissions, budget, results and other relative issues. The Principal and Staff Council also review the activities and necessary suggestions are made by them. All Financial matters, decisions are taken by the Principal in consultation with higher officials, CPDC, IQAC, other bodies and other related committees. Some of the powers and the responsibilities are delegated to the lecturers to those who are having such capacity to deal those issues. Students and non teaching staff are also members of CPDC, IQAC and all Committees. The responsibilities are delegated for various committees under the supervision of Principal. In the college various curricular and co curricular activities are being conducted. In the college more than 20 committees formed by the Principal to do effective administration. At the beginning of the academic year the principal assigns the work to various committees for the current academic year. Every month a staff meeting is conducted with all committees and discusses various academic activities of the past month. The significant days enlisted by the Indian Government and A.P Government are being conducted regularly. Each and every activity planned in beginning of academic year. Annual academic plan prepared by IQAC. That plan implemented by the whole system.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The objective specified in the strategic plan have been formulated keeping in view the vision and mission of the institution. IQAC focuses on quality teaching where the teachers are encouraged to use more ICT-LCD, Digital and virtual classes to make the learning experience more joyful. The conduction of classes monitored by uploading the classes both offline and online classes in the online or offline teaching and learning process (O TLP) application which was introduced to the faculty in July 2021. The institution organizes a yearly blood donation camp N.S.S camp etc. and the students are involved to make them socially responsible citizens. The institution organizes the skill development programs under the agency of the AP skill development. Jawahar knowledge centre of the college

provide training for various campus drive. Various departments conduct certificate courses in addition to the curriculum of the programs to skill the students to make them job-ready. The project based learning make the students to learn leadership, writing, presentation, exploration skills that help them face the complexities of the world. The government Andhra Pradesh introduced new education policy this academic year. A part that community service program (CSP) short term internship and long term internship. Who let this process monitor by CCE office, APSHEC, Vikrama Simhapuri University and college administration.

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

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.

At the beginning of the Academic year the Principal formed different committees to conduct different activities in the current academic year. The Committees are discharging their duties as per the scheduled announced by the Government of Andhra Pradesh. The Principal always monitor the functioning of all bodies with regular time bond. At the beginning of the Academic year for the new joining students a bridge course is being conducted. Feed back is taken from the parents in parent teacher meetings, regarding the functioning of the institution like Teaching, Infrastructure and other facilities available in college. The students feedback also taken regarding teaching learning process in college. Their feed backs are discussed and analysed by the IQAC with the help of lecturer in chargers, committees and office staff. The NSS unit in the college will always keep the campus clean and green. The Admission committee strives it's level best to improve strength of the students. The office always helps the students to get monetary benefits from the Government and other bodies. The most of the students in the institution will get financial benefits from Government of Andhra Pradesh. One of the philanthropist provided free uniform, worth of 1.5 lacks to all students.

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

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	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)	View File

6.3 - Faculty Empowerment Strategies

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

The college has well defined welfare measures for teaching and non teaching staff

1. The Principal sanctions all financial benefits of the staff when ever receiving GO's from the Government of Andhra Pradesh.

2. The Principal sanctions all type of leaves for both teaching and non teaching staff such as CLs, SPCLs, OHs, Orientation Program, Seminars, etc.,

3. The faculty members are encouraged by the principal for attending research work and to publish papers.

4. The college provides free WI FI facility.

5. Separate computers are provided to all departments.

6. For disabled students ramp has been provided.and a try cycle has been provided to a disabled student.

7. FiveSpl CLs, 180 child care leave it can be utilised within completion 18 year of their children and 180 maternity leaves.are being provided to female staff.

8. EHS scheme is providedfor effective health care of the employees.

9. The Principalsanctions immediately all loans whenever the staff requested.

10. Mineral water is being provided in the campus for studentsand staff.

11. The principal sanction half pay leave for thestaff those who were doing part time Phd.

12. The principalrelived the staff members those who got on duty in variousworks.

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

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)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year	
6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year	
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)	View File
6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)	
6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year	
8	

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

As per the directions of the Commissioner of Collegiate Education, the institution follows the performance appraisal system. The teachers have to submit API formats to the Principal every year at the end of the academic year. Apart from that, teachers submit their academic activities which are evaluated by the Principal and IQAC Coordinator, and verify relevant documents. The Principal prepares confidential reports every year for teaching and non-teaching staff. Every year the academic inspection committee is formed by the CCE to evaluate the teaching-learning process in the college by the teaching staff. The RJDCE conducts audits recording financial activities in the institution every year. They prepare a report regarding the financial transactions of the college and identify the irregularities same thing will be intimated to the CCE Office. Later that will be rectified by the college administration.

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

6.4 - Financial Management and Resource Mobilization

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

All financial transactions are made by the institution as

perrules and regulations of Government of Andhra Pradesh and UGC. Each and Every financial transaction processes by concerned nonteaching staff member and is submitted to the Principal. That will be verified by the principal and the same will be forwarded to the accounts section of Government of AP. This is the process for claiming Government funds. The admission fee as well as examination fee transaction is being monitored by the examination committee. All financial transactions have done by the institution will be audited by RJDCE, Guntur and Account General of A.P as per the schedule. They will raise audit objections when they found irregularities if any. The college authorities need to give proper explanation with relevant documents. The same objections are also informed to higher authorities that is Commissioner of Collegiate Education. Like that each and every financial transactions are transparent. In addition to above inspection another central agency Audit and General inspected all financial matters. In the college each and every financial transaction passed by the principal is verified by treasuries department. All this financial transactions are going to CFMS. This system is maintained by government of Andhra Pradesh. The Non-teaching is always helps to the principal. The whole financial process in the institution made by non-teaching staff.

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

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

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

0

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

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

The institution mainly receives funds from the Government of Andhra Pradesh. The Govt sanctions funds from various heads. Most of our students receive funds from the government in the form of Jagananna Vidyadevena and Vasathi Devena. Govt of India also provides National Scholarships for the students after conducting national level talent tests. Pesala Jaya Raja Gopal, a local philanthropist donated Rs.1.18 lacks to provide Uniform for students. The College Development Council collected Rs.150/- through parents. Every year the college authorities prepare number statement and submit to the Government of Andhra Pradesh. According to that the Government sanctions budget for various heads. The Social welfare department sanctions scholarships for all category of students according to their social status. The Salaries of the employees are being paid by the principal as per the Government norms. For all of them the college authorities maintain proper records. Every financial transaction should be mentioned in the records. The CPDC funds mainly utilized for the needs of the students like drinking water, toilets repair, electrical need etc.

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

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 contributes a major role in the institution in all aspects. At the beginning of every

academic year, the IQAC frames a schedule for academic and cocurricular activities and monitors them scrupulously. The IQAC encourages faculty members to attend National and Internationalseminars and collects paper presentations. The IQAC encourages staff members to do research and provides relevant documents. Every month IQAC conducts staff meetings and reviews the teaching-learning process. It gives valuable suggestions to the staff members. The IQAC encouragethe staff and students to conduct co-curricular activities in the college. The IQAC collects different feedback and analyses the same and it will be submitted to the principal for taking suitable steps. The IQAC guides the teaching staff to do research work due to the inspiration of IQAC in our college's young lectures. Kiran, P. Rama Chandra, and V. Gopal Krishna doing part-time Ph.D. in their respective subjects. The IQAC encouraged the staff members to prepare all academic activities which were useful to the student community. The IQAC helps to conduct academic audit committees with submission relevant. Over all the IQACeffectively functions in the college.

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

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 teaching and learning evaluation is guided by the concerned university. At the beginning of the academic year, Vikrama University issues a schedule for the conduct of examinations college level and University level. IQAC of the college monitors the whole system of teaching and learning process as scheduled by the university. At the college level every semester we conduct two internal examinations, Student seminars, Group Discussions, and quizzes. As per thenormsoftheuniversitytheteacherneedstoaward25internalmarks.Th e remaining 75 marks will be awarded by the university. Aftercompletionofsemesterexaminations the result analysis is done by the IQAC. The IQAC identifies those who secured lower marks in final examinations and it will suggest concerned lecturer conduct special classes for them. To develop communication skills, analytical skills, and computer skills

among students JKC has been providing training. They analyze the results of the students prepare a chart for a semester and pass the percentage of each lecturer. Is there any less percentage recorded in a class that will be analyzed by the IQAC. The teaching-learning process is evaluated in the institution with different parameters.

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

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)

A. All of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender sensitivity is an inherent value of the institute and its neighboring community.

(a). Safety and Security:

- The primemotto of our college is the provision of safety and security tothe girl students and women staff at college premises
- Collegeappointed security guards at exit round the clock.
- Uniform andID Cards are strictly maintained for the security of students.
- A fire station is very near to the college and they are readyto provide their services at any time.
- A First Aid Kit ismaintained in all the departments for the welfare of studentsand a variouscommittees areregularly monitored.

(b) Counseling: Counselling plays a key role to get behavioural changes amongthe students asmost of the parents are illiteratesandit is ourbasic duty faculty to support the students for their futurelife.

(c) Common Rooms:

Common rooms have been allocated formen and women, to facilitate meetings and discussions. A restroom is also provided .

(d) Community outreach:

NSS activitieshelp to transform rural areasin building awareness about health,hygiene, girl child education.

- The Career Guidance Cell andJKC plays active roll for guiding the students to different competitive examinations and placements.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1wqirbyCGK7-qUmN3SOuDtNDDMoDrOKIs/view?usp=drive_link
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	https://drive.google.com/file/d/1ckShU6M0h3VRS9Ge0Bu0HS29FX11iw17/view?usp=drive_link

<p>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</p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Waste management Indiscriminate littering, open dumping of waste, weedy and overgrown lawns were the major observed cleanliness challenges in our campus due to student strength. In order to overcome this challenge our goal was to (a) reduce these wastes; (b) reuse or recycle them, when possible, and (c) manage them safely.

In order to meet these targets we concentrated mostly on Solid waste and Liquid waste of our college campus.

Solid Waste Management: Keeping the above goal in mind, Vermicompost pit was prepared one in college campus. It was dug measuring about Length of 4 mts, width 8.5 mts depth 4 feet. Waste food materials, lawn, weeds, dry leaves, papers etc., were thrown into this pit and left for decomposing and this is used for manure making for our garden.

Liquid Waste Management: Liquid waste generated by the college was done by: a. Sewage Waste b. Laboratory effluent waste

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 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 	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and	C. Any 2 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	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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	View File
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	View File

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).

Our College focuses on the value education of core human values, which enables one to have a holistic view of life and its significance. These are fundamental values which cut across the contours of cultural, gender, regional, religion, linguistic, communal socio economic and other diversities. These are intended to ensure dignity of human beings. The focus is on upholding and cherishing the fundamental principles of equality, discrimination, universal peace, justice, non violence and tolerance. Different sports and cultural activities organized inside the college to promote harmony towards each other. We are fortunate that our's is a Co-ed college we provide opportunities to both boys and girls without disparity. Commemorative days like Women's Day, AIDS Day, Youth Day and regional and religious festivals like Dasara, Sankranti, Christmas and Ramzan are celebrated in the college. This establishes positive interaction among students of different racial and cultural backgrounds. There are different Grievance Redressal Cells in the institute like Grievance Redressal cell, Women Grievance Cell, Women Empowerment Cell which deals with grievances of women students and staff. Our College has code of ethics which has to be followed by both staff and students irrespective of their cultural, regional, linguistic, communal socio economic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

In addition to the academic activities our college inculcate values to develop students as better citizens of the country. In this regard, the institute is imparting professional, moral and ethical values among students to inculcate a feeling of oneness among the student community. Various faculties periodically organize activities to initiate and to motivate the students to adopt various practices that promote the "Unity in

Diversity” of our mother land. Our college has strived its level best to increase the awareness and appropriate practices among the students with regard to the following areas:

1. National Identities and Symbols: The College has always taken various direct and indirect measures to promote the awareness about various National Identities and Symbols. The Indian Tricolour stands tall at the main entrance of the college and in this way the college spreads the message of nation’s first policy. The College celebrates the Independence Day & Republic Day with great pomp and vigour.

2. Fundamental Duties and Rights of Indian Citizens: The Department of Political Science, NSS and Women Empowerment Cell have organized various academic and cocurricular activities for the propagation of the Fundamental Duties and Rights of the Indian citizens. The students have enthusiastically participated in various programs like Seminars, Debates, Quiz, Group Discussion, poster making competition also organized to enrich the awareness about Indian citizenship. 3. Some of the departments also conducted programmes like National Constitution Day, National Literacy day, National Voters Day, national Science day, National Constitution day, World AIDS day etc.,

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

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

4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

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

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

Our College Students Celebrates different festivals, like Sankranti, Christmas, Ramzan, Dipavali and Ugadi. On the occasion these festivals Our college conducted different types of activities like Rangoli, essay writing, quiz, group discussion and debate. By participating in festivals students got to know the following points

1. Festivals make us forget our cultural and religious differences.
2. They unite the people and come together for the sole purpose of celebrations of happiness.
3. Festivals also help us to promote our culture and religion.
4. They are very helpful in breaking the monotony of life.
5. Festival celebrations promote communal harmony, preserve our culture and heritage.
6. Give a unique opportunity to gather and spend time with family, friends and community.

IMPORTANT DAYS:

1. Important days plays a tremendous role in competitive examinations.
2. Students got motivation and inspiration by participation in this important days.

3. To create awareness against any disease and poverty.
4. To create awareness in constitution.
5. To get to know inspiration from freedom fighters and how to build up a value system, spirit of sacrifice in their life, by celebrating independence day.
6. In view of Azaadi Ka Amrit Mahotsav our students conducted an exhibition in our college campus.
7. To create awareness cultural, spiritual, medical significance.
8. To create awareness discrimination against girls which can realise their hidden potential.
9. To create awareness environmental challenges and measures to safeguard the available natural resources.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

As there is high illiteracy rate in Naidupet area, most of the students are uncivilized. As a basic duty of being a teacher we need to mentor them to face the challenges in their future life. Moreover the area is also to be improved in many manners. So all the departments of our college conducted different best practices which motivate the students who actively participate in awaring their family and community in and around them. The List of the best practices of departments and their activities are in the website. The major Institutional Best Practices implemented are : CHAITANYAM and CHEYOOTHA.

CHAITANYAM - A motivational program by students for community

- which includes Plastic free day on Monday ,Health and Hygiene on Wednesday and Clean and Green of campus and Outside campus on Saturday.

CHEYOOTHA -

A Helping Hand for students - which includes EARN WHILE LEARN - Self employability by students and FREE COACHING -free coaching for PG Entrance and Competitive examinations.

Objectives: Best practice is those which add value to human life and support main cause of an institutional social responsibility. It helps in development of an institution as a source/ means to perform. It can change the life of whole institution as well as individual stakeholders. Best practices reflect the credibility and cheerful life of a college. Best practices are able to instill the scientific approach to issues or problems of society. Best practices are the change for a particular educational institution and society as well.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Our institute is distinct in its geographical location and is situated with SC Constituency, comprises underprivileged, poor sections of society. We offer almost free education. Jawahar Knowledge Center of our college offers ICT training to students in collaboration with the Tata Institute of Social Sciences (TISS) simultaneously. We have an effective library, gym facility and large playground for all-round physical and psychological development of the students. We have a mentoring system to guide and counsel our students. Our Women empowerment cell conducts Women welfare activities. We adopt a nearby village each year so that our students learn about the social imbalances and the need to serve our fellow countrymen, under National Service Scheme and recently Community Service, Internships. We organize various cultural, sports events and also let our students to participate in such Interzonal events. We offer remedial coaching for poor performing students. We

have well equipped labs enough for graduation level. Grievance redressal cell, career guidance cell, anti-ragging cell, consumer club, eco-club, red-ribbon club, etc., teaching foundation courses and Skill Development Courses. along with core-subjects. Student -Centric techniques are being used and also help students in further education. As we have industries nearby students can get job with just under graduation. Recently NCC was also launched in our college.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- To encourage the faculty to publish papers in national and International journals and seminars.
- To take up upgradation and revolution of college buildings with the assistance of RUSA
- To introduce FRS attendance system for staff and students to improve the quality in Higher education.
- To encourage staff to register online courses offered by Swayam, NPTEL etc,.
- To attend LMS programmes, FDPs and ToTs Introducing Short term and Long Term internship courses which helps students to get jobs.