



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

| | |
|--|---|
| 1.Name of the Institution | |
| | SKR GOVERNMENT DEGREE COLLEGE (WOMEN) |
| • Name of the Head of the institution | Dr . P . Raghavakumari |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 08832467391 |
| • Mobile No: | 9908542048 |
| • Registered e-mail | skrgdcwrjy@gmail.com |
| • Alternate e-mail | skrcollege@yahoo.com |
| • Address | opposite TTD Kalyana Mandapam, Prakash Nagar |
| • City/Town | RAJAHMUNDRY |
| • State/UT | Andhra Pradesh |
| • Pin Code | 533103 |
| 2.Institutional status | |
| • Type of Institution | Women |
| • Location | Urban |
| • Financial Status | Grants-in aid |

| | | | | | |
|--|---|----------------|-----------------------------|---------------|-------------|
| • Name of the Affiliating University | Adi Kavi Nannaya University | | | | |
| • Name of the IQAC Coordinator | Smt.B.Vijaya Bharatha Lakshmi | | | | |
| • Phone No. | 08832467391 | | | | |
| • Alternate phone No. | 08832467391 | | | | |
| • Mobile | 8985026770 | | | | |
| • IQAC e-mail address | iqac@skrcwrjy.org | | | | |
| • Alternate e-mail address | bvblakshmi77@gmail.com | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year)) | https://skrcwrjy.org/wp-content/uploads/2022/08/19-20-aqar-report-2.pdf | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | https://skrcwrjy.org/wp-content/uploads/2021/02/Academic-calender2020-21.pdf | | | | |
| 5.Accreditation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
| Cycle 1 | B+ | 79 | 2007 | 10/02/2007 | 09/02/2012 |
| Cycle 2 | B+ | 2.53 | 2017 | 30/10/2017 | 29/10/2022 |
| 6.Date of Establishment of IQAC | | | 02/04/2012 | | |
| 7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc., | | | | | |
| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount | |
| NIL | NIL | NIL | NIL | NIL | |
| 8.Whether composition of IQAC as per latest NAAC guidelines | | | Yes | | |
| • Upload latest notification of formation of IQAC | | | View File | | |

| | |
|--|---------------------------|
| 9.No. of IQAC meetings held during the year | 11 |
| <ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Nil |
| <ul style="list-style-type: none"> 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 |
| <ul style="list-style-type: none"> If yes, mention the amount | |
| 11.Significant contributions made by IQAC during the current year (maximum five bullets) | |
| Serving the society through providing Food, Medicine, Financial aid as well as emotional counseling to students and stakeholders belonging to deprived sections of society . | |
| Webinars conducted for the teaching staff to train on Online Teaching Learning and Evaluation Tools | |
| Effective usage of SMART Class Rooms, ICT, student mentoring | |
| Online Classes were conducted during the COVID 19 pandemic situation prevailed | |
| Encouraged the faculty to prepare E-Content and Video Lessons | |
| 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 install CC camera surveillance system in the college | completed |
| To Prepare Online Teaching Time Tables | Prepared and implemented |
| To conduct Webinar on the Usage of Google Classroom, Teach mint, Google Suit, Google forms for Teaching, Learning and Evaluation | completed |
| To Conduct / Participate in various National Level / International Level Conferences, Symposium, Guest Lectures, Seminars and Workshops. | All departments conducted Online Quiz ,English Department conducted National level Debate competition, Hindi department organized Hindi Week celebrations, national Webinar and Work Shop, Chemistry Department conducted national webinar and inter national conference |
| To Conduct Vaccination Drive during the pandemic corona situation | Going on successfully |
| To create college You Tube for providing video lessons to students in pandemic situation | created and uploaded videos |
| to Monitor the conduct of online internal exams | online internal exams were conducted without glitches |
| Take measures for health and safety of stakeholders | Regular sanitization and monitor health and hygiene situation in the campus |

| | |
|---|------------|
| 13. Whether the AQAR was placed before statutory body? | Yes |
|---|------------|

- Name of the statutory body

| | |
|---------------|--------------------|
| Name | Date of meeting(s) |
| Staff Council | 15/09/2022 |

14. Whether institutional data submitted to AISHE

| | |
|-----------|--------------------|
| Year | Date of Submission |
| 2019-2020 | 19/02/2021 |

15. Multidisciplinary / interdisciplinary

To develop a spark of creativity, experimentation, and research attitude, the under-mentioned activities are implemented. These activities improve the analytical abilities of the students by using approaches from different disciplines. Using skills and knowledge from different disciplines is our Best Practice for solving various types of challenges outside to prepare the students for future problems.

1. Real World Interdisciplinary problems: During the year 2020, Covid-19 Global Pandemic is not just a health crisis, but an economic and academic crisis too. As the students don't have access to colleges, they are instructed to work on this crisis by creating digital awareness to the public on Covid and also study on its impact on our economy, education, and society.
2. Developing Creative Writing Skills: Students contribute articles, poems, descriptions of antique memoirs, and personal essays to college magazine newsletters.
3. Building Research Skills: The faculty of sciences entrusts the students to explore the culture in north India and other countries in respect of language/s spoken, currency, predominant cuisine, festivals, marriage system, etc. This activity is done by students using technology like the internet.
4. General knowledge Tests: Regular GK tests are being conducted on economics, polity, history, and geography subjects to science and commerce students and on science and commerce subjects to Arts students to develop knowledge in other subjects.
5. Project Works: B. Sc Computer Science students do simple projects on "Impact of Weather on Labour, Agricultural and Cultural Practices and B. SC BZC Group students explored the Social Evils --Women Trafficking. These activities connect science with social studies.

16. Academic bank of credits (ABC):

The Institution has NOT been registered under ABC yet.

17.Skill development:

Skill Development: A number of skill development programs were organized to make the students acquire productive capabilities through all levels of learning and training., and the focus was mainly on how to teach the students on Critical Thinking, one of the important skills as per the NEP 2020.

To develop Soft Skills like Communication, leadership, time/stress management, decision making, interpersonal skills ability to deal with adversity, and networking students are given different roles in college functions /events.

The following sessions were organized by highly reputed and eminent speakers for students to develop their soft skills:

Name of the topic

Resource Person

1. Critical and Creative Thinking - Sri. Gampa Nageswara Rao
2. Coping with Emotions and Stress - Smt.K. Padmavati
3. Communication & Interpersonal Skills - Ms. Hemantha Sriram
4. Self-Awareness & Empathy - Dr. Ch. Mani Ramana
5. Decision-Making & Problem-Solving Dr. Parasa Ravi

Regarding VOCATIONAL EDUCATION, FREE TRAINING to the student in Tailoring, Embroidery was given which enabled some of them for earning while learning

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

Our mission regarding the integration of the Indian Knowledge System I to make the students excel in Hindi, and Sanskrit. We introduced the SPOKEN HINDI CERTIFICATE COURSE and VADATHU SAMSKRUTAM a Sanskrit Certificate Course into the curriculum on offline mode in extra periods exclusively. Students are offered Sanskrit, Hindi, and Telugu as Second Languages. Online and offline Guest Lectures are arranged by experts on the above subjects.

As a part of Indian Cultural practice, the Cultural Wing organizes KOLATAM CLASSICAL & FOLK DANCES with a team of sixty students at TIRUMALA BRAHMOTSAVAMS every year. SAKRANTHI SAMBARALU is conducted on a grand scale by making typical village sets on the college premises. Other festivals like Telugu New Year Ugadi, Holi,

Krishnashtami Diwali, Christmas, etc. Promotion of Indian Culture is the Best Practice of our Cultural Wing

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

OBE is an educational approach and a learning philosophy focusing and organizing entire academic programs and instructional efforts around clearly defined 'outcomes'. We want all students to demonstrate when they complete the program. It is a student-centered instruction model that focuses on measuring student performance through outcomes. The OEB model measures the programs of graduates in Three parameters:

- Program Outcome (PO)
- Program Educational Outcomes (PEO)
- Course Outcomes (CO)

Program Outcome (PO) is the description of the qualities, skills abilities, and understandings that the students should develop as a consequence of learning a course of study in college. Pos indicate what students are expected to know and be able to do by the time they graduate from college.

Program Educational Outcomes (PEO) are broad statements that describe the career and professional accomplishments that the program is preparing the graduates to achieve Educational Objectives/Goals, as well as Program Educational Outcomes, are prepared for each program. Educational Objectives are the teacher's expectations with regard to a program whereas PEOs are what students are able to perform after the completion of the program.

Course Outcomes (CO) are measurable parameters that evaluate each student's performance. Various assignment tools for measuring Cos in this college include Mid Semester- Examinations, End Semester Examinations, Tutorials, Assignments, Project Works, Labs, and Alumni Feedback.

20.Distance education/online education:

This institution is not having an Open and Distance Learning System.

Extended Profile

1.Programme

| | |
|--|---------------------------|
| 1.1 | 12 |
| Number of courses offered by the institution across all programs during the year | |
| File Description | Documents |
| Data Template | View File |
| 2.Student | |
| 2.1 | 324 |
| Number of students during the year | |
| File Description | Documents |
| Data Template | View File |
| 2.2 | 324 |
| 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 | 298 |
| Number of outgoing/ final year students during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.Academic | |
| 3.1 | 8 |
| 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 Total number of Classrooms and Seminar halls | 44 |
| 4.2 Total expenditure excluding salary during the year (INR in lakhs) | 0 |
| 4.3 Total number of computers on campus for academic purposes | 84 |

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 college is affiliated with Adikavi Nannaya University. The curriculum of any program is designed by the Board of Studies of the University. Even the revision and upgradation of the syllabus is the prerogative of the university. All the affiliated colleges have to follow the syllabus designed by the parent University. Hence, our college is no exception to it.

At the beginning of the academic year, the college prepares its proposed academic calendar keeping in mind the university academic calendar. Time- Table Committee constituted all Heads of the Department's design timetable for all UG courses as per university syllabus norms. It is displayed on the notice board.

The covid-19 pandemic situation has changed the method of teaching. During the pandemic period, e-Learning tools have played a crucial role as colleges are suspended but not teaching. IQAC took immediate measures to conduct online training programs for faculty members to adapt themselves to new kinds of learning. Online classes were conducted effectively using Google Meet, Zoom, and Teach mint Apps.

IQAC analysis the semester-wise results and suggests corrective

measures by conducting bridge courses and remedial classes if required. Academic review and feedback are taken periodically.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | No File Uploaded |
| Link for Additional information | https://docs.google.com/spreadsheets/d/1dGRW5uXVu-wRmuhlm7UssSCW9xFxVzOowxwrEypvdIE/edit?usp=drivesdk |

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

Continuous Assessment is a critical step in the learning process. It determines whether the learning objectives of the course have been met or not. In the past, only observation by the teacher was the main mode of assessment. But in the process of development of a system, there occurred various types of assessments can be broadly classified as Formative Assessment and Summative Assessment. The former is continuous and is conducted during the teaching-learning process and the latter is to evaluate the student learning at the end of the semester. For Continuous Internal Evaluation/ Assessment our University has adopted 75+25 Marks External and Internal Examination System. Our University conducts examinations at the end of each semester for both theory and practical sessions and for which Question Papers are prepared by the Controller of Examinations. For the CIA all activities are divided into 4 categories.

1. Assignments 5 Marks
2. Project/Seminar/GD/ Role-plays/Quiz / Presentation 5 Marks
3. Attendance for Clean and Green Programme 5 Marks
4. Testing of Subject knowledge through Mid-term Exams 20+15 Marks

Total for 2 Mid Exams 50

CIA carried out in our college keeping in mind the words of Plutarch -"The Correct analogy for the mind is not a vessel that needs filling, but wood that needs igniting".

As we were in aided college during (20-21)that time we followed the guidelines of AKNU. We have to implement CIA from 2022-23 onwards as now we are in Govt. Service.

| File Description | Documents |
|--------------------------------------|---------------------------|
| Upload relevant supporting documents | View File |
| Link for Additional information | Nil |

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

B. Any 3 of the above

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

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

13

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | No File Uploaded |
| 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)

0

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

The intuition follows the curriculum of Adikavi Nannaya University and hence offers a paper on Human Values & Professional Ethics and Environmental Education as a part of Life Skill Courses to the students of all streams. Apart from that socially relevant issues relating to Gender, Environment, Sustainability, Human Values & Professional Ethics have been integrated into the larger framework of the syllabus through a series of programs that are designed to keep these crucial discourses in the framework of holistic development of the students.

The Eco Club of the college has been pursuing its good work of spreading awareness among the staff, students, and larger community

about threats to the environment and the need to promote sustainability through its activities like rainwater harvesting, recycling of used bathing water for the groundwater recharging and other activities include the conduct of Rallies, Guest Lectures on Environment Protection, three plantations and distribution of cloth bags, maintenance of drinking water vessels for birds and animals, etc. Through participation in various activities organized by this club, young students of the college have become Eco Crusaders.

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

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

4

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

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

102

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

1.4 - Feedback System

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

C. Any 2 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) | No File Uploaded |

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 | Nil |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

510

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

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

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

251

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

2.2 - Catering to Student Diversity

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

In every class, students are divided into various groups depending on their level of understanding, interactions with teachers, background knowledge on a particular topic, classroom observation, interpretation by students after taking a class on a specific topic, question-answer session, periodic assessment, etc. The institution also organizes remedial classes for slow learners to encourage them to learn the subject matter. Advanced learners are encouraged to help the slow learners by discussing a specific topic among themselves. After each assessment, answers to all the questions are discussed with each student to enable them to understand their mistakes and weaknesses.

.Advanced learners are encouraged to study more from different books to gain concrete knowledge on a specific topic. Toppers from each department in the University examinations are awarded Cash prizes and Certificates. College also gives awards as Best Outgoing students for good academic performance, good attendance, etc.

Career-related coaching classes are organized for advanced learners to support them to secure good scores in competitive examinations. Students are encouraged to participate in conferences, symposiums, seminars, and workshops to gain knowledge.

| 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 |
|--------------------|--------------------|
| 971 | 51 |

| 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

These include:-

1. Organizing local-level field visits for students for making them familiar with the local current issues. To further sensitize the students, about the local socio-economic conditions with a motive to establish a social connection and to provide support to the particular group of people, who are in need of it. In this kind of field visit, special emphasis was given to making them aware of healthy diet and hygiene, by preparing and providing a specific diet chart for a particular family and further inquiring about malnutrition and obesity.

2. Institute frequently organizes various student activities for promoting the spirit of teamwork and goodwill. The institution also conducts activities such as NSS camps, institutional social responsibility through clubs, Village Adoption, Tree plantation, Swatch Bharat, and Health awareness camps to help the students to learn the art of living in a team for Social and community welfare.

3. Project work is organized to make our students aware of the experiments and research in brief.

4. The case study method is also adopted and used during the

teaching-learning process in order to develop the problem-solving ability among the students

| 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

Implementation of ICT and LMS in teaching learning ICT enables the use of innovative educational resources for establishing an active collaboration of students during the pandemic period. The use of ICT and LMS has contributed greatly to the educational sector of our society. The introduction of online classes PowerPoint presentations and online courses has changed the way a person looks at education not only has education now become much more accessible in the comfort of your house. It has also been made affordable for all. Online Learning has been designed to make the learner feel comfortable learning at their own pace. PowerPoint presentations have proven to provide students with essential synopsis that can be useful for reference and note-making. online classes through Zoom, Google meet and Teach mint have solved the problems of social distance among people while making sure that they are getting a quality education in the comfort of their house

In normal classroom teaching, teachers use power-point presentations whenever needed in their teaching by using LCDs and projectors. Through the virtual mode, our college also organizes webinars, special lectures, expert talks, etc. For the overall development of our students, different departments also take initiative to organize online quiz competitions through google forms, debates, paper presentations, etc with the help of various Information Communication Tools

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | Nil |

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

2.3.3.1 - Number of mentors

36

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

2.4 - Teacher Profile and Quality

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

8

| 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 | No File Uploaded |

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

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

06

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

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

2.4.3.1 - Total experience of full-time teachers

08

| 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.

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

The schedule for internal assessment is communicated by the Principal and Heads of the department to the Students as per the proceedings received from the University.

Unit tests/Presentations/ Assignments are conducted by all teachers as per the Activity-Plan. The College has an examination committee that monitors and coordinates the internal and external examination activities. Sessional Examination (tentative) is mentioned in the Academic Calendar and the actual schedule is displayed on the notice board well in advance.

Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visits / Field Work, Seminar presentations, etc. The internal assessment system helps the teachers to evaluate the students more appropriately and based on the result of the assessment, personal guidance is given to the needy students after their assessment.

| 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

1. At the beginning of the semester, faculty members inform the students about the various components of the assessment process during the semester.

2. The internal assessment test schedules are prepared and communicated to the students well in advance.

3. Evaluation is done by the course handling faculty members within three days from the date of examination.

4. The corrected answer scripts are verified by HOD to ensure the standard evaluation process.

5. Noting the values in observation and validating the theoretical aspects student must submit lab records regularly.

6. The day-to-day performance of the students is assessed for every experiment which includes regularity, performance, viva, and promptness in submitting the record.

7. For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record. The independent learning, practical approach to the real-time applications are tested by viva voce for laboratory courses

| 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.

The Following mechanisms followed by the institution to communicate the learning outcomes to the teachers and students are:

Teachers and students are aware of the Course outcome (CO) and programme outcome (PO) and regular awareness programmes are conducted in each and every department. Before the start of a new course, each semester faculty member explains course outcomes and programme outcomes to the students in each and every class and

regular feedback from students is also taken on Course Outcome and Programme Outcomes through programme and course exit surveys. Students do include Vision, Mission, COs and POs in their laboratory files and the same is also included in the faculty course files also. The institute has well defined Appraisal System (Report) wherein each and every faculty member has to make a course file based on Outcome-based education that includes evaluation of CO and PO and due weightage given in the appraisal system. Thereby each and every faculty member is aware of Course Outcome and Programme outcome, the evaluation and assessment of every student is assessed with respect to the course outcome and programme outcome.

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | View File |
| 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.

All the departments prepare a detailed activity plan (in line with to Academic calendar and individual teaching plan) for all the papers of each semester at the beginning of each academic session.

The Academic Plan contains information such as the topic & date of the Class Test, Assignment, Presentation, Case-Study, etc. with a motive to provide advance intimation to the students to prepare the subject content as well as to keep track of the syllabus covered by the teachers. Teachers are organizing field/industrial visits for the students to give them practical exposure.

Time-to-time special classes for slow learners. Knowledge, Application of Concepts, and Problem Solving Activities are used to check whether the student is able to recall and implement what they have learned as well as their intellectual skills. Department-wise teachers closely monitor students' attitudes, values, interests, ideas, etc. so that these elements can be nurtured for the betterment of a student. During the Mentor-Mentee Session teacher describe what standards are expected from students and what are the probable milestones he/She can probably achieve.

| 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

193

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

2.7 - Student Satisfaction Survey

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

<https://www.skrgdcwrjy.ac.in/academics/#1660043465232-e7afd25c-a97a>

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)

nil

| 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

00

| 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

05

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | View File |
| 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

01

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

3.2.2 - 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

01

| 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

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

1. On 17th April 2020 we conducted digital awareness on Earth Day on the college campus where more than 25 NCC Volunteers participated.

2. On 16/05/2021 digital Awareness Quiz on Covid 19 was conducted by NCC- 90 persons (students, staff and family members) Participated.

3. On 21/06/2021 "International Yoga Day" we conducted the "Yoga at home Programme" where many staff members and volunteers participated from their respective home

4. On 07/08/2020 we conducted the "International Day against Drug

Abuse and Illicit Trafficking programme" on the college campus where 25 NSS volunteers participated.

5. On 15th August 2020 NSS UCC Unit conducted two programmes, Flag Hosting Programme in the college and Participated in the Independence Day Parade at AdiKavi Nannaya University.

6. An AIDS awareness Rally was organized on 1st December 2020

7. Hand Sanitizer was made in the College Chemistry Lab as per WHO Guidelines and it was given to the Staff of our college.

8. Essential Supplies and dry rations were arranged and distributed to all the stranded students and families of Casual Workers on 28/01/2021.

9. Distributed ID Cards to Voters on 28/01/2021.

10. Participated in food distribution at Government Hospital on 30/03/2021.

11. Conducted Road Safety programme by the Hindi department on 28/02/2021.

| 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

21

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

795

| 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

01

| 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 | View File |

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

06

| 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.

learning. viz., classrooms, laboratories, computing equipment, etc. The Institution has an adequate number of classrooms & Laboratories.

The College has its own Auditorium to facilitate and host seminars and other conferences.

The college has an LCD projector installed in the seminar hall for

the purpose of special lectures. Computer lab facilities are available in the college with internet facilities. Students and staff can access and download their topics of interest. The college has created adequate infrastructure facilities like science labs, seminar hall, and auditorium.

With the increase in strength, as per requirement, the institution approaches the University Grants Commission (UGC) for approval of additional funds. Additional funds.

at times are also obtained from other sources such as RUSA Fund Ministry of Human Resource and Development, the Govt. of Andhra Pradesh.

The college library is fairly equipped with a good number of books, journals, and magazines. The science lab has the necessary science apparatus for experimentation.

The College is also equipped with the latest equipment like Computer technology, Projectors, etc for enhanced learning.

The College has also created its own Medicinal Garden where endemic and rare plant species are planted and maintained.

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

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

Our college education experience offers the student, not only academic but also sports and cultural activities such as Foundation Day & Freshers Day, Birth Anniversary celebrations of Kandukuri Rajalakshmi, Annual Day, Sports Day, Independence Day, Republic day, Teachers day, International Women's Day and College Hostel Day. Our college students from the various departments enthusiastically participated in events like Drama, Theme Dance, Solo Dance, Rangoli, and singing competitions. Our college has provided ample space for conducting cultural activities. so that they gain confidence to participate in the district or state-level events.

There are grounds earmarked for outdoor games such as Football,

Volleyball, Throw ball, kho-kho, and Badminton. Interested students are trained regularly.

The College has a Hostel facility with 55 rooms accommodating 265 students.

| 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.

01

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

05

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

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

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

0

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

4.2 - Library as a Learning Resource

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

Library automation is under process

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

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

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

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

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

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

50

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

4.3 - IT Infrastructure

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

The college is well aware of the technology that places a pivotal role in updating knowledge and skill and is facilitated with IT provision which is updated periodically. Seminar Hall and Auditorium are facilitated with WIFI. The library is facilitated by a computer and WIFI facility for updating books and journals. The college is well-equipped with CC Cameras. During 2020-21, upgraded internet connection from 150 Mbps to 1000 Mbps with Airtelfiber net in order to have full convergence at the college.

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

4.3.2 - Number of Computers

98

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

0

| 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.

The management represented by the Secretary, Principal, and college officers looks after the maintenance of buildings, classrooms, and laboratories. The HODs of the department are informed about the major annual maintenance work of the principal ahead of time. Through the submission of requirements, the principal in consultation with the Management plans and executes the work in a time-bound manner. Regular maintenance and repairs, renovation of

buildings, maintenance of campus, and allocation of resources are the responsibility of the Management and college administration. The Secretary of the college periodically meets the principal and gets records of other minor requirements and enables to get them fulfilled. The principal oversees the day-to-day maintenance of the campus, cleanliness, and orderliness of classrooms, staff rooms, auditorium, laboratories, and seminar hall. Maintenance of generators and CCTV cameras is properly done by the allotted non-teaching staff under the supervision of the Office in charge. The college library is directly managed by the librarian who is in charge of the library. The upgrading of computers and maintenance are done by technicians. The Physical Education dept has Cricket, Badminton, Basketball, Volleyball, Chess and Carom facilities. The Physical Director takes care of all the physical education classes.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

702

| 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 benefitted 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

12

| 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

B. 3 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

00

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

00

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

E. None of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

09

| 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**

25

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

00

| 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.**

00

| 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)

The Students Union ensures an active participation in the general activities of the college. The Union consists of President, Vice-president, Secretary, Joint-Secretary I&II, P.G, Cultural and Sports Secretary from Intermediate, UG, and P.G programmes. The Student Advisory Committee of the college conducts student union elections for nominating Students union representatives. In the current academic year due to Covid-19 they are elected unanimously. The Students union address student related grievances to ensure smooth administration and formaintaining academic discipline. The Union participates actively in organizing College foundation day, Freshers welcome, Smt. Kandukuri Rajya lakshmi amma birthday celebrations, Christmas day, Sankranthi sambaralu, Sports day and College day. This year conventional programmes are not conducted due to Pandemic Covid-19. The students actively participate in the following forums through out the year: Science association, Literary association, Games association, Cultural assocation, Eco club, Chemistry club to plan and execute several programmes related to their respective fields. Apart from these forums students are involved in various Committees such as NSS, NCC, Youth Red cross, Red ribbon. The students actively participate in various extension activities, awareness campaigns and academic programmes like seminars, group discussions with the guidance of lecturers. They also participate in various national, state, regional competitions and achieve award of excellence in such competitions bringing glory for the college.

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

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

00

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

SKR College for Women Alumni Association, Rajahmundry is a registered body under the AP Societies Act, with the Regd. No. 366/2014, under the guidance of a Chartered Accountant. It started the journey during the Silver Jubilee Celebrations in the year 1993. In the Pandemic year 2020-21 the members of the Alumni Association joined hands to sponsor masks, sanitizers to the teaching and non-teaching staff of the college. The Alumni association contributed funds for the construction of open air auditorium floor, installation of 06 Solar lights (18W) and 3 embroidery machines. Mid-day meals are provided for the benefit of the student community in collaboration with ISCON, this programme was not possible due to COVID-19.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) C. 3 Lakhs - 4Lakhs

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

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 empower women through holistic education and function effectively as competent, socially committed and compassionate individuals.

MISSION

The mission of the college is to achieve high academic and ethical standards with scientific aptitude and social consciousness through value based quality education.

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

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

Management plays a vital role in decentralization and participative functioning of the College which may reflect in the following.

The college Management along with the Principal and IQAC discusses and approves important administrative issues such as budget,

admissions, results, etc., Staff Council also review the activities, and necessary suggestions are made by them and Major decisions are taken unanimously.

Administrative powers and responsibilities are delegated to teachers on the basis of their competence, commitment, and aptitude to meet institutional objectives.

The institution's democratic principles of decentralization and participative management are also reflected through the involvement of staff members and students in various committees and cells to carry out different activities.

Periodic meetings are arranged for proper coordination and sharing of information.

IQAC looks after smooth functioning and quality enhancement of the college. Students as well as members of non-teaching staff are members of IQAC, all Cells and associations have further delegated the responsibility of planning and execution of activities, overseen and guided by teachers.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

An amicable environment is considered for quality enhancement and improved teaching and learning. Regular staff meetings are conducted in the department, lesson plans are prepared to adopt best teaching practices. Teachers are asked to submit these documents to the higher authorities to ensure that they cover the syllabus on time.

A blended method of teaching was adopted to impart qualitative education using ICT classrooms and online platforms of technology. Activities of the college are implemented in a highly decentralized manner through various committees and cells. Regular meetings have been held for discussion to improve plans in a participative manner. Representation from various departments and bodies is ensured while developing the policies and their implementation

1) CURRICULUM DEVELOPMENT 2) TEACHING AND LEARNING 3) EXAMINATION AND EVALUATION 4) LIBRARY, ICT AND PHYSICAL INFRASTRUCTURE 5) HUMAN RESOURCE MANAGEMENT 6) ADMISSION OF STUDENTS

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

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

The college is governed by the Progressive Education Society and permanently affiliated with Adikavi Nanayya university, Rajahmundry.

The IQAC is considered the think tank of the college. It comprises the Principal, Co-Ordinator, teachers, members of the management, and other stakeholders like student representatives, Alumni, parent representatives, and representatives from industry, education, and corporate sectors. All academic, curricular, extra-curricular, extension, and developmental activities come under the purview of the IQAC. As an Advisory body, the IQAC helps to initiate student and staff exchange programs and assists in their empowerment. The college IQAC has been playing a significant role in mentoring different colleges with whom MOU has been signed.

The details are as follows: The college has an MoU with Vasista Pesticides, Avidi, Kothapeta Mandal, Usha Kiran nursery, Godavari Fashion technology Sri Geetham ATC for JNNYC, for training and extending academic cooperation.

Academic Administration The Principal is assisted by the Heads of the departments and faculty members. For official matters, the Principal is assisted by the office superintendent, clerks, and support staff. At the department level, the organization includes Heads of departments, faculty members, and non-teaching staff. The Librarian is the head of the Library and is assisted by the Assistant Librarian, Library clerks, and library attendants.

| File Description | Documents |
|---|------------------|
| Paste link for additional information | Nil |
| Link to Organogram of the Institution webpage | Nil |
| Upload any additional information | No File Uploaded |

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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The College engages in a variety of welfare programs for both teaching and non-teaching staff.

Faculty members are entitled to all statutory leaves, as well as 'On Duty Leaves' for attending the Orientation and Refresher Courses.

Faculty members are encouraged to participate in seminars and conferences at various levels by the College.

The college encourages teaching faculties to submit proposals for Major and Minor Research Projects. we are going to plan for effective welfare measures for teaching and non-teaching staff in next coming years. Festival advance is provided to the nonteaching staff .

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

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

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

0

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

0

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

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

As per the latest guidelines provided by the UGC and the Government of Andhra Pradesh, the performance appraisal of the staff is carried out annually under the auspices of the Internal Quality Assurance Cell headed by the principal.

The Annual Performance (API) Score/Annual Self Appraisal Report (ASAR) of the teaching staff, obtained will be submitted to the CCE and the scores are subsequently published in the CCE website.the Academic Audit Team of the CCE, AP, visits the colleges annually and analyses the performance of teachers and submits comprehensive reports to the Principal of the institution for further necessary action.Though there is no formal mechanism for Performance Appraisal System for non-teaching staff, their overall performance is evaluated by the principal and confidential reports are submitted to RJDCE.

.

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

6.4 - Financial Management and Resource Mobilization

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

The institution conducts internal and external financial audits every year. Every year the management conducts financial audits in the month of April. An internal audit is conducted by reputed chartered accountants' firms at regular intervals. A statutory audit is conducted by the higher education department periodically by the joint directorate of collegiate education and the auditor of the Govt of India. Internal Audits for the college NSS, NCC, and UGC accounts are audited by the senior faculty of the college.

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

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

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

Planning to collect funds from Individuals and Philanthropists in future

| 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 major sources of institutional funding are from UGC, Government of Andhra Pradesh through the Commissionerate of Collegiate Education, Rashtriya Uchatar Siksha Abhiyan (RUSA). The institution sends proposals to the University Grants Commission (UGC) for additional grants under various schemes, RUSA for the development of infrastructure and equipment. After receiving the grants, principal being the disbursing officer meticulously follows established procedures involving Finance Committee, the Purchase Committee, RUSA Committee and the College Office before it is finally disbursed to the concerned person or the respective department(s).

The institution utilizes its resources for construction and upgrading infrastructure depending upon the academic requirements. The college incurs expenditure on addition and up-gradation of capital assets like computers, ICT enabled teaching aids, laboratory equipment and apparatus, as such other assets. The balance sheet of the college gives idea about the expenditure incurred on purchases. Office obtains "Utilization Certificates" for the expenses incurred. In order to ensure transparency in utilization of the financial resources of the college, the accounts of the college are being audited regularly and the same are submitted for verification to the teams from RJDCE and Auditor general of A.P during their visit for inspection to the college.

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

6.5 - Internal Quality Assurance System

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

At the beginning of every academic year IQAC frames an action plan and ensures its proper implementation for overall development of the students. Quality assurance strategies and best practices to be institutionalized are discussed in the IQAC meetings and decisions taken are communicated to the staff by the Principal.

Students' Orientation Programme: At the beginning of every academic session, Students' Orientation Programme is held for freshers. Students are given information about examination system, internal

marks, Program outcomes, various Cells, library, NCC, NSS, sports etc. This is followed by a tour to different departments.

Feedback The IQAC strives to institutionalize and sustain quality in all activities of the institution, including teaching, learning, research and extension. The students are the main stakeholders of an educational system.

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

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

The College has undergone the 1st and 2nd cycles of accreditation in 2007 and 2017. Review of the various processes has been based mainly on their Peer Team Reports. Review by the internal academic audit team.

1. Departmental reviews involving students and teachers.

2. IQAC and Staff Council meetings.

3. District level monitoring through District Resource Centre (DRC).

4. Peer review by the academic advisors of CCE, A.P during academic audit.

5. Assessment of Annual Performance Indicators (API) of individual teachers, by CCE, A.P.

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

6.5.3 - Quality assurance initiatives of the C. Any 2 of the above

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)

| 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

The institute organizes regular gender equity promotion and sensitization programs for students and faculty members. Guest speakers from prominent field are invited to speak on the given topic which highlights the importance and contribution of women in the society. Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. The gender equity promotion programs organized by the institution are : Cultural diversity is fundamental to humans. The Women Development Cell organizes events and sensitization programs throughout the year. Events are spread throughout the year and planned well in advance. Special days such as Women's day are celebrated in spirit. The Gender Sensitization Action Plan is designed to conduct awareness programs and sessions for students and faculty members.

| File Description | Documents |
|--|-----------|
| Annual gender sensitization action plan | Nil |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | Nil |

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

C. Any 2 of the above

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

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

The College considers sustainability promotion as an essential component of education apart from the basic teaching and learning. Waste management is one of the prime concerns of the institution. This institution has a permanent mechanism for eliminating or minimizing the wastage on the campus, power, paper and water. However, where wastage is inevitable and unavoidable, it is managed quite effectively. It is either deposited safely or recycled successfully for the benefit of nature and community. Mainly, the institution practices three types of waste management.

Solid Waste Management: The main Solid wastes on the campus include waste paper and disposables. Students are created awareness about this through orientation classes. Measures are being taken for safe disposal in a planned manner by separating into biodegradable and non-degradable materials. The biodegradable waste is shifted to the Vermi-Compost unit maintained by the Departments of Zoology and Botany.

. **Liquid Waste Management:** Liquid and semi-liquid wastes are safely channeled into municipal drainage adjacent to the college. The liquid chemical waste coming out of the laboratories is neutralized and disposed safely into the pits digged behind the laboratories.

E-Waste Management - memory chips, motherboard, compact discs, cartridges etc generated by electronic equipments such as Computers, TV, Phones, Printers and Photocopy machines are recycled properly. Instead of buying a new machine buyback option is taken for technology upgradation.

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements/MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | Nil |
| Any other relevant information | 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 **C. Any 2 of the above**

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **C. Any 2 of the above**

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

| File Description | Documents |
|--|------------------|
| Geo tagged photos / videos of the facilities | No File Uploaded |
| Any other relevant documents | No File Uploaded |

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

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

E. None of the above

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

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

C. Any 2 of the above

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

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

Institution organises many diversified programmes like voters Pledge on voters day, to develop feelings of dedication devotion and extend their services there by transforming them as responsible citizen rendering services towards nation. Cultural committee organises competitions and encourages students to participate on cultural competitions held in college, district and state level to promote cultural harmony and derive cultural spirit there by imbibing spiritual value make them understand and recognise cultural diversity.

Accordingly our institution has been providing opportunities to grow and develop for both students and staff. . To bring harmony among people, all the national festivals like Republic day, Independence Day are celebrated with lot of fervour and patriotism & enthusiasm.. On the same lines Ambedkar Jayanthi, Gandhi Jayanthi are celebrated with great zeal. The contribution of these great leaders in propagating tolerance and harmony in the people is highlighted by focusing on the principles and ideologies preached by them .in addition to that guest lecturers are arranged by experts to address the problems created by cultural, regional, linguistic, communal, socio-economic and other diversities In this connection language related programmes like matrubasha dinostavam. All languages have their own merits hence language related programmes like matrubasha dinostavam and birth anniversaries of famous writers who served for the development of different languages in multilingual nation are organised. Further, special programmes have been initiated to sensitize students on gender equality by celebrating women's day on 8th march.

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

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

The purpose of learning is to impart education not merely for the learning of certain selected subjects but also for the development of the intellect and mind. The ultimate aim should be to improve simultaneously the standard of life and standard of living of an individual.

The aim of consumer rights day is to enlighten everyone about the rights of consumers to protect themselves from unethical transactions. To uphold the value that humanity is the first, God is next, staff and students are encouraged to donate blood for life saving purpose. Our prime minister's prestigious Swatch Bharat program is implemented in our college in true spirit as Cleanliness is first, Godliness is next. To create awareness the NSS volunteers along with the program officer visited the nearby villages. To educate the students about communicable diseases like AIDS, Covid 19 etc. through awareness programs, rallies, literary competitions etc.

Finally to enable citizens to imbibe and practice citizenship values. The citizens must cherish and follow the noble ideals which inspired the national struggle for freedom. To promote the spirit of patriotism and to uphold the unity of India. Several efforts have been made to generate awareness of the importance of discharging fundamental duties by celebrating Republic day, Independence day, National Voters day, World Human Rights day. National festivals are celebrated in our institution.

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

7.1.10 - The Institution has a prescribed code C. Any 2 of the above

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 | No File Uploaded |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | No File Uploaded |
| Any other relevant information | No File Uploaded |

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

The college organizes national festivals viz., Republic day, Independence day and birth anniversaries of the national leaders, social reformers and eminent personalities to inculcate moral values and promote national integration. Independence Day and Republic Day are celebrated as National festivals of India. Celebration of Independence Day starts with hoisting of the flag by the Principal of the college followed by well-practiced march past by NCC cadets. Patriotic songs praising the greatness of the country as well as sacrifices by national leaders who laid down their lives in achieving independence. The students are given opportunity to deliver speech highlighting the development of post independent India. Republic day is also celebrated in a grand manner. The students are getting motivation through the celebrations of national festivals.

Birth anniversaries of renowned personalities like Mahatma Gandhi, Dr. S. Radha Krishnan, Dr. B.R. Ambedkar, Dr. A.P.J. Abdul Kalam and the Iron of India, Sardar Vallabai Patel are celebrated to pay tribute with lot of spirit among the students. Contributions of these great leaders are commemorated. In connection with these

celebrations, Elocution and essay writing competitions are conducted.

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

7.2 - Best Practices

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

Practice: The Joy of Giving'

Objective of the Practice: To support our fellow beings in dire need.

To make one understand ' the joy of giving'

The Practice: Charity begins at home- The Faculty of our college has come forward voluntarily to support the non-teaching staff, which is at doldrums during the Covid- 19 Pandemic by providing rice, groceries and other needy things. Sanitizers and masks are distributed to both teaching and non-teaching staff. College has strictly observed the saying- "Service to Humanity is Service to God" and created a secured feeling in an uncertain environment. The volunteers of our college served food packets to the front-line warriors in the Government Hospital. As a part of this programe, 700 food packets were distributed everyday for a month without any interruption. Some of the volunteers got affected in doing this service but they continued their service with the same spirit.

Obstacles faced if any and strategy adopted to overcome them:
 Fortunately no obstacles are found
Impact of the Practice
 Maintenance of the family became better
 Got the feeling that humanity is still there in the world
 Healthy atmosphere was created.

Resources required: Kind Hearts with Pure thoughts.

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

7.3 - Institutional Distinctiveness

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

Preparation of Jeevamrutham:

To sensitize the young girls towards expansion and concern for the preservation of our heritage and culture and conservation of environment is the special attribute of our institution. We know the present miserable state of our Mother Earth who has been exploited by the careless actions of the mankind. The problem of soil contamination has been overlooked with modernization. The increasing soil contamination is a threat to the nature and sustainable development. So there has been an urgent need to put an end to this serious problem.

Our institution has taken measures to create awareness among the students about the ways to reduce soil contamination. One such is organic farming with the help of a cold drink for plants known as Jeevamrutham, used as a manure for plants. It is the best organic fertilizer to increase the count of microorganisms which nourish the soil and help plants to absorb nutrients in the soil faster and boost plant growth and production. This idea has been pragmatic and low cost as it is made up of natural ingredients like cow dung, cow urine, jaggery, besan. It is accessible to everyone. The staff's encouragement to promote jeevamrutham has had a lasting impact on the students to make use of what's available in the best way.

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 college is affiliated with Adikavi Nannaya University. The curriculum of any program is designed by the Board of Studies of the University. Even the revision and upgradation of the syllabus is the prerogative of the university. All the affiliated colleges have to follow the syllabus designed by the parent University. Hence, our college is no exception to it.

At the beginning of the academic year, the college prepares its proposed academic calendar keeping in mind the university academic calendar. Time- Table Committee constituted all Heads of the Department's design timetable for all UG courses as per university syllabus norms. It is displayed on the notice board.

The covid-19 pandemic situation has changed the method of teaching. During the pandemic period, e-Learning tools have played a crucial role as colleges are suspended but not teaching. IQAC took immediate measures to conduct online training programs for faculty members to adapt themselves to new kinds of learning. Online classes were conducted effectively using Google Meet, Zoom, and Teach mint Apps.

IQAC analysis the semester-wise results and suggests corrective measures by conducting bridge courses and remedial classes if required. Academic review and feedback are taken periodically.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | No File Uploaded |
| Link for Additional information | https://docs.google.com/spreadsheets/d/1dGRW5uXVu-wRmuhl7UssSCW9xFxVzOowxwrEypvd1E/edit?usp=drivesdk |

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

Continuous Assessment is a critical step in the learning process.

It determines whether the learning objectives of the course have been met or not. In the past, only observation by the teacher was the main mode of assessment. But in the process of development of a system, there occurred various types of assessments can be broadly classified as Formative Assessment and Summative Assessment. The former is continuous and is conducted during the teaching-learning process and the latter is to evaluate the student learning at the end of the semester. For Continuous Internal Evaluation/ Assessment our University has adopted 75+25 Marks External and Internal Examination System. Our University conducts examinations at the end of each semester for both theory and practical sessions and for which Question Papers are prepared by the Controller of Examinations. For the CIA all activities are divided into 4 categories.

1. Assignments 5 Marks
2. Project/Seminar/GD/ Role-plays/Quiz / Presentation 5 Marks
3. Attendance for Clean and Green Programme 5 Marks
4. Testing of Subject knowledge through Mid-term Exams 20+15 Marks

Total for 2 Mid Exams 50

CIA carried out in our college keeping in mind the words of Plutarch -"The Correct analogy for the mind is not a vessel that needs filling, but wood that needs igniting".

As we were in aided college during (20-21)that time we followed the guidelines of AKNU. We have to implement CIA from 2022-23 onwards as now we are in Govt. Service.

| File Description | Documents |
|--------------------------------------|---------------------------|
| Upload relevant supporting documents | View File |
| Link for Additional information | Nil |

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

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 | View File |
| Any additional information | No File Uploaded |

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

13

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | No File Uploaded |
| 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)

0

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

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

0

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

0

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

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

The intuition follows the curriculum of Adikavi Nannaya University and hence offers a paper on Human Values & Professional Ethics and Environmental Education as a part of Life Skill Courses to the students of all streams. Apart from that socially relevant issues relating to Gender, Environment, Sustainability, Human Values & Professional Ethics have been integrated into the larger framework of the syllabus through a series of programs that are designed to keep these crucial discourses in the framework of holistic development of the students.

The Eco Club of the college has been pursuing its good work of spreading awareness among the staff, students, and larger community about threats to the environment and the need to promote sustainability through its activities like rainwater harvesting, recycling of used bathing water for the groundwater recharging and other activities include the conduct of Rallies, Guest Lectures on Environment Protection, three plantations and distribution of cloth bags, maintenance of drinking water vessels for birds and animals, etc. Through participation in various activities organized by this club, young students of the college have become Eco Crusaders.

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

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

4

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

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

102

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

1.4 - Feedback System

| | |
|--|---|
| 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni | C. Any 2 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) | No File Uploaded |
| 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 | Nil |
| TEACHING-LEARNING AND EVALUATION | |
| 2.1 - Student Enrollment and Profile | |
| 2.1.1 - Enrolment Number Number of students admitted during the year | |
| 2.1.1.1 - Number of sanctioned seats during the year | |
| 510 | |
| File Description | Documents |
| Any additional information | No File Uploaded |
| Institutional data in prescribed format | View File |
| 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats) | |

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

251

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

2.2 - Catering to Student Diversity

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

In every class, students are divided into various groups depending on their level of understanding, interactions with teachers, background knowledge on a particular topic, classroom observation, interpretation by students after taking a class on a specific topic, question-answer session, periodic assessment, etc. The institution also organizes remedial classes for slow learners to encourage them to learn the subject matter. Advanced learners are encouraged to help the slow learners by discussing a specific topic among themselves. After each assessment, answers to all the questions are discussed with each student to enable them to understand their mistakes and weaknesses.

.Advanced learners are encouraged to study more from different books to gain concrete knowledge on a specific topic. Toppers from each department in the University examinations are awarded Cash prizes and Certificates. College also gives awards as Best Outgoing students for good academic performance, good attendance, etc.

Career-related coaching classes are organized for advanced learners to support them to secure good scores in competitive examinations. Students are encouraged to participate in conferences, symposiums, seminars, and workshops to gain knowledge.

| 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 |
|--------------------|--------------------|
| 971 | 51 |

| 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

These include:-

1. Organizing local-level field visits for students for making them familiar with the local current issues. To further sensitize the students, about the local socio-economic conditions with a motive to establish a social connection and to provide support to the particular group of people, who are in need of it. In this kind of field visit, special emphasis was given to making them aware of healthy diet and hygiene, by preparing and providing a specific diet chart for a particular family and further inquiring about malnutrition and obesity.

2. Institute frequently organizes various student activities for promoting the spirit of teamwork and goodwill. The institution also conducts activities such as NSS camps, institutional social responsibility through clubs, Village Adoption, Tree plantation, Swatch Bharat, and Health awareness camps to help the students to learn the art of living in a team for Social and community welfare.

3. Project work is organized to make our students aware of the experiments and research in brief.

4. The case study method is also adopted and used during the teaching-learning process in order to develop the problem-solving

ability among the students

| 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

Implementation of ICT and LMS in teaching learning ICT enables the use of innovative educational resources for establishing an active collaboration of students during the pandemic period. The use of ICT and LMS has contributed greatly to the educational sector of our society. The introduction of online classes PowerPoint presentations and online courses has changed the way a person looks at education not only has education now become much more accessible in the comfort of your house. It has also been made affordable for all. Online Learning has been designed to make the learner feel comfortable learning at their own pace. PowerPoint presentations have proven to provide students with essential synopsis that can be useful for reference and note-making. online classes through Zoom, Google meet and Teach mint have solved the problems of social distance among people while making sure that they are getting a quality education in the comfort of their house

In normal classroom teaching, teachers use power-point presentations whenever needed in their teaching by using LCDs and projectors. Through the virtual mode, our college also organizes webinars, special lectures, expert talks, etc. For the overall development of our students, different departments also take initiative to organize-online quiz competitions through google forms, debates, paper presentations, etc with the help of various Information Communication Tools

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | Nil |

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

36

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

8

| 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 | No File Uploaded |

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

06

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

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

2.4.3.1 - Total experience of full-time teachers

08

| 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.

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

The schedule for internal assessment is communicated by the Principal and Heads of the department to the Students as per the proceedings received from the University.

Unit tests/Presentations/ Assignments are conducted by all teachers as per the Activity-Plan. The College has an examination committee that monitors and coordinates the internal and external examination activities. Sessional Examination (tentative) is mentioned in the Academic Calendar and the actual schedule is displayed on the notice board well in advance.

Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visits / Field Work, Seminar presentations, etc. The internal assessment system helps the

teachers to evaluate the students more appropriately and based on the result of the assessment, personal guidance is given to the needy students after their assessment.

| 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

1. At the beginning of the semester, faculty members inform the students about the various components of the assessment process during the semester.
2. The internal assessment test schedules are prepared and communicated to the students well in advance.
3. Evaluation is done by the course handling faculty members within three days from the date of examination.
4. The corrected answer scripts are verified by HOD to ensure the standard evaluation process.
5. Noting the values in observation and validating the theoretical aspects student must submit lab records regularly.
6. The day-to-day performance of the students is assessed for every experiment which includes regularity, performance, viva, and promptness in submitting the record.
7. For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record. The independent learning, practical approach to the real-time applications are tested by viva voce for laboratory courses

| 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.

The Following mechanisms followed by the institution to communicate the learning outcomes to the teachers and students are:

Teachers and students are aware of the Course outcome (CO) and programme outcome (PO) and regular awareness programmes are conducted in each and every department. Before the start of a new course, each semester faculty member explains course outcomes and programme outcomes to the students in each and every class and regular feedback from students is also taken on Course Outcome and Programme Outcomes through programme and course exit surveys. Students do include Vision, Mission, COs and POs in their laboratory files and the same is also included in the faculty course files also. The institute has well defined Appraisal System (Report) wherein each and every faculty member has to make a course file based on Outcome-based education that includes evaluation of CO and PO and due weightage given in the appraisal system. Thereby each and every faculty member is aware of Course Outcome and Programme outcome, the evaluation and assessment of every student is assessed with respect to the course outcome and programme outcome.

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | View File |
| 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.

All the departments prepare a detailed activity plan (in line with to Academic calendar and individual teaching plan) for all the papers of each semester at the beginning of each academic session.

The Academic Plan contains information such as the topic & date of the Class Test, Assignment, Presentation, Case-Study, etc. with a motive to provide advance intimation to the students to prepare the subject content as well as to keep track of the syllabus covered by the teachers. Teachers are organizing

field/industrial visits for the students to give them practical exposure.

Time-to-time special classes for slow learners. Knowledge, Application of Concepts, and Problem Solving Activities are used to check whether the student is able to recall and implement what they have learned as well as their intellectual skills. Department-wise teachers closely monitor students' attitudes, values, interests, ideas, etc. so that these elements can be nurtured for the betterment of a student. During the Mentor-Mentee Session teacher describe what standards are expected from students and what are the probable milestones he/She can probably achieve.

| 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

193

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

2.7 - Student Satisfaction Survey

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

<https://www.skrqdcwrjy.ac.in/academics/#1660043465232-e7afd25c-a97a>

| 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) | |
| nil | |
| 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 | |
| 00 | |
| 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 | |
| 05 | |

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | View File |
| 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

01

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

3.2.2 - 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

01

| 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

Extension activities are carried out in the neighbourhood community, sensitizing students to social issues, for their

holistic development, and the impact thereof during the year

1. On 17th April 2020 we conducted digital awareness on Earth Day on the college campus where more than 25 NCC Volunteers participated.

2. On 16/05/2021 digital Awareness Quiz on Covid 19 was conducted by NCC- 90 persons (students, staff and family members) Participated.

3. On 21/06/2021 "International Yoga Day" we conducted the "Yoga at home Programme" where many staff members and volunteers participated from their respective home

4. On 07/08/2020 we conducted the "International Day against Drug Abuse and Illicit Trafficking programme" on the college campus where 25 NSS volunteers participated.

5. On 15th August 2020 NSS UCC Unit conducted two programmes, Flag Hosting Programme in the college and Participated in the Independence Day Parade at AdiKavi Nannaya University.

6. An AIDS awareness Rally was organized on 1st December 2020

7. Hand Sanitizer was made in the College Chemistry Lab as per WHO Guidelines and it was given to the Staff of our college.

8. Essential Supplies and dry rations were arranged and distributed to all the stranded students and families of Casual Workers on 28/01/2021.

9. Distributed ID Cards to Voters on 28/01/2021.

10. Participated in food distribution at Government Hospital on 30/03/2021.

11. Conducted Road Safety programme by the Hindi department on 28/02/2021.

| 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

21

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

795

| 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

01

| 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 | View File |

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

06

| 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.

learning. viz., classrooms, laboratories, computing equipment, etc. The Institution has an adequate number of classrooms & Laboratories.

The College has its own Auditorium to facilitate and host seminars and other conferences.

The college has an LCD projector installed in the seminar hall for the purpose of special lectures. Computer lab facilities are available in the college with internet facilities. Students and staff can access and download their topics of interest. The college has created adequate infrastructure facilities like science labs, seminar hall, and auditorium.

With the increase in strength, as per requirement, the institution approaches the University Grants Commission (UGC) for approval of additional funds. Additional funds.

at times are also obtained from other sources such as RUSA Fund Ministry of Human Resource and Development, the Govt. of Andhra Pradesh.

The college library is fairly equipped with a good number of books, journals, and magazines. The science lab has the necessary science apparatus for experimentation.

The College is also equipped with the latest equipment like Computer technology, Projectors, etc for enhanced learning.

The College has also created its own Medicinal Garden where endemic and rare plant species are planted and maintained.

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

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

Our college education experience offers the student, not only academic but also sports and cultural activities such as Foundation Day & Freshers Day, Birth Anniversary celebrations of Kandukuri Rajalakshmi, Annual Day, Sports Day, Independence Day, Republic day, Teachers day, International Women's Day and College Hostel Day. Our college students from the various departments enthusiastically participated in events like Drama, Theme Dance, Solo Dance, Rangoli, and singing competitions. Our college has provided ample space for conducting cultural activities. so that they gain confidence to participate in the district or state-level events.

There are grounds earmarked for outdoor games such as Football, Volleyball, Throw ball, kho-kho, and Badminton. Interested students are trained regularly.

The College has a Hostel facility with 55 rooms accommodating 265 students.

| 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.

01

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

05

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

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

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

0

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

4.2 - Library as a Learning Resource

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

Library automation is under process

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

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

E. None of the above

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

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

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

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

50

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

4.3 - IT Infrastructure

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

The college is well aware of the technology that places a pivotal role in updating knowledge and skill and is facilitated with IT provision which is updated periodically. Seminar Hall and Auditorium are facilitated with WIFI. The library is facilitated by a computer and WIFI facility for updating books and journals.

The college is well-equipped with CC Cameras. During 2020-21, upgraded internet connection from 150 Mbps to 1000 Mbps with Airtelfiber net in order to have full convergence at the college.

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

4.3.2 - Number of Computers

98

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

0

| 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.

The management represented by the Secretary, Principal, and college officers looks after the maintenance of buildings, classrooms, and laboratories. The HODs of the department are informed about the major annual maintenance work of the principal ahead of time. Through the submission of requirements, the principal in consultation with the Management plans and executes the work in a time-bound manner. Regular maintenance and repairs, renovation of buildings, maintenance of campus, and allocation of resources are the responsibility of the Management and college administration. The Secretary of the college periodically meets the principal and gets records of other minor requirements and enables to get them fulfilled. The principal oversees the day-to-day maintenance of the campus, cleanliness, and orderliness of classrooms, staff rooms, auditorium, laboratories, and seminar hall. Maintenance of generators and CCTV cameras is properly done by the allotted non-teaching staff under the supervision of the Office in charge. The college library is directly managed by the librarian who is in charge of the library. The upgrading of computers and maintenance are done by technicians. The Physical Education dept has Cricket, Badminton, Basketball, Volleyball, Chess and Carom facilities. The Physical Director takes care of all the physical education classes.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

702

| 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

12

| 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

B. 3 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

00

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

00

| 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

E. None of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

09

| 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

25

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

00

| 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.**

00

| 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)

The Students Union ensures an active participation in the general activities of the college. The Union consists of President, Vice-president, Secretary, Joint-Secretary I&II, P.G, Cultural and Sports Secretary from Intermediate, UG, and P.G programmes. The Student Advisory Committee of the college conducts student union elections for nominating Students union representatives. In the current academic year due to Covid-19 they are elected unanimously. The Students union address student related grievances to ensure smooth administration and for maintaining academic discipline. The Union participates actively in organizing

College foundation day, Freshers welcome, Smt. Kandukuri Rajya lakshmi amma birthday celebrations, Christmas day, Sankranthi sambaralu, Sports day and College day. This year conventional programmes are not conducted due to Pandemic Covid-19. The students actively participate in the following forums through out the year: Science association, Literary association, Games association, Cultural association, Eco club, Chemistry club to plan and execute several programmes related to their respective fields. Apart from these forums students are involved in various Committees such as NSS, NCC, Youth Red cross, Red ribbon. The students actively participate in various extension activities, awareness campaigns and academic programmes like seminars, group discussions with the guidance of lecturers. They also participate in various national, state, regional competitions and achieve award of excellence in such competitions bringing glory for the college.

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

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

00

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

SKR College for Women Alumni Association, Rajahmundry is a registered body under the AP Societies Act, with the Regd. No. 366/2014, under the guidance of a Chartered Accountant. It started the journey during the Silver Jubilee Celebrations in the year 1993. In the Pandemic year 2020-21 the members of the Alumni Association joined hands to sponsor masks, sanitizers to the teaching and non-teaching staff of the college. The Alumni association contributed funds for the construction of open air auditorium floor, installation of 06 Solar lights (18W) and 3 embroidery machines. Mid-day meals are provided for the benefit of the student community in collaboration with ISCON, this programme was not possible due to COVID-19.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

C. 3 Lakhs - 4Lakhs

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

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 empower women through holistic education and function effectively as competent, socially committed and compassionate individuals.

MISSION

The mission of the college is to achieve high academic and ethical standards with scientific aptitude and social

consciousness through value based quality education.

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

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

Management plays a vital role in decentralization and participative functioning of the College which may reflect in the following.

The college Management along with the Principal and IQAC discusses and approves important administrative issues such as budget, admissions, results, etc., Staff Council also review the activities, and necessary suggestions are made by them and Major decisions are taken unanimously.

Administrative powers and responsibilities are delegated to teachers on the basis of their competence, commitment, and aptitude to meet institutional objectives.

The institution's democratic principles of decentralization and participative management are also reflected through the involvement of staff members and students in various committees and cells to carry out different activities.

Periodic meetings are arranged for proper coordination and sharing of information.

IQAC looks after smooth functioning and quality enhancement of the college. Students as well as members of non-teaching staff are members of IQAC, all Cells and associations have further delegated the responsibility of planning and execution of activities, overseen and guided by teachers.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

An amicable environment is considered for quality enhancement and improved teaching and learning. Regular staff meetings are conducted in the department, lesson plans are prepared to adopt best teaching practices. Teachers are asked to submit these documents to the higher authorities to ensure that they cover the syllabus on time.

A blended method of teaching was adopted to impart qualitative education using ICT classrooms and online platforms of technology. Activities of the college are implemented in a highly decentralized manner through various committees and cells. Regular meetings have been held for discussion to improve plans in a participative manner. Representation from various departments and bodies is ensured while developing the policies and their implementation

1) CURRICULUM DEVELOPMENT 2) TEACHING AND LEARNING 3) EXAMINATION AND EVALUATION 4) LIBRARY, ICT AND PHYSICAL INFRASTRUCTURE 5) HUMAN RESOURCE MANAGEMENT 6) ADMISSION OF STUDENTS

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

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

The college is governed by the Progressive Education Society and permanently affiliated with Adikavi Nanayya university, Rajahmundry.

The IQAC is considered the think tank of the college. It comprises the Principal, Co-Ordinator, teachers, members of the management, and other stakeholders like student representatives, Alumni, parent representatives, and representatives from industry, education, and corporate sectors. All academic, curricular, extra-curricular, extension, and developmental

activities come under the purview of the IQAC. As an Advisory body, the IQAC helps to initiate student and staff exchange programs and assists in their empowerment. The college IQAC has been playing a significant role in mentoring different colleges with whom MOU has been signed.

The details are as follows: The college has an MoU with Vasista Pesticides, Avidi, Kothapeta Mandal, Usha Kiran nursery, Godavari Fashion technology Sri Geetham ATC for JNNYC, for training and extending academic cooperation.

Academic Administration The Principal is assisted by the Heads of the departments and faculty members. For official matters, the Principal is assisted by the office superintendent, clerks, and support staff. At the department level, the organization includes Heads of departments, faculty members, and non-teaching staff. The Librarian is the head of the Library and is assisted by the Assistant Librarian, Library clerks, and library attendants.

| File Description | Documents |
|---|------------------|
| Paste link for additional information | Nil |
| Link to Organogram of the Institution webpage | Nil |
| Upload any additional information | No File Uploaded |

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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The College engages in a variety of welfare programs for both teaching and non-teaching staff.

Faculty members are entitled to all statutory leaves, as well as 'On Duty Leaves' for attending the Orientation and Refresher Courses.

Faculty members are encouraged to participate in seminars and conferences at various levels by the College.

The college encourages teaching faculties to submit proposals for Major and Minor Research Projects. we are going to plan for effective welfare measures for teaching and non-teaching staff in next coming years. Festival advance is provided to the nonteaching staff .

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

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

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

0

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

0

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

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**As per the latest guidelines provided by the UGC and the**

Government of Andhra Pradesh, the performance appraisal of the staff is carried out annually under the auspices of the Internal Quality Assurance Cell headed by the principal.

The Annual Performance (API) Score/Annual Self Appraisal Report (ASAR) of the teaching staff, obtained will be submitted to the CCE and the scores are subsequently published in the CCE website. The Academic Audit Team of the CCE, AP, visits the colleges annually and analyses the performance of teachers and submits comprehensive reports to the Principal of the institution for further necessary action. Though there is no formal mechanism for Performance Appraisal System for non-teaching staff, their overall performance is evaluated by the principal and confidential reports are submitted to RJDCE.

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

6.4 - Financial Management and Resource Mobilization

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

The institution conducts internal and external financial audits every year. Every year the management conducts financial audits in the month of April. An internal audit is conducted by reputed chartered accountants' firms at regular intervals. A statutory audit is conducted by the higher education department periodically by the joint directorate of collegiate education and the auditor of the Govt of India. Internal Audits for the college NSS, NCC, and UGC accounts are audited by the senior faculty of the college.

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

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

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

Planning to collect funds from Individuals and Philanthropists in future

| 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 major sources of institutional funding are from UGC, Government of Andhra Pradesh through the Commissionerate of Collegiate Education, Rashtriya Uchatar Siksha Abhiyan (RUSA). The institution sends proposals to the University Grants Commission (UGC) for additional grants under various schemes, RUSA for the development of infrastructure and equipment. After receiving the grants, principal being the disbursing officer meticulously follows established procedures involving Finance Committee, the Purchase Committee, RUSA Committee and the College Office before it is finally disbursed to the concerned person or the respective department(s).

The institution utilizes its resources for construction and upgrading infrastructure depending upon the academic requirements. The college incurs expenditure on addition and upgradation of capital assets like computers, ICT enabled teaching aids, laboratory equipment and apparatus, as such other assets. The balance sheet of the college gives idea about the expenditure incurred on purchases. Office obtains "Utilization Certificates" for the expenses incurred. In order to ensure transparency in utilization of the financial resources of the college, the accounts of the college are being audited regularly and the same are submitted for verification to the teams from RJDCE and Auditor general of A.P during their visit for inspection to the college.

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

6.5 - Internal Quality Assurance System

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

At the beginning of every academic year IQAC frames an action plan and ensures its proper implementation for overall development of the students. Quality assurance strategies and best practices to be institutionalized are discussed in the IQAC meetings and decisions taken are communicated to the staff by the Principal.

Students' Orientation Programme: At the beginning of every academic session, Students' Orientation Programme is held for freshers. Students are given information about examination system, internal marks, Program outcomes, various Cells, library, NCC, NSS, sports etc. This is followed by a tour to different departments.

Feedback The IQAC strives to institutionalize and sustain quality in all activities of the institution, including teaching, learning, research and extension. The students are the main stakeholders of an educational system.

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

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

The College has undergone the 1st and 2nd cycles of accreditation in 2007 and 2017. Review of the various processes has been based

mainly on their Peer Team Reports. Review by the internal academic audit team.

1. Departmental reviews involving students and teachers.

2. IQAC and Staff Council meetings.

3. District level monitoring through District Resource Centre (DRC).

4. Peer review by the academic advisors of CCE, A.P during academic audit.

5. Assessment of Annual Performance Indicators (API) of individual teachers, by CCE, A.P.

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

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

C. Any 2 of the above

| File Description | Documents |
|--|---------------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | 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**

The institute organizes regular gender equity promotion and sensitization programs for students and faculty members. Guest speakers from prominent field are invited to speak on the given topic which highlights the importance and contribution of women in the society. Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. The gender equity promotion programs organized by the institution are : Cultural diversity is fundamental to humans. The Women Development Cell organizes events and sensitization programs throughout the year. Events are spread throughout the year and planned well in advance. Special days such as Women's day are celebrated in spirit. The Gender Sensitization Action Plan is designed to conduct awareness programs and sessions for students and faculty members.

| File Description | Documents |
|--|-----------|
| Annual gender sensitization action plan | Nil |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | Nil |

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

C. Any 2 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The College considers sustainability promotion as an essential component of education apart from the basic teaching and learning. Waste management is one of the prime concerns of the institution. This institution has a permanent mechanism for eliminating or minimizing the wastage on the campus, power, paper and water. However, where wastage is inevitable and unavoidable, it is managed quite effectively. It is either deposited safely or recycled successfully for the benefit of nature and community. Mainly, the institution practices three types of waste management.

Solid Waste Management: The main Solid wastes on the campus include waste paper and disposables. Students are created awareness about this through orientation classes. Measures are being taken for safe disposal in a planned manner by separating into biodegradable and non-degradable materials. The biodegradable waste is shifted to the Vermi-Compost unit maintained by the Departments of Zoology and Botany.

Liquid Waste Management: Liquid and semi-liquid wastes are safely channeled into municipal drainage adjacent to the college. The liquid chemical waste coming out of the laboratories is neutralized and disposed safely into the pits digged behind the laboratories.

E-Waste Management - memory chips, motherboard, compact discs, cartridges etc generated by electronic equipments such as Computers, TV, Phones, Printers and Photocopy machines are recycled properly. Instead of buying a new machine buyback option is taken for technology upgradation.

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

7.1.4 - Water conservation facilities available

C. Any 2 of the above

**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**

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

7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

| File Description | Documents |
|--|------------------|
| Geo tagged photos / videos of the facilities | No File Uploaded |
| Any other relevant documents | No File Uploaded |

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

7.1.6.1 - The institutional environment and 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

E. None of the above

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

| | |
|--|-----------------------|
| <p>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</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p> | C. Any 2 of the above |
|--|-----------------------|

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

| |
|--|
| <p>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).</p> <p>Institution organises many diversified programmes like voters Pledge on voters day, to develop feelings of dedication devotion and extend their services there by transforming them as responsible citizen rendering services towards nation. Cultural committee organises competitions and encourages students to</p> |
|--|

participate on cultural competitions held in college, district and state level to promote cultural harmony and derive cultural spirit there by imbibing spiritual value make them understand and recognise cultural diversity.

Accordingly our institution has been providing opportunities to grow and develop for both students and staff. . To bring harmony among people, all the national festivals like Republic day, Independence Day are celebrated with lot of fervour and patriotism & enthusiasm.. On the same lines Ambedkar Jayanthi, Gandhi Jayanthi are celebrated with great zeal. The contribution of these great leaders in propagating tolerance and harmony in the people is highlighted by focusing on the principles and ideologies preached by them .in addition to that guest lecturers are arranged by experts to address the problems created by cultural, regional, linguistic, communal, socio-economic and other diversities In this connection language related programmes like matrubasha dinostavam. All languages have their own merits hence language related programmes like matrubasha dinostavam and birth anniversaries of famous writers who served for the development of different languages in multilingual nation are organised. Further, special programmes have been initiated to sensitize students on gender equality by celebrating women's day on 8th march.

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

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

The purpose of learning is to impart education not merely for the learning of certain selected subjects but also for the development of the intellect and mind. The ultimate aim should be to improve simultaneously the standard of life and standard of living of an individual.

The aim of consumer rights day is to enlighten everyone about the rights of consumers to protect themselves from unethical transactions. To uphold the value that humanity is the first, God is next, staff and students are encouraged to donate blood for

life saving purpose. Our prime minister's prestigious Swatch Bharat program is implemented in our college in true spirit as Cleanliness is first, Godliness is next. To create awareness the NSS volunteers along with the program officer visited the nearby villages. To educate the students about communicable diseases like AIDS, Covid 19 etc. through awareness programs, rallies, literary competitions etc.

Finally to enable citizens to imbibe and practice citizenship values. The citizens must cherish and follow the noble ideals which inspired the national struggle for freedom. To promote the spirit of patriotism and to uphold the unity of India. Several efforts have been made to generate awareness of the importance of discharging fundamental duties by celebrating Republic day, Independence day, National Voters day, World Human Rights day. National festivals are celebrated in our institution.

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

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

C. Any 2 of the above

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

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

The college organizes national festivals viz., Republic day, Independence day and birth anniversaries of the national leaders, social reformers and eminent personalities to inculcate moral values and promote national integration. Independence Day and Republic Day are celebrated as National festivals of India. Celebration of Independence Day starts with hoisting of the flag by the Principal of the college followed by well-practiced march past by NCC cadets. Patriotic songs praising the greatness of the country as well as sacrifices by national leaders who laid down their lives in achieving independence. The students are given opportunity to deliver speech highlighting the development of post independent India. Republic day is also celebrated in a grand manner. The students are getting motivation through the celebrations of national festivals.

Birth anniversaries of renowned personalities like Mahatma Gandhi, Dr. S. Radha Krishnan, Dr. B.R. Ambedkar, Dr. A.P.J. Abdul Kalam and the Iron of India, Sardar Vallabai Patel are celebrated to pay tribute with lot of spirit among the students. Contributions of these great leaders are commemorated. In connection with these celebrations, Elocution and essay writing competitions are conducted.

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

7.2 - Best Practices

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

Practice: The Joy of Giving'

Objective of the Practice: To support our fellow beings in dire need.

To make one understand ' the joy of giving'

The Practice: Charity begins at home- The Faculty of our college has come forward voluntarily to support the non-teaching staff, which is at doldrums during the Covid- 19 Pandemic by providing rice, groceries and other needy things. Sanitizers and masks are distributed to both teaching and non-teaching staff. College has strictly observed the saying- "Service to Humanity is Service to God" and created a secured feeling in an uncertain environment. The volunteers of our college served food packets to the front-line warriors in the Government Hospital. As a part of this programe, 700 food packets were distributed everyday for a month without any interruption. Some of the volunteers got affected in doing this service but they continued their service with the same spirit.

Obstacles faced if any and strategy adopted to overcome them: Fortunately no obstacles are found Impact of the Practice Maintenance of the family became better Got the feeling that humanity is still there in the world Healthy atmosphere was created.

Resources required: Kind Hearts with Pure thoughts.

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

7.3 - Institutional Distinctiveness

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

Preparation of Jeevamrutham:

To sensitize the young girls towards expansion and concern for the preservation of our heritage and culture and conservation of environment is the special attribute of our institution We know the present miserable state of our Mother Earth who has been exploited by the careless actions of the mankind The problem of soil contamination has been overlooked with modernization. The increasing soil contamination is a threat to the nature and sustainable development So there has been an urgent need to put an end to this serious problem.

Our institution has taken measures to create awareness among the students about the ways to reduce soil contamination. One such is organic farming with the help of a cold drink for plants known as Jeevamrutham, used as a manure for plants. It is the best organic fertilizer to increase the count of microorganisms which nourish the soil and help plants to absorb nutrients in the soil faster and boost plant growth and production. This idea has been pragmatic and low cost as it is made up of natural ingredients like cow dung, cow urine, jaggery, besan It is accessible to everyone. The staff's encouragement to promote jeevamrutham has had a lasting impact on the students to make use of what's available in the best way.

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

7.3.2 - Plan of action for the next academic year

1. To install a public announcement system in the college campus for convenience of administration.
2. Planning to improve more MOUs as per NAAC guidelines.
3. Planed to encourage the departments to involve in Field Trips and projects
4. Organizing webinars and e-conferences, carry out extension activities for blood donation through Staff, NSS and partnering NGOs.
5. Planed to improve the inner strength of the students through motivational speeches

NAAC