

Annual Quality Assurance Report (AQAR)

for the
Academic Year
2017-18



by

IQAC

GOVT. DEGREE COLLEGE


RAJAMPETA


KADAPA Dist.

Andhra Pradesh





NAAC ACKNOWLEDGEMENT


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 **JKC-GDC, RAJAMPETA KDP Dist.,** Jan 12, 2019, 10:17 AM ☆
EC (SC)/05/RAR/097 dated: March-03-2015-GOVT.DEGREE COLLEGE, RAJAMPET, Kadapa Dist- A.P.-India- AQAR OF...

 **CAPU AQAR** 9:33 AM (2 hours ago) ☆ ↶ ⋮
to me ▾
NAAC/AQAR ACK/ FEBRUARY/2019/

Govt. Degree College
Vathalur Road
Rajampeta
Andhra Pradesh

Subject: Acknowledgement of AQAR

We are Acknowledging the receipt of Online Submission of Annual Quality Assurance Report (AQAR) for the Year: 2017-18

For any queries related to AQAR, you may kindly contact E-mail ID (capuaqar@gmail.com).

Wishing you success in your Quality Enhancement Process.

THANKS WITH REGARDS

...

CAPU-AQAR
(CENTRAL APPLICATION PROCESSING UNIT)

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2017-18

1. Details of the Institution

1.1 Name of the Institution

Govt. Degree College

1.2 Address Line 1

Vathalur Road

Address Line 2

-

City/Town

RAJAMPETA

State

ANDHRA PRADESH

Pin Code

516115

Institution e-mail address

rajampeta.jkc@gmail.com

Contact Nos.

9959214574

Name of the Head of the Institution:

Sri B.PRAKASH RAJU

Tel. No. with STD Code:

08565-250655

Mobile:

9959214574

Name of the IQAC Co-ordinator:

N.S.HANUMANTHA RAO

Mobile:

8500319106

IQAC e-mail address:

rajampeta.igac@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

EC (SC)/05/RAR/097 dated: March-03-2015

This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

www.gdcrajampeta.edu.in

Web-link of the AQAR:

[www.gdcrajampeta.edu.in/ AQAC2017-18.doc](http://www.gdcrajampeta.edu.in/AQAC2017-18.doc)

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	-	2007	5 YEARS
2	2 nd Cycle	B	2.49	2015	5 YEARS
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC : DD/MM/YYYY

24/04/2012

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

AQAR __ 2014-15 _____ (27/06/2015)

AQAR __ 2015-16 _____ (28/08/2016)

AQAR __ 2016-17 _____ (28/08/2016)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (PhysEdu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

YOGIVEMANA UNIVERSITY, KADAPA

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

Monitoring of effective implementation of Action Plan. Successfully implemented proposed Activities under IQAC.

- Development of dynamic website www.gdcrajampeta.edu.in
- Conducted orientation/Bridge course programme to first year students.
- In making the campus Wi-fi. Enabled.
- Conducted orientation programme to 2017-18 first year students on CBCS (choice based credit system)
- Implemented successfully Swatcha Bharat programme in the campus.
- Extracurricular activities like Janmabhoomi-Maa vuru, Vanam manam, DRC Activities, National Literacy day are Successfully Conducted.
- Addressed the fresher's of the students by redressal committee.
- Encouraging the teaching and non-teaching staff to import the latest developments, the faculty Development programme.
- In filling the gap between required sanctioned-existing lecturers by recruiting guest faculty.
- Encouraging the students for active performance on co-circular & extracurricular activities in the off campus competitions.
- Effectively conducted the National days.
- Effectively conducted various awareness programmes for students under Women empowerment cell.
- Renovation of seminar hall, arresting water leaks in entire college buildings.
- Effectively implemented the sensitization programmes on MOOCS & TISS certificate courses.
- Provided Virtual Class room to the students.
- Skill training under TISS programme and JKC.
- Conducted Blood Donation camp under NSS.
- Conducted ODF awareness programme in the adopted villages.
- Conducted sensitization programme on Employability skills programme with the local coaching centre Rayalaseema Coaching centre, Rajampeta.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

2.15 Plan of Action by IQAC/Outcome		
S.No	Plan of Action	Achievements
1	To conduct Orientation Programme to first year students.	The orientation programme was conducted to the I year students on 31.07.2017
4	To encourage the staff to start more certificate courses.	The following Certificate Courses are introduced and implemented successfully during the academic year 2015-2016, 2016-17 the same is continued in this 2017-18 academic year.
		(i) Communication Skills by English Department
		(ii) Certificate Course in Soft Skills by JKC
		(iii) Certificate Course in Employability Skills by TISS
		(vi) Encouraged the students to register for free online certificate Courses(MOOCs) (v) Our faculty members are acted as BOS members For Govt.College for Men Kadapa. (vi) Our college faculty member Sri ILN Chandra Sekhar Rao give a live telecast programme in the MANA TV in History Subject and also given so many lectures on personality development to bring the confidence in the students under Collegiate Education,A.P. Department. These Programmes also available to the students in Youtube.
5	2 internals in each Semester for all 3 years in CBCS to analyse the students' academic standards and to give required suggestions.	Conducted as per the schedule.
6	To assign study projects to bright students from each subject.	Total number of study projects assigned in the college is --- 50
		Students successfully completed.
7	To continue remedial coaching to academically backward students.	Remedial Coaching is conducted by all departments to the academically backward students in afternoon session from 2.00pm to 4.00pm

8	To conduct student seminars, quiz, Assignments and other curricular and co-curricular activities	The curricular and co-curricular activities by all departments
		No. of student seminars conducted: 521
		No. of Quiz programmes: 32
		No. of Assignments: 828
		No. of Group Discussions: 25
	No. of elocutions : 06	
9	To conduct Blood Donation Camp by Students and Staff.	Blood Donation Camp by students & Staff on conducted on : 23.03.2018
		No.of units Donated:32
10	To encourage the students to participate in extracurricular activities.	Students are actively participated in Essay writing, elocution, singing competition, dance completion, rangoli competition etc conducted at various occasions like, Academic Festival, Rangoli Competitions, AIDS day etc.,
11	To conduct extracurricular activities and important days	Women equality day, consumers day, Telugu bhasha dinotsavam, Hindi Divas,NSS day,Freshers Day,International Literacy Day, National education day, AIDs day, Yuvajanostavalu, National Youth Day,Human rights day, Mathematics day and Science day,Internation Womens Day are celebrated in the college.
12	To arrange field trips to students	Zoology, Botany , Physics, Chemistry, Computer Science, Commerce and Arts departments arranged the Field Trips
13	To take the students' feedback on lecturers for every month online	Students' feedback on lecturers has been taking on every month and analysed.
14	To conduct activity day (Every 4 th Saturday), Motor Vehicle Free Day in the college	Activity day (Every 4 th Saturday), Motor Vehicle Free Day have been implementing successfully.
15	To calculate the API score of faculty	The API score was calculated as per norms given by CCE
16	To establish digital Class Room in the college	Full pledged digital class room was established in the college
17	To conduct Career Counselling Classes to the Students	Through Career Counselling cell of the class the students are encourage through Career counselling classes especially for appearing competitive examinations and also for the improvement of self confidence in facing the global challenges.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body
Provide the details of the action taken

Discussed in staff council and modifications are incorporated in the report.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	---	----	---	---
PG	---	---	---	---
UG	8	2	5	1
PG Diploma	---	---	---	---
Advanced Diploma	---	---	---	----
Diploma	---	---	---	----
Certificate	01	01	---	01
Others	---	---	---	---
Total	9	3	5	2
Interdisciplinary	---	---	---	---
Innovative	---	---	---	---

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

History		History of Modern Andhra
Political Science		Concepts & Theories of Public Administration
Economics		Public Finance & International Economics
B.Com (General)	Principles of Marketing	Rural Marketing
B.Com(Computer Applications)	Accounting Software Applications	Computer Applications in Banking
Mathematics		Analytical Skills
Physics		Modern Physics
Chemistry		Chemistry and Industry
Computer Science		GUI Programming
Botany		Physiology, Tissue Culture, Biotechnology, Horticulture & Seed Technology
Zoology		Applied Zoology

(ii) Pattern of programmes: CBCS and Year pattern (Last Batch)

Pattern	Number of programmes
Semester	8
Trimester	---
Annual	---

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes , Syllabus and pattern of Examination is changed to First year UG students in 2016-17 & 2017-18

Salient features

- ❖ In view of the comprehensive revisions made by Andhra Pradesh State council for higher education (APSCHE) after considering the representations from students, staff unions, individual undergraduate teachers, UGC model and the affiliating university e has incorporated those changes in its curriculum for 2015-16 and revised in 2016-17 and 2017-18 admitted batches in the interest of student's. The pattern and the Syllabus prescribed by the affiliating University were as it is implemented.
- ❖ One of the main reforms kept in view in introducing CBCS is to enhance higher order skills, such as analytical skills, problem solving, reviewing and judging, and creativity in undergraduate students. Thus the syllabus designed is in accordance to the 'teaching hours'.
- ❖ Typical English and Second language components are restricted to first three semesters. Related Foundation Courses occupy their place in the fourth semester. Some of them will be taught by English Mathematics and Second Language teachers, so that their workload doesn't get reduced.
- ❖ The quantum of total marks, total teaching hours and total credits can differ from semester to semester and course to course as the evaluation is through CGPA method.
- ❖ There is no formal internal examinations (Mid Sem) for foundation courses and the practical component of domain courses.
- ❖ In case of others, in respect of formal internal examinations (Mid Sem) the marks split between Formal Test and Co-curricular activities is 75:25.
- ❖ For Science Domain Subjects which had no lab practical component earlier (eg. Mathematics) there is no practical component in the new model also.
- ❖ In every course, the 7th (Elective) and 8th A,B&C (Cluster) papers of each of the domain specific subjects that fall in semesters VI may be an Elective. More than one Elective may be offered giving choice to students. The Electives may be of Domain (applied/specialization) or Inter-disciplinary in VI Semester. Whereas the Elective of VI Semester may be Domain (applied/specialization) or Inter-disciplinary or General in nature.
- ❖ The Total Credits for a BA/B.Com course will be 150 and for B.Sc. Course, 158.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
15	15	--	---	----

2.2 No. of permanent faculty with Ph.D.

4

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
2	2	0	0	0	0	0	0	8	8

2.4 No. of Guest and Visiting faculty and Temporary faculty

6 0 6

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	12	20
Presented papers	0	5	0
Resource Persons	0	0	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- ❖ ICT based teaching learning activity is inculcated among the staff
- ❖ Full pledged digital class room was established

2.7 Total No. of actual teaching days during this academic year

202

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation Photocopy, Online Multiple Choice Questions)

Bar Coding

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

3(bos) 0 0

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc	45	60	60	4.4	0	95.56
B.Com	84	8.3	8.3	34.5	4.76	84.52
B.A	26	19.23	19.23	36.77	19.23	96.15

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes: res

- ❖ Suggestions are being given by committee for Teaching & Learning Process improvement, Implemented immediately.
- ❖ Frequently IQAC met and discussed about the coverage of syllabus, activities Conducted

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	2
UGC – Faculty Improvement Programme	0
HRD programmes	18
Orientation programmes	1
Faculty exchange programme	01
Staff training conducted by the university	1
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	0
Others	1

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	7	1	1	0
Technical Staff	3	1	2	1

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

<p>IQAC plays a proactive role in the college to promote Research culture.</p> <ul style="list-style-type: none"> • Faculty are encouraged to publish their research articles. • IQAC disseminates information about opportunities for research under FIP, attending NET/JRF /SLET, Major projects/ minor projects . • Tapping of funds for conduction of International, National and state level seminars/workshops/ conferences, symposia, etc • Faculty eligible are encouraged to apply for research projects and guide ships. • Encouraging the students to do study projects. • Plans are evolved for Establishment of Research centers. • Department are provided with internet connectivity to promote research activities. • Encourage the staff and students to present papers in National/International seminars.
--

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	0	0	02
Outlay in Rs. Lakhs	0	0	0	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	0	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	---	---	---	---
Minor Projects	---	---	---	---
Interdisciplinary Projects	---	---	---	---
Industry sponsored	---	---	---	---
Projects sponsored by the University/ College	---	---	---	---
Students research projects (other than compulsory by the University)	---	---	---	---
Any other(Specify)	---	---	---	---
Total:	---	---	---	---

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	0	0	0	0	0

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs

From Funding agency : UGC

From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	---
	Granted	---
International	Applied	---
	Granted	---
Commercialized	Applied	---
	Granted	---

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
---	----	----	--	---	--	---

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- ❖ Blood Donation Camp by students & Staff on conducted on : 23/03/2018.
No. of units Donated: **30**
- ❖ W.E.C members and 3 selected students attended and participated in National Women Parliament at Amaravathi.
- ❖ The following days are successfully completed in the campus:
Women equality day, consumers' day, Telugu bhasha dinotsavam, Hindi Divas, NSS day, Fresher's Day, International Literacy Day, National education day, AIDs day, Yuvajanostavalu, National Youth Day, Human rights day, Mathematics day and National Science day, Internation Womens Day are celebrated in the college.

NSS Activities 2017-18

- ❖ In the month of July NSS Volunteers participated in Swatch Bharat activities such as campus cleaning, removal of unwanted plants and planted new trees.
- ❖ In the month of October: On 2nd celebrated on the eve of Gandhi Jayanthi.
- ❖ 31st, " EKTHA DIVAS" was celebrated on the eve of Sardar Vallabahi Patel's Jayanthi.
- ❖ In the month of January: On 25th "National Voters Day" was observed and a grand rally was conducted from College to Old Bus stand. It was inaugurated by Sri.V.Veera Bramham, Sub-Collector, Rajampeta.
- ❖ On 26th, Republic Day was celebrated.
- ❖ NSS P.O's conducted ODF Awareness rally and distributed pamphlets in the adopted villony, such as NTR Colony, Saraswathipuram.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area in Sq.mts.	16996	0	0	16996
Class rooms	22	0	0	22
Laboratories	9	1	ADDL.SPL. FEE FUNDS	10
Seminar Halls	1	0	0	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	0	3	RUSA	0
Value of the equipment purchased during the year (Rs. in Lakhs)	0	0	5200000	5200000
Others	0	0	0	0

4.2 Computerization of administration and library

<ul style="list-style-type: none"> ❖ Library was partially computerized with SOUL 2.0 Software of INFLIB NET, Ahmadabad. ❖ Fully automated admission process ❖ Online scholarship process ❖ Biometric attendance. ❖ dynamic website www.gcriy.ac.in

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6820	522846.00	552	138000	7372	522846.00
Reference Books	2842	164280.00	0	0	2842	270780/-
e-Books	0	0	0	0	0	0
Journals	6	0	0	0	0	0
e-Journals	Subscriber of INFLIBNET – N-LIST Programme					
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Others (specify)	0	0	0	0	0	0

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	60	3	10 Mbps NME Scheme	Nil	18	3	15	3
Added	0	0	0	0	0	0	0	0
Total	60	3	---	0	18	3	15	3

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- ❖ Conducted awareness programmes on MOOCs
- ❖ Digital literacy program-Training on Internet browsing to staff and students
- ❖ Special training to non computer students on basics of Computers
- ❖ Training Programme conducted on office automation & to the Non – teaching Staff and attended for training on E-office to Non-teaching Staff by NIC,Kadapa

4.6 Amount spent on maintenance in lakhs :

i) ICT	41
ii) Campus Infrastructure and facilities	125
iii) Equipments	9.95 LAKHS RUSA
iv) Others	0.5
Total:	180.95

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ❖ Orientation Programme conducted to I year students at the beginning of the year for making awareness on the facilities available in the college.
- ❖ IQAC also periodically communicates to activities of the Student Support Services to the higher authorities periodically.
- ❖ Organization in the Principal’s report read during events such as College Annual Day Report, Independence Day and Republic Day addresses.
- ❖ Bridge Courses are conducting for non commerce students, non computer students and to fill gap between the students in fundamentals.

- ❖ Conducts Special Session for all I year students to sensitize about Student Support Services
- ❖ Addresses students during Fresher’s Day on various Student Support Services available in College
- ❖ Publicizes information about student support services in the Prospectus
- ❖ Various events and competitions such as Quiz, Elocutions, Debates, Seminars, cultural Events, Sudoku, etc. are conducted among various student support wings to promote healthy competition
- ❖ Student Support Services are pressed into service based on the need of the occasion and the outcome is brought out through daily newspapers.

5.2 Efforts made by the institution for tracking the progression

- ❖ The IQAC records and files every activity with necessary evidence.
- ❖ IQAC conducts periodic Review Sessions with the Committees of various Student Support Services to direct and track their progression
- ❖ It is made mandatory that a brief report with photographs on various Activities conducted by Student support service wings besubmitted to IQAC

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
705	---	---	---

(b) No. of students outside the state

(c) No. of international students

	No	%		No	%
Men	553	78.4	Women	152	21.5

Number of students going to Post Graduation	- 24
Number of students joined in B.Ed.	- 04
Number of students joined in jobs	- 4
Number of students self employed	- 12

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenge d	Total
125	303	29	286	38	782	128	289	20	244	24	705

Demand ratio 1:1 Dropout % 6.1

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- ❖ The College has a tie up with Tata Institute of Social Sciences (TISS) to provide employable skills in 6 major areas such as entrepreneurial skills, digital literacy, Communication Skills etc.
- ❖ Guest Lectures are delivered by subject experts and Directors of Competitive Colleges to motivate and clarify their doubts in subjects.
- ❖ The Career Guidance Cell not only guides students on opportunities for career improvement but also provides books and material for competitive examinations
- ❖ JKC provides training to all students on Communication Skills, Soft skills, Reasoning, GK and arithmetic and interview skills apart from providing conducting Campus Recruitment Drives.
- ❖ Special Training Programs in Employment Skills are offered by

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counseling and career guidance

- Students are counseled on personality development, career guidance and academic matters.
- ❖ Career guidance is given by JKC and career guidance cell.
 - ❖ Career carpet on line magazine provides monthly career opportunities on college website.
 - ❖ Workshops/seminar/ guest lectures are organized by departments to enhance awareness on Career opportunities.
 - ❖ Student counseling is made periodically by proctors, Women Empowerment Cell, Discipline Committee, Anti-ragging committee. Also Stress management sessions by experts are organized. Students are counseled on maintenance of hygiene and health care.
 - ❖ Students are counseled on competitive examinations through various organizations.

No. of students benefitted

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
0	0	0	15

5.8 Details of gender sensitization programmes

<p>WEC organized programmes in this connection .</p> <ul style="list-style-type: none"> ❖ Yoga Day:Sri ILN CHANDRA SEKHARA RAO Vice Principal of the college inaugurated Yoga day celebrations. ❖ World Literacy Day:Sri B.Prakash Raju,Principal of the college lightened the programme , W.E.C collaborated with NSS & NCC and conducted the programme. ❖ Rangavalli competition for girl students was conducted on 10.01.18 at Arts college gate, as a part of Janmabhoomi programme by A.P. Government. ❖ W.E.C members and 3 selected students attended and participated in National Women Parliament at Amaravathi.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level	<input type="text" value="4"/>	National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>
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No. of students participated in cultural events

State/ University level	<input type="text" value="4"/>	National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>
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5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level	<input type="text" value="1"/>	National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>
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Cultural: State/ University level	<input type="text" value="0"/>	National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>
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5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	0	0
Financial support from government	443	834427
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11 Student organized / initiatives

Fairs : State/ University level tional level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Grievance	Redressal
Virtual Learning Facilities	5 Digital Classrooms are set up to facilitate multimedia learning
Congested Accommodation	5 New Class Rooms are constructed with toilet unde RUSA avoiding the clubbing of Classes.
Leaky Buildings	RUSA Funds being utilized to renovate the entire ceiling
Security to Girl Students and properties	Frequent visits and surveillance by faculty members and the PD to guard the properties and to restrict outside elements enter the college
Additional Toilets	Underway with RUSA Funds

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

To make higher education accessible to poor and down trodden/under privileged sections of the society.

Provide a quality higher education to the students by self and external evaluation, promotion and nourishment initiatives.

To become multi-disciplined and learner oriented college

To create supporting and caring environment for staff and students.

Mission

To impart high standard education with the affordable fee structure

Providing life skills and personality development

6.2 Does the Institution has a management Information System

Yes

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- ❖ All the faculty members are in touch with BOS of the affiliated university to know recent developments in the curriculum for time to time.
- ❖ From academic year 2014-15 onwards the college adopted UGC suggested CBCS curriculum. The college adopted APSCHE suggested CBCS curriculum from 2015-16 onwards for U.G.Courses. Necessary inclusions to send to the affiliated Yogi Vemana University and to APSCHE suggested CBCS curriculum are identified and suggested to inclusion in the curriculum.
- ❖ Focusing on the local industrial need and feasibility three restructured courses are initiated from academic year 2017-18 namely B.Sc., B.A. & B.Com. With actuarial sciences, econometrics and banking and financial services respectively.
- ❖ ICT based curriculum is being developed in addition to university curriculum.

6.3.2 Teaching and Learning

- ❖ The college serves and caters to the diverse needs of students with varying backgrounds and abilities by conducting bridge classes, remedial coaching for slow learners and study projects, skill training, coaching for competitive examination for advanced learners.
- ❖ Seminars, Conferences & workshops are organised in the college to engage students in higher order thinking.
- ❖ One class room in each sections i.e., Arts ,commerce and Science are digitally developed to enhance teaching – learning. It is planned to extend this facility to more number of classes to cater to large student strength of the college.
- ❖ Faculty are trained on MOOCS , orientation and refresher courses, FIP are offered to update knowledge
- ❖ Guest lectures, extension activities, experiments, study projects, role-plays etc are organized.

6.3.3 Examination and Evaluation

Examination: The college introduced Semester system from 2015-16 as per the affiliated University norms. The Syllabus for each semester and the examination pattern are setup by the Board of Studies constituted by the affiliating University for each subject.

Evaluation: No. of Semesters – 6

(from 2015-16 admitted batch the evaluation process is as follows:

1. External Exams-----75 marks
2. Internal Exams----- 25 marks

(In internal Theory	10 marks,
Attendance	5 marks,
Assignment	5 marks,
Seminar	5 marks
TOTAL:	25 Marks
practicals	
Experiment	35 Marks
Record	10 Marks
viva	5 Marks
TOTAL:	50 Marks

3. In every semester, two internal assessment tests, each for 25 marks, shall be conducted. Best of two of these two tests shall be added to the marks scored in External evaluation.
4. There is no minimum marks for internal assessment test
5. 35 % is the minimum pass marks in internal and external together and must gain 35% in external exams.

6.3.4 Research and Development

- Assigning study projects to students
- The staff members are presenting papers in National Seminars.
- Staff Members are doing local needy study projects.
- Staff members are pursuing Ph.D.(part time) in different universities.
- Encouraging the other staff members to apply for Ph.D. programme.
- Encouraging the other staff members to apply for main research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Purchased latest books and journals.
- Every department has INTER NET facility and LCDs are used by all staff.
- There is a Gymnasium in the college for staff and students.
- Labs are improved with latest equipment's.
- INTER NET facilities are provided through NME scheme by NHRD programme.
- WiFi campus with 10 MBPS speed

6.3.6 Human Resource Management

- Staff members are sent to Refresher Courses, Orientation Courses and other training programmes conducted by CCE and ASCs of universities.
- Principal and Staff discussed thoroughly before taking a decision.
- Various Committees formed under the president ship of Principal for effective running of the institution.
- Students are encouraged to join in RRC, NSS, Eco Club and Consumer club.

6.3.7 Faculty and Staff recruitment

- Faculty recruitment is done by the Government of Andhra Pradesh through A.P.P.S.C / Departmental Promotion Committee
- Contract lecturers(temporary staff) are appointed by Regional Joint Director of Collegiate Education.
- For self-finance courses guest faculty are recruited by CPDC. Selected the candidates who have minimum 55% in the concerned subjects .Faculty is recruited by constituting a college level selection committee and by way of Demo, Interview and Feedback from students

6.3.8 Industry Interaction / Collaboration

- Interaction with local LIC and Banks by commerce department.
- Extension lectures are arranged by inviting the employees of Banks and LIC.
- Extension lectures are arranged by inviting the eminent personalities, experts, faculty members, Professors from Universities and research institutes.

6.3.9 Admission of Students

- Creating awareness to students in neighbouring junior college students about the facilities available in this college.
- Admission notification and prospectus are kept in Website. Publicity through college website, pamphlets, banners and local news papers
- Following rules of reservations of Govt. and according to their merit in the qualifying examination, in the process of admission.

6.4 Welfare schemes for

Teaching	LTC, House Building Allowance, Motor Vehicle Advance, Medical Reimbursement, Physically Challenged Allowance, Readers Allowance and Health Cards
Non teaching	Festival Advance & all schemes to teaching staff.
Students	Scholarships, buspasses, endowment prizes, cash prizes by sponsored members, scribe facility during examinations for needy people, medical camp and antiragging activities.

Not applicable

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done **Yes** **No**

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCE	Yes	PRINCIPAL & IQAC
Administrative	Yes	AG,A.P.HYD & RJDCE/CCE	Yes	PRINCIPAL

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes **Yes** **No**

For PG Programmes **Yes** **No**

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Examination pattern is changed by the YOGI VEMANA UNIVERSITY from 2015-2016.

For I,II & III year students CBCS system is followed under which students are assessed with four semester in each semester a student will be assessed with two internal exams for 25 marks(average of two internals are considered) and 75 marks for external assessment in every subject. A student must get 9 marks out of 25 and 21 marks out of 75to pass in that subject.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NOT APPLICABLE

6.11 Activities and support from the Alumni Association

- Endowment Prizes, sponsoring prizes to merit students.
- Giving feedback about the institution and faculty.
- Involved in academic planning and development.
- Career guidance and Counselling is done by the working alumni
- Financial support in the infrastructural development of campus
- Financial support to the poor students.

6.12 Activities and support from the Parent – Teacher Association

- Financial &Administrative Assistance
- Feedback about the students behaviour
- Attending parent teacher meeting regularly.

6.13 Development programmes for support staff

1. Training was given to non-teaching staff on utilization of Internet, Computers by Computer Science Department
2. Training was giving to non-teaching staff on account services by Commerce Department.
3. Provided Internet and LAN facility to office.
4. Training is provided to supporting staff by all Science departments about the new instruments operation and maintenance.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Planting Trees
- Last Saturday of every month treated as a Vehicle Free Day and vehicles strictly not allowed on the day
- Every day is treated as Plastic Free Day and usage of plastic material is prohibited within the campus
- Cleaning campus weekly by NSS & Eco club members.
- Green Audit is done annually

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- A Certificate courses introduced by Commissioner of Collegiate Education, A.P. Hyderabad named as TISS to train up the students on employability Skills with the collaboration with Tata Institute of Social Sciences.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

S.No	Plan of Action	Action Taken Report
1	To conduct Orientation Programme to first year students.	The orientation programme was conducted to the I year students on 31.07.2017
4	To encourage the staff to start more certificate courses.	The following Certificate Courses are introduced and implemented successfully during the academic year 2015-2016, 2016-17 the same is continued in this 2017-18 academic year.
		(i) Communication Skills by English Department
		(ii) Certificate Course in Soft Skills by JKC
		(iii) Certificate Course in Employability Skills by TISS
		(vi) Encouraged the students to register for free online certificate Courses(MOOCs) (v) Our faculty members are acted as BOS members For Govt.College for Men Kadapa. (vi) Our college faculty member Sri ILN Chandra Sekhar Rao give a live telecast programme in the MANA TV in History Subject and also given so many lectures on personality development to bring the confidence in the students under Collegiate Education, A.P. Department. These Programmes also available to the students in Youtube.
5	2 internals in each Semester for all 3 years in CBCS to analyse the students' academic standards and to give required suggestions.	Conducted as per the schedule.
6	To assign study projects to bright	Total number of study projects assigned in the college is ---50

	students from each subject.	Students successfully completed.
7	To continue remedial coaching to academically backward students.	Remedial Coaching is conducted by all departments to the academically backward students in afternoon session from 2.00pm to 4.00pm
8	To conduct student seminars, quiz, Assignments and other curricular and co-curricular activities	The curricular and co-curricular activities by all departments
		No. of student seminars conducted: 521
		No. of Quiz programmes: 32
		No. of Assignments: 828
		No. of Group Discussions: 25
	No. of elocutions : 06	
9	To conduct Blood Donation Camp by Students and Staff.	Blood Donation Camp by students & Staff on conducted on : 23.03.2018
		No.of units Donated:32
10	To encourage the students to participate in extracurricular activities.	Students are actively participated in Essay writing, elocution, singing competition, dance completion, rangoli competition etc conducted at various occasions like, Academic Festival, Rangoli Competitions, AIDS day etc.,
11	To conduct extracurricular activities and important days	Women equality day, consumers day, Telugu bhasha dinotsavam, Hindi Divas,NSS day,Freshers Day,International Literacy Day, National education day, AIDs day, Yuvajanostavalu, National Youth Day,Human rights day, Mathematics day and Science day,Internation Womens Day are celebrated in the college.
12	To arrange field trips to students	Zoology, Botany , Physics, Chemistry, Computer Science, Commerce and Arts departments arranged the Field Trips
13	To take the students' feedback on lecturers for every month online	Students' feedback on lecturers has been taking on every month and analysed.
14	To conduct activity day (Every 4 th Saturday), Motor Vehicle Free Day in the college	Activity day (Every 4 th Saturday), Motor Vehicle Free Day have been implementing successfully.
15	To calculate the API score of faculty	The API score was calculated as per norms given by CCE
16	To establish digital Class Room in the college	Full pledged digital class room was established in the college

17	To conduct Career Counselling Classes to the Students	Through Career Counselling cell of the class the students are encourage through Career counselling classes especially for appearing competitive examinations and also for the improvement of self confidence in facing the global challenges.
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7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

Blood Donation Camp
Remedial Coaching to backlog students
Swachha Bharat/Seva Programme
Vehicle Free Day on Last Satur day of every month

***Provide the details in annexure (annexure need to be numbered as i, ii,iii)**

7.4 Contribution to environmental awareness / protection

- Jagadeesh Chandra Bose botanical gardens in the college is maintaining by the Botany Department with the help of College NSS unit.
- Environmental Studies is a part of curriculum for I& III year students.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOT ANALYSIS:

Strengths:

Only Government Degree College in the Rajampeta Revenue division area.
Fully equipped with infracture and Play ground for all round development of the students.
Well qualified teaching staff with 5PhDs; 6 M. Phil's; 4 NET/SLET qualified and 5 with Masters Degree in Teaching.
Low Fee Structure when compared with private degree colleges.
Good pass percentage more than the average pass percercentage of the affiliated university i.e., YOGI VEMANA UNIVERSITY, KADAPA

Opportunities:

Jawahar Knowledge Centre and Career Counselling centres and TISS which were established will attract more students for getting employable skills.
Proper publicity about the college at the time of admissions will boost up the intake.

Weakness:

Students of this college are first generation learners. Parent support to the college is minimal to take remedial measures.
Students are from poor financial background and not able to purchase text books even, hence the college has to provide all the needs to students. No proper transportation facility to students.

Challenges:

Unhealthy competition from private colleges.

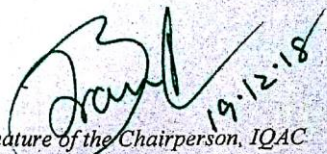
8. Plans of the Institution for the next year:

8.Plans of institution for next year

IQAC ACTION PLAN FOR THE ACADEMIC YEAR 2018-2019

- ❖ Encouraging the Online certificate courses i.e. MOOCS through Swayam Prabha.
- ❖ To conduct Blood Donation Camps through NSS & NCC in collaboration with Govt. bodies, NGO organizations, charitable trusts & Red Cross society etc.
- ❖ To take feedback from students, parents and stake holders on every month through college website (online).
- ❖ To encourage the staff apply for Minor Research Projects, National Seminars and workshops to the funding agency.
- ❖ To conduct 2 internal exams and 1 prefinal examination for each semester
Pattern to semester pattern students to analyze the students' academic standards and to give required suggestions.
- ❖ Encourage the students to participate in the employability skills arranged programmes in the campus.
- ❖ Sending proposals to UGC & RUSA for getting additional infra-structure grants to develop the college infra structure and equipment.
- ❖ Measures to be taken to restart the PG Courses in the campus.
- ❖ To conduct Bridge course programme to first year students.
- ❖ To encourage the students to participate in more number of extracurricular activities.
- ❖ To continue remedial coaching to academically backward students.
- ❖ As per CBCS Syllabus conduct student seminars in each semester and analyze the same and award the marks for internal marks entries.
- ❖ To purchase latest books and equipment as per new syllabus
- ❖ To observe important days and to celebrate them.
- ❖ To arrange fieldtrips to students to the historical places and research centers etc.
- ❖ To conduct Alumni meeting and parents meeting.
- ❖ To collect API from teaching staffs upload the same in the CCE Website for CAS purpose.
- ❖ To encourage the staff to participate in MANA TV programmes.
- ❖ Starting Certificate courses at least one.
- ❖ To assign study projects/appretiship to the students in the VI semester in industries.


Co-Ordinator
Signature of the IQAC Coordinator
Name: Sri. N. S. Hanumantha Rao
Rajampet


Signature of the Chairperson, IQAC
Name: Sri. B. Prakash Rai
Principal
Govt. Degree College
RAJAMPETA, Y.S.B. (D.M.)
