



Yearly Status Report - 2015-2016

Part A

Data of the Institution

1. Name of the Institution	GOVERNMENT DEGREE COLLEGE, SRUNGAVARAPU KOTA
Name of the head of the Institution	Dr.T.S. Ramanujam
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08966266046
Mobile no.	7893236363
Registered Email	skota.jkc@gmail.com
Alternate Email	drtsramanujam@gmail.com
Address	Near Punyagiri Village, Srungavarapu Kota, Vizianagaram District
City/Town	Srungavarapu Kota
State/UT	Andhra Pradesh
Pincode	535145

2. Institutional Status																									
Affiliated / Constituent			Affiliated																						
Type of Institution			Co-education																						
Location			Rural																						
Financial Status			state																						
Name of the IQAC co-ordinator/Director			M. Govinda Rao																						
Phone no/Alternate Phone no.			08966266046																						
Mobile no.			9866045419																						
Registered Email			skota.jkc@gmail.com																						
Alternate Email			govindamrao@gmail.com																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			http://gdcskota.ac.in/page.php?type=iqa&id=aqar																						
4. Whether Academic Calendar prepared during the year			Yes																						
if yes,whether it is uploaded in the institutional website: Weblink :			http://gdcskota.ac.in/page.php?type=academics&id=academic-calender																						
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.03</td> <td>2007</td> <td>10-Feb-2007</td> <td>09-Feb-2012</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.18</td> <td>2014</td> <td>24-Sep-2014</td> <td>23-Sep-2019</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.03	2007	10-Feb-2007	09-Feb-2012	2	B	2.18	2014	24-Sep-2014	23-Sep-2019
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				Period From	Period To																				
1	B	2.03	2007	10-Feb-2007	09-Feb-2012																				
2	B	2.18	2014	24-Sep-2014	23-Sep-2019																				
6. Date of Establishment of IQAC			10-Jul-2007																						
7. Internal Quality Assurance System																									
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td colspan="3"> </td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries														
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IQAC		
Conduct of Remedial Classes	18-Jun-2015 200	65
Organizing Seminars and Field Trips	18-Jun-2015 40	85
Swatch Campus	16-Jun-2015 7	121
Yoga Practice	21-Jun-2015 4	85
Skill Development Initiative	15-Jul-2015 7	95
Plantation Program - Vanam - Manam	25-Jul-2015 6	95
Women's Equality Day	26-Aug-2015 3	55
Library User Orientation	30-Jul-2015 6	50
Fresher's day	04-Sep-2015 2	110
Literacy awareness in three adopted villages	08-Sep-2015 3	95
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
IQAC	Financial Assistance for IQAC	UGC	2014 365	60000
Remedial Coaching for SC/ST/OBC	Coaching Scheme and Equal Opportunity	UGC	2012 365	30000
Coaching Classes for entry into Services	Coaching Scheme and Equal Opportunity	UGC	2012 365	30000
UGC Committee	GDA in XII Plan	UGC	2012 365	151733
UGC Committee	GIA	UGC	2012 365	37933
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	8
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	Yes
If yes, mention the amount	300000
Year	2015

12. Significant contributions made by IQAC during the current year(maximum five bullets)

As a matter of social responsibility and developing awareness among the rural people in our area, our IQAC organized various activities which include: 1) As the college is located at a popular pilgrim place called Punyagiri Temple, our NSS and NCC Volunteers helped the pilgrims along with local Police Department in Bandobust duties whenever needed 2) We have adopted three nearby villages (Punyagiri Village, Burma Colony and Prakasam Market) and our NSS Unit visited them to know their needs and thereby submitted representations to the local Panchayat and Revenue Offices on behalf of them and got them resolved. 3) We conducted many rallies to inculcate awareness among the local people of whom majority were poor and illiterate.

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
The IQAC and CPDC committees have identified the future requirements of the institution and made a detailed report, based on which the institution has made a Detailed Project Report and submitted to RUSA and later secured a fund of Rupees Two Crores under component 7 of RUSA.	The DPR was approved by RUSA and sanctioned financial assistance of Rs.Two Crores.
Academic and Extra-curricular activities are planned	Successfully organized the activities as per the plan
View File	

14. Whether AQAR was placed before statutory body ?	Yes				
<table> <tr> <td>Name of Statutory Body</td><td>Meeting Date</td></tr> <tr> <td>Staff Council</td><td>28-Jul-2016</td></tr> </table>		Name of Statutory Body	Meeting Date	Staff Council	28-Jul-2016
Name of Statutory Body	Meeting Date				
Staff Council	28-Jul-2016				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	18-Mar-2016				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2016				
Date of Submission	22-Jan-2016				
17. Does the Institution have Management Information System ?	No				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

As our institution is affiliated to Andhra University, Visakhapatnam, the curricular plan designed by the University and placed in its official website is followed by our institution. Our IQAC also prepare an action plan for additional inputs and extra-curricular activities which is prepared in the beginning of the academic year which is scrupulously followed by all departments. We are also governed by AP State Government through our Commissionerate of Collegiate Education Andhra Pradesh and implement the guidelines from time to time. Our authorities regularly conduct Academic Audit every year to inspect the quality aspects followed by the institutions and assess the standard of the institution. The senior academic advisors deputed by APCCE verify everything and offer valuable suggestions which enable the institutions to improve their functionality thereby securing a better rank in the next NAAC assessment.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Employability Skills Training		01/07/2015	60	Employability	Soft Skills and Analytical Skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	General	01/07/2016
BA	History, Economics, Political Science	01/07/2016
BSc	Mathematics, Physics, Chemistry	01/07/2016

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	60	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The feedback system invariably help the teachers to know their lapses, if any, and thereby improving their teaching skills. They also could analyze the percentage of slow, medium and fast learners to have a better vision of their classrooms. They could also identify the topics in which many students face a difficulty so that they can explore and invent better teaching techniques in

those particular topics to make the learning process simpler. The students also express their true opinions on the institution and teachers because the feedback system is anonymous. The Administration, in turn, could focus on the things on priority basis and could make the campus environment student-friendly and supportive. As per the feedback analysis, the IQAC headed by the chairman advise the staff members to improve their performance for the next year by undergoing training programs.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	History, Economics and Political Science	60	32	29
BCom	General	60	37	31
BSc	Mathematics, Physics and Chemistry	40	38	34
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2015	212	0	10	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
10	4	3	1	0	3
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, the student mentoring system is available in the institution. There are 9 classes in the institutions and one teacher per class acts as the Class Councillor and he/she takes the responsibility for students attendance, supervision of collection of admission and examination fees, supervision of assignment works in all subjects, personal grievances, medical and health monitoring, participation in extra-curricular activities etc. for his/her concerned class students during that academic year.

Number of students enrolled in the	Number of fulltime teachers	Mentor : Mentee Ratio
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institution		
212	10	1:21

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
11	10	1	0	2

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The internal examinations are being conducted in a systematic and authentic manner by the central examination cell of the college as per the time line given by the Andhra University and the internal marks are uploaded in the University website by the examination cell within the stipulated time. The examination reforms are prescribed and governed by the University. The IQAC reviews the internal evaluation process continuously and gives suggestions regarding the identification of slow-learners through counseling and consequently conducting remedial classes.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic Calendar is prepared by Andhra University well in advance before the academic year and scrupulously followed by our institution. The dates of fee collection, conduct of internal, practical and theory examination for every semester are strictly adhered to the Academic Calendar of the university. The changes made by the University, if any, are also followed as per the instructions.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.gdcskota.ac.in>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BSc	BSc	Mathematics, Physics, Chemistry	18	9	50
BCom	BCom	General	25	20	80
BA	BA	History, Economics and Political Science	24	22	92
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://gdcskota.ac.in/block.php?type=feedback&id=8>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	UGC	3	1.5
Minor Projects	730	UGC	1.55	0.75
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	2	10	20
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
EXTENSION ACTIVITIES	NSS, NCC, YRC	10	150

[View File](#)

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swatch Bharat, AIDS awareness	NSS and NCC	Swatch Campus, AIDS awareness rally, Voter awareness rally	10	150
View File				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
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1	1
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4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Fully	2.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5584	600000	0	0	5584	600000
Reference Books	2216	400000	0	0	2216	400000
e-Journals	150	0	0	0	150	0
Library Automation	0	0	1	50000	1	50000
Digital Database	0	0	1	10000	1	10000
CD & Video	0	0	30	6000	30	6000
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	45	15	0	0	0	0	0	0	30
Added	1	0	0	0	0	1	0	0	0
Total	46	15	0	0	0	1	0	0	30

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
No Data Entered/Not Applicable !!!			

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The procedures and policies for maintaining and utilizing these support facilities are as per the rules and guidelines framed by the State Government of Andhra Pradesh and Commissionerate of Collegiate Education AP. Some of the important guidelines and notices are displayed in the college office notice boards.
http://gdcskota.ac.in/page.php?type=about&id=profile-of-the-college

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
English Language Lab	01/07/2015	30	JKC
Soft Skills Development	01/09/2015	30	JKC
Bridge Course	01/07/2015	65	All Departments
Personal Counselling	10/11/2015	167	All Departments
Remedial Coaching	05/12/2015	45	IQAC with All Departments
Disaster Management Training	02/02/2016	50	NCC and NSS Units
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited	Number of benefited	Number of students who	Number of students placed
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		students for competitive examination	students by career counseling activities	have passed in the comp. exam	
2015	English Communication Skills Training	60	60	20	9
2015	Soft Skills and Job Skills Training	60	60	20	9
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	2	B.Com	Commerce	Andhra University	M.Com
2016	2	BSc	Chemistry	Andhra University	MSc
2015	4	BA	Economics	Andhra University	MA
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		

No file uploaded.

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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No Data Entered/Not Applicable !!!

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The CPDC (college planning and development council) , Discipline Committee, Anti - Ragging Cell, NSS Unit, NCC Unit, Women Empowerment Cell, Grievance and Redressal Cell, Eco-Club, Youth Red Cross and other committees of the college consists a good number of students in their composition. The students are allowed to freely express their concerns and opinions in all the academic and administrative events. The welcome and farewell functions, Teachers day, annual day celebrations are entirely organized by student committees under the positive supervision of the Principal and Faculty.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

20

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The entire administration is decentralized in terms of endorsement of activities to various committees formed by the faculty and students. Some of the committees are Admission Committee, Examination Committee, CPDC, UGC Committee, IQAC Committee, Women Empowerment Cell Steering Committee, Grievances and Redressal Cell Committee, Youth Red Cross Committee, Anti-Ragging Cell Committee etc. All these committees will look after that particular tasks in stipulated time and the Conveners of those committees, in turn, submit their reports to the Principal. Based on the reports, at monthly meeting review, resolutions are made accordingly. The IQAC and CPDC committees have identified the future requirements of the institution and made a detailed report, based on which the institution has made a Detailed Project Report and submitted to RUSA and later secured a fund of Rupees Two Crores under component 7 of RUSA.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The faculty visited the nearby villages and feeder colleges, interacted with the aspiring students and their parents, explained the merits of the institution for improving the enrollment. They also made the admission procedure simpler by doing certificate verification and effective counseling at the time of admission.
Curriculum Development	As the institution is an affiliated college to Andhra University, we must follow the curricular plan prescribed by the University. Within the limitations, the faculty are allowed to include some additional inputs to improve the reception of content by the students.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Examination	Both internal and external examinations along with practical examinations are strictly conducted as per the University norms and the marks are posted in the University web portal in the stipulated time.
Administration	The college is governed by State Government of AP and Commissionerate of Collegiate Education AP and the entire communication and correspondence is mostly through e-mails.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development	Title of the administrative training	From date	To Date	Number of participants (Teaching)	Number of participants (non-teaching)
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	programme organised for teaching staff	programme organised for non-teaching staff			staff)	staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Course in Research Methodology	1	03/03/2016	30/03/2016	28
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	10	1	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employee Health Scheme, AP Government Life Insurance, Group Insurance Scheme, General Provident Fund	Employee Health Scheme, AP Government Life Insurance, Group Insurance Scheme, General Provident Fund	BC Welfare, SC Welfare and ST Welfare Scholarships, Reimbursement of Tuition Fee

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution is governed by State Government of Andhra Pradesh and monitored by Commissionerate of Collgiate Education AP. Every year CCEAP conducts Academic and Administrative Audit and inspects every curricular and financial aspect. Also in 2015-16, a depth audit was conducted by our Regional Joint Director of Collegiate Education, Rajahmundry and expressed satisfaction about the governance in all categories.
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCEAP	Yes	IQAC
Administrative	Yes	CCEAP	Yes	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1) Most of the parents of our students belong to poor and illiterate classes and hence they could not offer financial support to the institution. But they actively participated in the PTA meetings and gave valuable suggestions. 2) The PTA discussed the transportation and mid-day meal issues and proposed some resolutions. 3) The parents are advised not to discontinue their childrens education for the sake of temporary daily labor works

6.5.3 – Development programmes for support staff (at least three)

1) The staff members are encouraged to procure higher qualifications. 2) The staff members are encouraged to participate in Office Procedures and Meetings at District Training Centre on On Duty basis 3) The staff members are encouraged to participate in knowledge enhancement programs.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

!) The suggestions given by Peer Team of NAAC Cycle-2 have been discussed in IQAC and CPDC meetings for a timely execution. 2) The deficiencies of the infrastructure have been identified and the institution prepared a DPR and submitted to RUSA for financial assistance under Component 7 (New Constructions and Renovation) 3) The institution prepared an plan of action to improve the enrollment number. and the Principal and faculty have interacted with the heads and prominent persons of nearby villages.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2015	Swatch Campus Initiative	16/06/2015	16/06/2015	20/06/2015	132
2015	Skill Development of Youth	15/07/2015	15/07/2015	18/07/2015	95
2015	Plantation Program	25/07/2015	25/07/2015	30/07/2016	95
2015	Library Orientation Program	30/07/2015	30/07/2015	06/08/2015	50
2015	Literacy Awareness in	08/09/2015	08/09/2015	12/09/2015	95

	three adopted villages				
2015	Industrial visit and Field Trip	19/12/2015	19/12/2015	20/12/2015	65
2016	Disaster Management and Fire Safety Training	15/02/2016	15/02/2016	17/02/2016	80
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Equality Day	26/08/2015	27/08/2015	12	43
International Women's Day	08/03/2016	08/03/2016	12	44

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Scribes for examination	Yes	6

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2015	1	2	11/07/2015	3	Population Control Awareness	Problems of high population, Scarcity for resources, quality of living issues	99

2015	2	2	24/07/2015	3	Swatch Campus	Issues caused by local public and solutions, necessity of cleanliness and personal hygiene	106
2015	3	2	12/08/2015	2	AIDS awareness	Problems in teenagers, emotional balance, blood donation importance, ethical values and morals	97
2015	2	2	08/09/2015	2	Literacy Necessity and importance	benefits of education, better living, employment opportunities	105
2016	2	2	25/01/2016	2	Voters Enrollment	Importance of vote in democracy, political ethics and leadership qualities	89
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Personal Ethics	12/08/2015	15/08/2015	86
Community Health and Personal Hygiene	24/07/2015	29/07/2015	95
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1) The institution conducted Swatch Week four times in a year and made the campus clean and green 2) The institution conducted Mega Plantation program with the collaboration from local Forest Department Officials and planted nearly 200 saplings. 3) The Eco-Club of the institution conducted plastic abuse awareness campaign in the three adopted villages. 4) The Eco-Club visited the nearby tribal village called Punyagiri and advised the villagers not to put fire to the forest land and suggested alternative ways for getting a fertile soil. 5) The NCC and NSS units conducted an awareness campaign named Save Water - Save Life.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1) As a matter of Social Responsibility, the institution has adopted three nearby villages and our students conducted awareness campaigns on the topics such as Importance of Literacy, AIDS, Population Control, Voter Enrollment, Gender Equality, Personal Health and Better Living, Save Water Campaign etc. many times a year and also identified the common problems of the villagers and brought them to the notice of the local Panchayat and Revenue departments and could successfully get resolved some of them. 2) The college is located at the foot of a popular temple called Punyagiri Shiva Temple and our NCC and NSS units jointly offer assistance to the local Police Department by attending Bandobust duties, offering water and food packets to the pilgrims during holy days when the pilgrim turnout is very heavy. The Revenue Department recognized their valuable services and issued certificates to them.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://gdcskota.ac.in/support-service-overview.php?service=12>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college is located in sprawling campus of 15 acres in a lush green, serene and forest like environment and 3 km away from the buzzing town at a hill foot. It makes the teaching - learning process very focused and peaceful. Most of our students hail from remote Tribal Villages and they are very innocent, poor yet honest and most of them are first generation literates in their families. Hence we know their priorities and we prefer to teach them employment opportunities along with the regular curriculum. We also focus on the facilities provided by the Government for their uplift and help them to utilize properly. We also inform them the job opportunities available as per their abilities and interests in right time. This process makes us proud and satisfied.

Provide the weblink of the institution

<http://gdcskota.ac.in/page.php?type=about&id=profile-of-the-college>

8.Future Plans of Actions for Next Academic Year

The IQAC and CPDC jointly convened a meeting with the stake holders and prepared a plan of action for the next academic year. The resolutions are: 1) To increase the infrastructural facilities like additional class rooms, digital class rooms and additional furniture 2) To increase the student enrollment and the number of female students in particular. 3) To request APSRTC to provide transport facility for the students coming from the main town which is nearly 4 km from the

institutuion 4) To apply for the sanction of dedicated hostels for boys and girls separately within the campus. 5) To request the higher authorities to fill the vacant posts in the college. 6) To procure additional equipment for the laboratories and gymnasium. 7) To request the higher authorities for the sanction of a Computer Center with internet connectivity. 8) To conduct Job Drives on the campus and establish MoUs with the neighboring industries for employment. 9) To procure e-books and e- journals for the library and also to establish a special reading room for digital content. 10) To request the higher authorities and charity agencies for providing free mid-day-meal for the students.