Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**TARA GOVERNMENT COLLEGE**
Name of the head of the Institution	**Dr.Chandra Mukherji**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**08455276507**
Mobile no.	**7032960368**
Registered Email	**prl-gdc-srd-ce@telangana.gov.in**
Alternate Email	**tara.sangareddy@gmail.com**
Address	**Prashanth Nagar,Beside BSNL Office, By pass Road, Sangareddy-502001.**
City/Town	**Sangareddy**
State/UT	**Telangana**
Pincode	**502001**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**13-Oct-2015**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Sri.Abhijit Kantankar**
Phone no/Alternate Phone no.	**08455276507**
Mobile no.	**8639392379**
Registered Email	**abhichem2010@gmail.com**
Alternate Email	**tara.sangareddy@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/11274.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/22165.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	**B+**	**75.60**	**2006**	**21-May-2006**	**20-May-2011**
2	**B**	**2.75**	**2013**	**23-Feb-2013**	**20-Mar-2018**

6. Date of Establishment of IQAC

15-Jul-2006

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
External feedback	20-Feb-2019 10	100
e-office training at the regional level	26-Apr-2019 1	82
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8. Provide the list of Special Status conferred 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
Nil	Not Applicable	Not Applicable	2018 0	0
Nil	Not Applicable	Not Applicable	2019 0	0
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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 :	**7**
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?	**No**

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

Orientation of stakeholders to autonomous college Green activities Motivation of staff for Quality achievement Research initiatives Channelizing the achievements of Student Update of e records

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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
Green Audit	Green audit was conducted
NAAC day	Conducted. Motivating all stakeholders towards quality was done
Academic audit	Academic audit was conducted
Update of records	All records were updated
To encourage the students to excel in research	JIGNASA SSP was conducted. college has secured two state level awards in the Jignasa state level students Projects in Computer Science and English
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Academic Council	15-Feb-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**04-Jan-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The institution comes under the Commissionerate of Collegiate Education, Telangana. It opted for CAIMS 1. Student Information Management System (SIMS) Student Information Management system (SIMS) is a system of collecting, storing and processing student data that is used by decision makers. Student information system is generally a computer based method for tracking student activity in conjunction with information technology resources. The Main Features of this application are: ? Creation of College Details ? Posting of Student information ? Generation of various Reports We will provide following table**

structures information in Web API Dataset Format, and excel format or any other format as per vendor requirements of academic colleges and Students data. Admissions: 1) Student Information File No.CCEAC/ICT/CIMS/1/2018ACADEMIC CELL 2) Acknowledgement of Documents Received Reports: 1) Bonafide Certificate 2) Transfer Certificate 3) Admission Register 4) Statistical Reports 2. Accounts Management System (AMS) The Main Features of this application are: ? Creation of Head of Accounts/ Ledger like o Daily Fee Collection (DFC) o Special Fee/ Personal Deposit Account (PD) o Selffinance Course fee o CPDC o DRC o PG Accounts o Scholarship SC/ST/BC/Minority/EBC/PHCs/Others o NSS Account and etc. ? Posting of Receipt and Payment Vouchers ? Generation of various Reports Create User: Admin can create the New Users by giving new User ID, Password and Account ID. After Successful creation of the New User admin can issue the New User ID and Password to particular user, by using these details user can access the application. Change Password: By using this option user can Change the password by user, who was logged in to the application. In which user can reset his/her new password by giving old and new passwords. File No.CCEAC/ICT/CIMS/1/2018ACADEMIC CELL Select Financial Year: By using this option user can Select Financial Year for which particular financial year user is doing transaction like 20102011, 2017 18, 21082019 etc. Update Opening Balances By using this option user can update the opening balances under each account wise based on financial year. Lock Database: By using this option user can lock the database by specifying lock date. After locking the database user cannot perform any transactions on database below specified lock date. Reports: The following reports shall be generated from application ? Cash Book Day wise, Month wise Year Wise ? Receipt Payment ? Cheque Details ? Head wise Payments and Receipt 3. Marks Management System (MMS) Mark management modules make teacher admin staff easier and productive. ? Enter Subject wise marks list ? Download / Print student wise

report card ? On demand report generation 4. Certification Management System (CMS) Certification Management system is a system of generating Certificates like Bona fide, Transfer Certificate and other certificates. Certification File No. CCEAC/ICT/CIMS/1/2018ACADEMIC CELL Management System is generally a computer based method for generating Certificates in conjunction with information technology resources. 5. Academic Audit System (AAS) Academic Audit System is a system for auditing all the records of Government Degree Colleges. All the data are summarized from communication letters from CCETS (references mentioned)

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BA	111,129,156,258,260,352	HEP-129,HPP-156, EPP-111,HPML-258,HTP-260,EPCA-352,B.CoM GEN-401, B.CoM CA-405,B.Sc MPC-441, MPCs-4	24/07/2018
BCom	401, 405	B.CoM GEN-401, B.CoM CA-405	02/08/2018
BSc	441,468,460,578,467,445,457,481	Botany, Zoology, Physics, Chemistry, Electronics, Computer Science, Biotechnology, Microbiology stat	18/09/2018
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BSc	BioTechnology	11/06/2018	Biotechnology -572	11/06/2018
BSc	Microbiology	11/06/2018	B Sc Micro biology 458	11/06/2018
View File				

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	MBC	11/06/2018
BSc	BtBC	11/06/2018
BSc	BtZC	11/06/2018
BA	HPCA	11/06/2018
BA	EPP E/M	11/06/2018
BA	HPP E/M	11/06/2018
BA	HPE E/M	11/06/2018
BA	HPE	11/06/2018
BA	HECA	11/06/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	HECA	11/06/2018
BA	HPE T/M	11/06/2018
BA	HPE E/M	11/06/2018
BA	HPP E/M	11/06/2018
BA	EPP E/M	11/12/2019
BSc	Biotechnology, Botany and Chemistry (BtBC)	11/06/2018
BSc	BtZC (Biotechnology, Zoology and Chemistry))	11/06/2018
BSc	MBC (Microbiology Botany Chemistry))	11/06/2018
BA	HPCA	11/06/2018

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
Mahindra Pride Classroom	07/03/2019	94
	View File	

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	JIgnasa Student study project- English	6
BSc	JIgnasa Student study project Computer Science	6
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.	
Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The college has developed a structured feedback format to obtain from Students, Teachers, Alumni and Parents. This could not be done with employers. But the administration and academic matters will be looked after by the Commissionerate of Collegiate Education, Telangana (CCE TS). For the academic year 2018-19, the CCE has conducted the academic audit with improvised ICT based and individualised evaluation. We consider the report given by the CCE academic audit report committee as the feedback. We need to send the Action Taken Report (ATR) to the CCE within a stipulated time. Regarding the feedback, the IQAC distributes, obtains, sensitises about and analyses the feedback given to various stakeholders. All the questions given have 5 alternative answers – ranging from Strongly agree to strongly disagree. Summary of the questions of Alumni include: If the incumbents relate themselves to the college or not, If the learning in the college has of any use in their career or not How he / she recent academic, Administrative developments If the new courses introduced meet contemporary requirements If the college is involving them in alumni activities If they know their role. If they know their financial commitment to the college If the college is taking any initiative in strengthening the association Summary of the questions of Parents include: ? Their sense of pride as the stakeholder ? Their opinion on the admission process ? Interaction of their wards with teachers ? Their opinion on the discipline imposed on the premises. ? Improvement of skills on their wards ? Accessibility of information ? curriculum of the course is well designed and promotes learning experience of the students. ? Curriculum and its updating ? Functioning of examination system including declaration of results ? Fairness in the conduct of exams ? Cooperation of the college staff extended to them. The above are only examples. All the feedback that are obtained were analysed. The While preparing and furnishing the feedback forms, it was decided that a sample of good percentage of data should be collected. The following parameters were followed. 1. A minimum of ten percent of all respondents were to be covered. 2. All groups must be covered while extracting feedback from the students. 3. If the respondents do not understand any questions, help them in being fair and objective in amswering. 4. The respondents must answer all questions. The analyses are mentioned hereunder: Sample format of analysis of the student feedback The analyses revealed that overall performance of the institution is satisfactory. Areas of improvement as suggested by the stakeholders were also analysed.

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
No Data Entered/Not Applicable !!!				

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
2018	1059	276	48	21	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	Numberof smart classrooms	E-resources and techniques used
48	48	3	5	2	3

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

Students' skills are to be honed, their values nurtured, and their goals are to be attained: all by themselves. To facilitate this, we devised on our own, a tailor-suited and institution-specific mentoring system. The purpose of our mentor mentee system's is to look after the students' growth and strive for their overall development. The process starts with each full-time teacher getting allotted his/her mentee students. Care is taken to allot the students to the mentor to whose class the mentor teaches at least one subject. But this is not mandatory. Each mentor elicits from the mentee some information from a set of predesigned information formats which are provided to the students which they have to fill in and submit at the time of admission. These forms provide background information about the mentees to the mentor. A special session is usually held by the IQAC to facilitate the mentors know Do's and Don'ts while they are mentors. Students will come to know who their mentor is as soon as they join the college. IQAC helps the mentors in anyone needs any information. When students face issues / problems / concerns, they consult teachers. The teachers solve the issue, but ask the students to inform the same matter to their mentors. This will pave way for the students' approach their mentors next time if they have any issue. Mentors know many issues faced by their students. During meetings, mentors bring concerns faced by students into the general staff meetings and staff council meetings. Issues will be sorted out. For instance, health camps were conducted at the college because the staff council realized the health issues faced by students. So, students will know who they should approach in case they face any issue. Though small issues such as students' losing their belongings and finding them with the help of their mentors or gazetted attestations or other similar issues are not documented, some important issues such as great achievements are documented. The institution has devised its own format for mentors. Care has been taken to impart feel-good-factor among students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1059	48	1:23

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
54	36	18	0	10

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
2019	I Sandhya	Lecturer	Sahithi Mitra award
2018	Dr M Manjusri	Assistant Professor	Best teacher award from friends welfare association

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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
BA	156	I , III,V	26/06/2019	07/08/2019
BCom	405 and 401	I,III,V	26/06/2019	07/08/2019
BSc	441,468,460,578,467,445,457,481	I,III,V	26/06/2019	07/08/2019

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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
10	2287	0.43

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)

https://ccets.cgg.gov.in/Uploads/files/buttonDetails/21029.pdf

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
No Data Entered/Not Applicable !!!					

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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)

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CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	NIL	NA	08/05/2019	NA
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3.2 – Resource Mobilization for Research

3.2.1 – 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
Major Projects	0	Not Applicable	0	0
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

3.3.1 – 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
NIL	NA	08/05/2019
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3.3.2 – 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
nil	nil	NA	01/12/2019	NA
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3.3.3 – 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
NIL	NIL	NA	NA	NA	08/05/2019
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
0	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	COMPUTERS	2	4.89

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

Department	Number of Publication
Telugu	3
Political Science	1
Biotechnology	1
Physics	1
Computer Science Applications	1

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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
NIL	Published	0	08/05/2019

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3.4.5 – 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
NIL	NIL	NA	2018	0	NA	0

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3.4.6 – 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
NIL	NIL	NA	2018	0	0	NA

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	6	84	23	20
Presented papers	3	8	1	1
Resource persons	0	0	0	2

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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
NIL	NIL	NIL	0

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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
NIL	NIL	NA	0	0

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3.6 – Extension Activities

3.6.1 – 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
No Data Entered/Not Applicable !!!			

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3.6.2 – 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 !!!			

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3.6.3 – 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 activites	Number of students participated in such activites
Polution Awareness	NCC	Pollution awareness rally (22-11-2018)	1	160
National Unity Day	National Unity	National Unity Day Rally (31-10-2018)	10	150
Swach BharatSwach Bharat	NCC	Swacha kalasala (15-09-2018)	6	160
Swach Bharat	NCC	Swacha Bharat (21-07-2018)	30	130

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3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration

NIL	NIL	NIL	0
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3.7.2 – 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
Academic	Academic Excellence	Department of English, Kakatiya Government College Warangal, TS	23/07/2018	08/05/2019	Students
			View File		

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Ciencia life sciences	02/02/2019	Enhancement of Research and Training initiatives	7
Qstatix Private Limited, Hyderabad,	23/03/2019	Enhancement of Research and Training initiatives	7
Hiremee	06/06/2018	Employment, Skill Development and Exchange of Resources	27
Naandi Mahindra pride	16/11/2018	Employment, Skill Development and Exchange of Resources	92
IIT Spoken Tutorial project	19/02/2019	Employment, Skill Development and Exchange of Resources	0
Career graph	20/02/2019	Employment, Skill Development and Exchange of Resources	0
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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
202	202

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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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 patially)	Version	Year of automation
New Gen Lib	Fully	NGL core engine 3.1.1	2019

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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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
NIL	NIL	NIL	08/05/2019
View File			

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	227	3	1	1	0	1	17	10	0
Added	0	0	2	0	0	0	0	90	0
Total	227	3	3	1	0	1	17	100	0

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

100 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
nil	nil

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 incurredon maintenance of physical facilites
4	23	200	47

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)

Our college firmly believes in the principle that good maintenance keeps equipment in good stead. Optimum utilization of resources is our unwritten goal. Physical facilities: The college has dedicated personnel for upkeep of the classrooms. They keep all the classrooms, laboratories and other parts such as verandas spick and span. ? Encouraging students to adopt to the practices and policies of the college. ? Allowing students to learn and follow do's and don'ts in laboratories. ? Periodical check of classrooms. ? Vigilance on the neatness of washrooms. ? Periodical observation on physical facilities. ? Close observation on feedback. ? Eliciting responses about the upkeep from Class Representatives. ? Annual verification. ? Periodical visit by the Principal. ? The Issue of sports material to students is subject to a few conditions. ? The conditions are informed to students and pasted on the wall of sports room. ? Librarians maintain necessary records of library i.e, Accession Register, Issue and Returns Register, Stock Register, Periodical Register, Newspaper Register, Visitor's Register, Gate Register of users, and Stock Verification Register. ? The Librarian shall adopt the scientific method of ICT based library services of all modules of library operations by automating Library with Integrated Library Management Systems. ? The Librarian conducts Annual Stock Verification of books as per the Norms. At the duration of Annual Stock Verification, all the issued books shall be returned to the library so as to make Annual Stock Verification effectively. ? Regarding the loss and damage of books three times to the cost of the books recovered the responsible users and same to be remitted to the Reading Room account under head of Special Fee Fund A/c of the college. Other policy related material is found in our ISO policy document. The document is available on our college website. ? Computers and their allied equipment are kept in the conditions that keep their lifetime longer. ? Students are sensitized about do's and don'ts regarding usage of computers. ? For purchase of material the college follows the state government and the rules of the CCE.

https://ccets.cgg.gov.in/Uploads/files/buttonDetails/21988.pdf

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
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	RTF and MTF	1692	14207220
b)International	0	0	0
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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 implemetation	Number of students enrolled	Agencies involved
Remedial Coaching	11/03/2019	92	Department of chemistry
Mentoring for Higher education	10/08/2018	14	Department of Chemistry
Bridge	01/07/2018	66	Departments of commerce and Computers
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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 students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	coaching	12	12	0	12
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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
5	5	6

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents 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	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
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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

Any Other	11

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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 !!!		

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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
2018	3	National	3	0	1801605811 1017	Vislavath Sanjeev
2019	1	National	1	0	180160	Murali P

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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 institution believes in participative management. It means that all stakeholders are given equal opportunity to shoulder responsibility. So, students are given opportunity to participate in committees, vent their opinions and concerns and work towards the development of the institution. The below given are a few instances. All BoS have an alumnus member in them. Our IQAC committee has a student member. The student in the academic year was Mr Ch Rakesh B A III. He actively involved in all decisions of the IQAC meetings. He was a unanimously elected member of the IQAC. Presently he is doing MA Political Science at Central University of Kerala (ID No GIR051913). Students also take part as members in three units of our college NSS. The student volunteers are taught leadership skills, ways to elicit cooperation and other soft skills. During the winter / summer camps their learned skills are put to test. They are given opportunity to showcase self – discipline, organization of programmes, rallies etc. Apart from the above student members on committees we also have Student Council. The council look after issues of the stakeholders of the college. The students who are members on committees come to know what transpires in meetings. They also actively take part in decision making process. One immediate impact which we got because of this, is … our students informed our Hon'ble MLA Sri Jaya Prakash Reddy about a few infrastructure related issues that could be addressed. Since the matter was already in his notice, he visited the college and enquired. Our student council members informed him of this. He immediately gave Rs. 1 lakh. The college formed a committee and the issue was solved. The college also has a system called CR system, which means Class Representative system. Each class has at least two representatives, preferably one boy and one girl. They act as ambassadors between students and teachers. They attend meetings with principals and express their grievances, if any, with students. However, the statutory committees do not have student Council members since we follow the composition of these bodies as per the mandate of the University Grants Commission (UGC). In this way the college has been empowering and motivating students to shoulder the responsibility of college academic and administrative issues. Student council and membership in various bodies of administrative and academic units / bodies in one among them.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has a registered Alumni Association with registration number 667 of 2015.The certificate was issued by the Registrar of Societies Medak, Andhra Pradesh (Noe Telangana). The certificate is dated 2 November 2015. There are 7 members on the Association besides the chairperson, Principal of the college. The General Secretary of the Association Sri Venkateshwar Chawan was a retired public servant with lot of enthusiasm to serve. He donated Rs 20,000/- to the department of Commerce in the form of books and has been donating cash prizes to the meritorious students who secure highest marks in specific disciplines. In the academic year 2018-19 the association has given cash prizes to students to the tune of Rs. 25,000/- on the occasion of annual day. The cash prizes were given to 15 UG students and 10 PG students. The Alumni Association has been actively engaging in eliciting feedback also.

5.4.2 – No. of registered Alumni:

516

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

5000

5.4.4 – Meetings/activities organized by Alumni Association :

Giving cash prizes on the eve of Annual day

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)

Dictionary definition confines meaning of the word participative management to: a. Managing the college by involving all employees in decision making. b. Empowering staff to participate in organizational decision making. and, Decentralization to: c. Distribution and dissemination of power from Central to local / periphery bodies. The college is headed by Principal who is the chairperson of all committees/ cells/ clubs etc. The principal cannot organize all activities on his / her own. So, the collegiate Education has devised certain rules and regulation to run the college in a smooth and effective manner. This is the foundation on which the college devised its strategy to decentralize its administration duly honouring the administrative cardinal principles of participative management. Basic purposes of the above management are i. To provide quality services to all stakeholders as fast as we can ii. To make the institution respond fast to the concerns of stakeholders with special reference to primary stakeholders (students) iii. To ease burden of administration on a single individual by dissemination works in a systematic and orderly way. iv. To apportion works to based on the teacher's ability and interest. To realize the above purposes the principal has called for a meeting immediately at the beginning of the academic year. In the present academic year (2018-19) there were as many as ninety percent of transfers of all staff, including the Chairperson herself. So, it was tough job to extract from staff without consulting who is ready to work for what committee. Each committee also has to have its members who are ready to cooperate the convener / coordinator of the committee concerned. So, the Principal has called for a general staff meeting in which she explained the task at hand. The teachers informed her which work they were adept at. This eased burden on the principal. After a few

changes the in-charges list was formed. This was to be ratified in the Academic Council meeting, which was done on the 15 th of February 2019. Progress of work of all the committees was periodically monitored by the Principal in the general staff / Academic Council meetings that take place once in a month. I) The college has proved its strategy to be working in the above-mentioned participative management because: a. All autonomous BoS committees were formed and BoS syllabi were approved. b. All members on the Academic Council, Finance Committee and Governing Body were approved. c. Academic Council Meeting was conducted in the February of the same academic year and academic elements were approved. II) The accommodative nature of the staff helped pave way for the successful organization of many a programme of the college. A cursory look at the number of initiatives and programmes conducted by the college is enough to vouch safe for this. Right from the welcome party till farewell party and Annual day… all activities involved innovative elements in them. This success can be attributed to Decentralization and participative management.

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

Yes

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 college follows a transparent, fool-proof and merit cum reservation admission process. All Degree Colleges of Telangana state, both Government and private should follow DOST process for admissions. In this process, any student can apply any number of colleges with a single application. This allows him / her to opt for colleges and courses of his / her choice. One can observe from the empirical study of admission over the years that there has been a gradual increase in the number of admissions. The college also has a help line centre which guides students in enrolment.
Industry Interaction / Collaboration	• The college has reached as many as 10 Memoranda of Understanding with various agencies / organizations / industries etc. • The college also ascertains if post MoU activities are implemented are not. • The college has also been striving to reach collaborations. • Our Commissionerate of Collegiate Education has reached an MoU with Telangana Skills and Knowledge Centre (TSKC). It gives training and provides opportunities to the students to attend interviews and get jobs.
Human Resource Management	• Our academic year starts with the General meeting. The Chair person of all committees instructs Vice Principals and other senior members to prepare committees list. It also

	contains Cells and clubs. The committees, Cells and clubs have conveners / coordinators and members. Committees will be formed democratically. Each teacher choses his / her committee. There are some vacancies in teaching and non-teaching positions. The college follows time-tested rules for deploying human resources in appointing non-permanent positions. The Principal permits staff to undergo training. We believe in and follow devolution of powers and responsibilities.
Examination and Evaluation	The college has huge strength (2500). The college also offers PG in 10 courses. This entails the examination branch to adopt to technology to time stressed activity with innovative methods. Gradual transformation from paper to paperless is under process. Dedicated examination system is established. Absolute external evaluation process is being followed. As per the UGC norms, all BoS nominated external examiners in the meetings. The branch prepared answer booklet which has single ruled and hence consumes less papers. Regular of the examination branch meetings ensures impending error corrections. Devolution of powers and responsibilities. Infrastructure development
Teaching and Learning	• Mentor -mentee system has been adopted • Teachers were encouraged and were permitted to undergo training (Refresher Courses) to suit to needs of challenges • Student satisfaction survey was carried out • Admissions in the college come under DOST of the Government of Telangana, which follows a transparent, well-administered mechanism. It also complies with all the norms of the concerned regulatory/governing agencies including state and central governments. As represented in students' profiles, it harbours students from different geographical areas having various socio-economic backgrounds. • Feedback system has been active and working • Faculty gave live lectures for students on T-SAT Nipuna
Curriculum Development	• New courses / papers have been introduced • A few new topics of relevance have been incorporated in BoS of a few departments. • New certificate

		courses have been introduced. • Gender sensitization, Environmental Science, Human Values and Professional ethics and other value added course have been introduced (adopted from the parent university). • They are called SEC and General Elective (GE) • Feedback from the students helped us adopt to the introduction of new courses in the CBCS pattern. • A few changes in Internal assessment tests have been introduced such as questioning pattern in practical examinations, Seminars, GD's.
Research and Development		• Dr S Naga prasad got two patents. • The college has three research supervisors. • Two batches (each having 6 members) were selected to the state level in the research Student Study projects at state level. • Both the team of students got state level recognitions, students in English winning the second prize and Students of Computers won third prizes. • 11 teachers have earned doctoral degrees. • Research has been encouraged at college level. • Three teachers are research supervisors nominated for universities. • Sri V Sathya Prakash, Assistant Professor of Physics has been a member on the editorial board of reputed international journals.
Admission of Students		The college follows a transparent, foolproof and merit cum reservation admission process. All Degree Colleges of Telangana state, both Government and private should follow DOST process for admissions. In this process any student can apply any number of colleges with a single application. This allows him / her to opt for colleges and courses of his / her choice. One can observe from the empirical study of admission over the years that there has been a gradual increase in the number of admissions. The college also has a help line centre which guides students in enrolment.

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

E-governace area	Details
Administration	Administration All data related to the staff are preserved in the website and are readily available to the CCE Telangana. The Commissioner of Collegiate Education has been corresponding with the college through e-office, which allows the college to have a secure unique communication

	system. This allows the college to communicate, interact and administer all administration related issues to sort out and resolve in a fast, secure and reliable manner. This saves time. Money and energy.
Finance and Accounts	a. All salaries are paid on-line mode. Regular and full-time employees are paid into their accounts. All bills are audited and from the Treasury of the Government only. Payment of remuneration for external examiners is paid through RTGS / on-line mode.
Student Admission and Support	a. The Higher Education Institutes of Telangana opted for admissions under Degree Online Services Telangana (DOST). The college has been identified as the District DOST Helpline Centre (HLC). b. Under this, any student who passes Intermediate can apply online to any number of colleges and to any number of courses in the state by paying nominal fee. c. All the eligible enrolled students get Scholarships. The college forwards and pays their scholarships into their accounts. d. Applications of students to get concession in bus passes are forwarded.
Examination	b. Issue of e-hall tickets in a fool proof manner c. Entry of marks d. Issue of marks memo e. Payment of exam fee f. Conduct of examinations g. The college has been extracting srevices to exam branch from an external outsourcing agency. It prepares hall-tickets, organizes marks, issues marks memos and does other examination related works : All online.
Planning and Development	CCE Note Orders in File Nu.: CCEAC/ ICT/CIMS/1/2018 As per the above order, College Administration and Information Management System (CAIMS) is successfully introduced in all the Government Degree Colleges for quick and transparent administration. It is a comprehensive college administration and information management. It has the following modules. a. Students Information Management System (SIMS) b. Accounts Management System (AMS) c. Marks Management System (MMS) d. Certificates Management System (CMS) e. Academic Audit System (AAS)

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
2018	NIL	NIL	NIL	0

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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching 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
No Data Entered/Not Applicable !!!				

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	10	1	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Nil	Nil	Nil

6.4 – Financial Management and Resource Mobilization

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

Since the college is a public funded institution, an AG audit is conducted. Usually the college will be externally audited by the Government whenever a Principal gets retired. The college also has a finance committee. It audits the bills. In the AG audit, all the bills are audited. It was conducted in 2017-18If the audit committee has any doubts, they are to clarified then and there. If there are any irregularities, it submits its report to the government. The college will give clarification in the impending and ensuing correspondence. Besides these, the college also has internal audit. It has a special committee which decides which bill is to be permitted / not permitted as per the established norms. Special fee means fee paid by students. The college was sanctioned an Administrative Officer who is also the drawing and disbursing officer. The AO looks after the bills and other financial matters.

The Staff Council plans, permits , allots and allocates required funds to all committees / activities. Accordingly, conveners / coordinators / in-charges will purchase and do transactions as per rules. Payment will be done through RTGS / cheques only. Funds allotted from UGC are audited externally and only after the submission of audited accounts by Charted Accountant. The college was sanctioned Rs. 2 Crore by the Rashtriya Uchchatar Shiksha Abhiyaan (RUSA). All the RUSA bills were audited externally by the State Project Directorate. The progress of works were also monitored by the SPD RUSA. Salaries and other emoluments for teaching and nonteaching staff are audited at the District-Treasury office. The staff council permits the staff to utilize funds for day-to-day running expenditure of the college, activities of the college, conduct of programmes of the college and other activities. To do all these, the in-charge first takes permission from the principal. The in-charge may get amount to meet the expenditure in advance and then submit bills or perform activity, meet the expenditure and then submit the bills. In either way, the bills are audited at the Junior assistant level in the beginning and then at the Administrative Officer scrutinizes the bill. The bill then finally reaches the table of principal for endorsement. This ensures that the bills are transparently audited duly following audit rules and norms. The college gets funds in the following manner : 1. Fee paid by both students 2. Exam fee paid by students, which is used for the conduct of examinations, payment to invigilators, examiners, transport (to and fro) of question papers, agency that handles and manages data related marks and memos etc., and other miscellaneous expenditure. 3. Salaries of teachers and non-teaching staff (paid by the state government) 4. Funds from the UGC for projects 5. Funds generated from alumni, philanthropists and others. The college follows established procedures to generate, utilize and audit funds.

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
1 lakh by Philanthropists under Shri Jagga Reddy, the MLA of Sangareddy constituency.	100000	Repair of toilets and purchase of plastic overhead tank.

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6.4.3 – Total corpus fund generated

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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	CCE TS	Yes	IQAC and academic cell
Administrative	Yes	AG-AP and TS	Yes	A committee headed by the Principalll

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

Cash Prizes for meritorious students Books for the department of Commerce Arrangement of motivation class for students

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

implementation of e-office at the Government Degree Colleges (One day workshop) Drafting skills for beginners How to prepare for NAAC- an extension lecture

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

Infrastructure development College became autonomous New courses introduced

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	Yes
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
2018	NAAC Day	26/09/2018	26/09/2018	26/09/2018	72
2018	quality sustenance in Autonomous colleges	27/07/2018	27/07/2018	27/07/2018	37
2019	implementation of e-office at GDCs	26/04/2019	26/04/2019	26/04/2019	110

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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
Savithri bai Phule jayanthi	07/12/2019	07/12/2019	30	11
Youth advocacy against child labour and child trafficking	26/03/2019	26/03/2019	78	22
Awareness on women and child safety	07/12/2019	07/12/2019	90	7

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
0

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	8
Rest Rooms	Yes	1500
Any other similar facility	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
No Data Entered/Not Applicable !!!							
View File							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Human Values and professional Ethics	01/01/2018	Human Values and Professional Ethics was first conceived by erstwhile Commissioner who encouraged the HEIs of both Technical Education and Degree colleges to adopt formally as syllabus. Accordingly all Government Degree Colleges have been imparting Human value education. This has proved to be a success.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Plantation of saplings
Making the environment salubrious by protecting trees
Garden
Soaking pits
Grooming of aromatic / rare plants

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE - 1 Title of the Practice: Comprehensive, orderly quality eco-friendly measures for overall growth of institution and its stakeholders 2. Objective: • To positively contribute to environment • To make the campus carbon neutral • To follow eco conservative and environmental sustenance practices 3. The Context: The college has 20 acres of land including the college building. The college has decided to contribute to environment. The Sangareddy district has been surrounded by industrial zone, so, eco-sensitive. It was felt that there is a dire need to initiate eco-conservative measures. 4. The Practice: The college held meetings with all stake holders. After thorough deliberations, a vast range of initiatives were initiated. The policy document based on sound eco sensitization measures was initiated. They include purchase and replace of LED bulbs and tubes, digging of water soaking pits as many as possible. Wide scale plantation by NSS units in and around the adopted villages, plantation of saplings that are said to face extinction, sensitization of all stake holders, purchase of printers that print back to back, reducing as much paper as possible and hence gradually leading to E-office, Reduction in the usage of plastics, saving water, diverting of water to plants that comes from ROR plants, and a range of measures. 5. Evidence of Success: This entire exercise has been elaborative. The major achievement has been behavioural change in the students. Not a water drop that comes inside goes into drain, but into the ground and hence increasing ground water level. All the activities mentioned in the above point have been documented. 6. Problems Encountered and Resources Required Sensitizing students and other stake holders took some time. Looking after the planted saplings by the NSS units outside the campus was a herculean task. But it got enough rewards. 8. Responsible: Three NSS units, department of Economics, Botany and Eco club. Best Practise-2 1. Title of the Practise Enhancing research aptitude of students with student study projects 2. Objective • To increase the research aptitude and team work of the students. 3. The Context • Among the students of the college, few students of the college have the research ability and interest in the application part of the subject. • Students are motivated to take the project work and research to quench their intellectual thirst. • Inculcating the interest in research and experimental work. • Bringing out research and analysis aptitude of the students • Project work was introduced as a part of the syllabus. 4. The Practise As a part of curriculum project works are done by the students. Student study project works done by the students as a part of curriculum are evaluated by the faculty of each subject. All the students are motivated to do project works. Faculty of respective subject identifies the students with good research aptitude and are motivated to undertake student study project supervised and guided by the faculty of respective subject. 5. Evidence of success Student study projects done by the students in various subjects are presented at District level. Seven (7) student study projects in different subjects are selected at district level and were presented at state level Best student study projects competitions held by the Commissioner of Collegiate Education, Government of Telangana state. Two student study projects were awarded as best student projects at the state level. Research and analysis aptitude of students increased since the inception of this practise. Few students based on the research and analysis done a short film on Swatch Bharat which was presented at all India competitions at New Delhi. The students received appreciation from the Hon'ble Vice President of India, Shri. M. Venkaiah Naidu. 6. Problems encountered and resources required Initially few faculty and students were reluctant to undertake the student study projects, but after few discussions they have shown their interest to undertake the student study projects.

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

https://qdcts.cqq.qov.in/OtherPages.edu?page=getButtonDetails&centreId=83&id=54

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

Vision of the college reads "To empower our students with skill-based, entrepreneur oriented, value based, affordable and quality education and help them find their voice by channelising their raw intelligence and motivate them in transforming themselves into a holistic individual and thereby, through them, transforming the world into a better place to live in". Our vision document thrust lies in disseminating value based, skill based, affordable education to the unaddressed, raw intelligent rural youth. In 1977 Tara Govt Degree College emerged on the aspirations of Mrs Tara Swaroop, who donated Rs 2,00,000 which was utilized as corpus fund. The then state Government recognized the holy objective of Mrs Swaroop in making the students' raw and Multiple - talents of students into achieving set objectives. In pursuit of excellence the institute has achieved its distinctiveness vertically and horizontally, with its dynamic course structure, curriculum design, fathomable formulae and relentless efforts of stakeholders. Priority: Moulding human resources of the institution for best services. 'Investment in knowledge pays the best interest', avers Benjamin Franklin. The institution firmly believes in this. A cursory look at the number of trainings underwent by the staff is suffice for one to gain insights into this. We always encourage staff to opt for, apply and attend as many conferences, seminars, workshops and other related human resource development arenas of knowledge. Our college has been striving hard to provide quality services to our primary stakeholders. To meet this end, the college has to find its relevance and gain trust of the students. For this, it has to constantly evolve and transform itself in the ever changing and challenging social, cultural and other related milieus. So, the college has opted for autonomous status. Thus, the institution found the following are priorities. 1. Constant honing of skills by staff 2. Constant skill learning by students 3. Responding to challenges of society 4. Encouraging students to find their voice not just by skill-based, job / entrepreneur - oriented education. Our institution always encourages staff to attend seminars and other allied knowledge – based conferences etc. This entails our staff to find their relevance, hone their skills, understand where they stand in the present milieu and goads them into serving the students. So, the institution always encourages students to organize / play a supportive role in organizing programmes at the college. The college is always seen by a bystander as a stage for buzz of activity. One finds the college is an area always busy wherein the students seen one activity or another in the following works. 1. NSS activities 2. NCC parade 3. Tree plantation / grooming/ watering etc. 4. Preparation for JIGNASA Student Study project in odd semesters 5. Yuvatarangam activities in even semesters. 6. Organizing programmes. All our teachers have attended at least one seminar or workshop. Our students have also won laurels in many an area.

Provide the weblink of the institution
https://gdcts.cgg.gov.in/sangareddy.edu

8.Future Plans of Actions for Next Academic Year

. Future Plans of action for next academic year (500 words) The following are Future plans of action for the next academic year. ? To introduce a few more courses to provide employment opportunities to students. ? To provide skill development and employment opportunities to students by offering TASK to the interested students. ? Encourage students to engage themselves in the JIGNASA Student Study Projects. Some students expressed wish to participate. ? To increase participation of students, especially girl students in Yuvatarangam 2019

in sports, Cultural and literary events. ? To encourage students to apply for RD parade, both through NCC and NSS. ? To assist teachers in applying for state teacher awards. ? To encourage student NSS volunteers to apply for national NSS camps. ? To accommodate more committees for the smooth functioning of the institution. ? To work towards the approval of construction of new rooms for the college from the hon'ble Commissioner of Collegiate Education. ? Provide better infrastructure by purchasing or augmenting of resources. ? Introduce a few more skill-oriented certificate courses. ? To bring in a few more administrative reforms by getting approval in the Governing Body meetings. ? To gradually make the examination branch work towards user friendly and state of the art tools. Paper, time, money and energy will be saved by simple reforms such as softcopies of hall tickets to students. This work will be done experimentally from the next academic year. ? To motivate teachers to complete their R. C's and O.C'. s. ? To convene the Academic Council, Finance Committee and Governing Body meetings. ? To prepare the document and get the ISO recognition in the next academic year. ? To conduct as many as FDP programmes by encouraging and facilitating departments. ? To organize at least one national conference and one workshop. ? To motivate students to aspire for national achievements in various sports. Some students, for instance Mr V Sanjeevulu of BA I year had proven their talent in fencing game. Only thing needs to be done is giving them opportunity to prove their talent. ? Two students have been performing very well in international sports (in boxing). If the students need any assistance, it will be provided. ? Mr Shyam Prasad of B. Com II year approached for help to ascend Mt Kilimanjaro. He will be provided assistance as per rules. ? To motivate teachers to complete their R. C's and O.C'. s. ? To initiate documentation for third cycle of NAAC. ? To convene the Academic Council, Finance Committee and Governing Body meetings. ? To prepare all departments acquire, implement and get ready for external academic audit. ? To update documentation process for the third cycle of NAAC.