



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**GOVERNMENT DEGREE COLLEGE, MANUGURU**

GOVERNMENT DEGREE COLLEGE, MANUGURU SAMITHISINGARAM  
VILLAGE (GP) MANUGURU (M), BHADRADRI KOTHAGUDEM DISTRICT  
PINCODE 507117 TELANGANA STATE.

507117

<https://gdcts.cgg.gov.in/manuguru.edu>

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**February 2021**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Government Degree College, Manuguru a constituent college of the Kakatiya University, Warangal Established in 2008 as per G.O.Ms. No.31 of Finance (SMPC) Department of Andhra Pradesh Dated: 15-02-2010 and Subsequent Proceedings Rc.No.402/Admn. I-2/2008 of the Commissionerate of Collegiate Education, Hyderabad dated: 25-02-2010. Currently the college offering the following courses under CBCS (Choice Based Credit System).

- B.A CBCS (English Medium)
- B.A CBCS (Telugu Medium)
- B.Com Computer Applications (English Medium)
- B.Com Computer Applications (Telugu Medium)
- B.Sc Life Sciences (English Medium)
- B.Sc Life Sciences (Telugu Medium)
- B.Sc Physical Sciences (English Medium)

The college located in a remote tribal region (Lat N 170 551 52.4568” Long E 800 491 1.1712”), heart city of Manuguru. It is very nearer to many industrial sites such as Heavy Water Plant, Aswapuram, Singareni Collieries Company Limited (SCCL), Bhadradri Thermal Power Station (BTPS) which confers strategic advantage to industry linkages. The Holy Rama Temple (Bhadradri Devasthanam), Bhadrachalam, is 32 kilometers away from the college. Because of these industrial sites and pilgrimage sites broad road connectivity and 24/7 transport facilities are available to the college. Located in a tribal region college infrastructure and facilities are continuously being renovated and new facilities built from time to time. The college has a well-qualified and dynamic faculty that regularly upgrades them self to enrich teaching, research and outreach processes. The college constantly encouraging its staff to blend new pedagogical technologies to impart quality education. The SCCL (Singareni Collieries Company Limited), Manuguru continuously beside with the college by granting funds for the Construction of the college buildings and infrastructure facilities through SHAPE grants as corporate social responsibility. Being a tribal area many of the students are comes from the remote hamlets of the region. To enhance their interpersonal skills and communication skills the college adopted many practices to attain the holistic development of the students. It is one of the best colleges under Kakatiya University in terms of good pass percentage and securing good ranks in PG entrance examinations.

### Vision

To place the academic institution in an ecosystem with quest to impart the quality teaching, research skills, soft skills among the students in an interdisciplinary environment with consideration for ethical, social and ecological values to carve out responsible citizens for strong nation building.

Government Degree College, Manuguru Set up in 2008 with a vision of serving society by inclusive academic growth, there by empowering the downtrodden communities of the region. The college motto “**Dhammam Saranam gacchami**” inspired by the three refuges of Buddha. True to the motto, our prima facie duty is to instill the Academic Skills with Moral values. The college remains committed to building leadership, conscious citizenry and active participation of women in furthering national developmental goals. The

progression of the institution with the collegiality among the staff is the unique feature of the institution. The college encourages the development of scientific temper with a special focus on individual, family and community life. The orientation of education in the college always student centric and aims towards developing critical thinking to attain excellence in their respective fields. The college always in forefront to see's its students' to acquire global skills to adapt and acclimatize current technological and pedagogical transformations in this globalization world.

## **Mission**

The college was committed to impart quality academic content in a student centric manner. Apart from this, addressing larger societal issues like health, gender, socio- economic inequalities, community mobilization, people's participation, resource utilization, the environment and education, skill enhancement and service attitude to the students are the core values of the institution. The college encourages the students to develop key life skills for their future professional and societal roles.

- Impart Academic and Communication skills to the rural and downtrodden sections of the society.
- Academic excellence with Life Skills.
- Develop research skills with available regional resources.
- Strengthen linkages with other teaching and research institutions and professionals at all levels.
- Academics with community service orientation as a prime motto.
- To promote the ambience of critical thinking and community thinking.
- To enhance infrastructure facilities as per the needs of a diverse academic curriculum.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

Government Degree College, Manuguru, Pedagogical methods with High quality output is core strength of the college. The faculty has developed expertise in various learning and evaluation methods to refine the students. The campus is surrounded by industry and Biodiversity rich foot print, added extra advantage and have tremendous scope of research. The Singareni Collieries Company Limited (SCCL) Support to the college at various levels to develop and strengthen the infrastructure facilities in the college. The institution has the opportunity to explore the innate talents of the tribal students of the region. The uniqueness of the institution is consistent pass percentage with greater than 90% result.

The strengths of the college in a nutshell mentioned below

- To provide a holistic academic ecosystem the college has vast sprawling campus spread over 5.5 acres comprises of class rooms, laboratories, play ground and greenery.
- Vibrant & dynamic collegiate ambience in the college
- Mutual respect among staff and students.
- Technologically advanced pedagogical methods such as ICT tools, e-class rooms and virtual classrooms for providing qualitative and conceptual approach education.

- Frequent interaction with the local communities through vibrant outreach programmes.
- A well organized assessment system through unit tests, internal examinations and external examinations.
- Academic curriculum blended with co-curricular activities like seminars, debates, quiz and group discussion.
- Repertoire of library books to meet the academic needs of the students.
- Increasing strength of students into the college.

### **Institutional Weakness**

- The location of the college is interior region which impacts the strength of the college.
- Although the staff of the college thrust of doing research limited laboratory facilities in the institution hinders them to do research.
- Since the students of the college come from the remote hamlets of the region, generally they are poor in communication skills.
- The students are not aware of the modern teaching learning methods another hindrance to overcome.
- Lack of permanent faculty through state recruitment savvies boards is another setback to the institution.
- Shortage of qualified teaching staff as per UGC norms.
- Unable to the procure funds from the competent authorities.
- Inabilities to grab local industry opportunities due to that majority of the programmes are conventional in nature.
- Due to the lack of sufficient space for conducting laboratory experiments.

### **Institutional Opportunity**

- Since College is located in Forest region and the locality is Rich in Plant Biodiversity, it's ideal to do research on Plant Taxonomy and Medicinal Botany.
- The institution has robust opportunities to study the impact of mining activity on Climate and Ecosystem of the region.
- It's ideal to have linkages and Memorandum of Understanding (MoU'S) with surrounded industrial community, there by provides job opportunities to the students.
- Tremendous scope to introduce courses like mining to grab the local advantage.
- Augmentation of infrastructure in terms of furnished classrooms and equipped laboratories.
- Full automation of Library and office.

### **Institutional Challenge**

- Run the institution with limited infrastructure and laboratory facilities poses a major challenge to the institution.
- Since the majority of the students are from remote regions and doesn't aware on latest technological advancements in terms of teaching learning methods, it's a big challenge for the institution to acclimatize the ICT based education.
- The students are not aware of the modern teaching learning methods another hindrance to overcome.

- Establishing proper linkages with the industry for campus placement.
- Limitation to evolve with day to day academic needs.
- Providing study material and uniforms to the poor students of the college is a biggest challenge of the intuition.
- The college facing severe financial crunch to conduct service oriented outreach programmes.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

The academic standard of any higher educational institution depends on the qualitative Curriculum and its meticulous implementation. Since our college affiliated to Kakatiya University it strictly follows the rules and regulations prescribed by the parent university. The college adopted a standard mechanism to execute effective delivery of the curriculum as per the stipulated time period. At the starting of the academic year all the faculty directs to submit the Annual Action Plan (AAP) for scrupulous implementation of the curricular and co-Curricular activities.

The curriculum is blended foundation courses like environmental science gender sensitization Human values and professional ethics transforms the students to become a responsible citizens. By using the knowledge garner by these foundation courses students are aware of their role in environmental protection, women empowerment and social equity. The Curriculum consists of a wide range of career oriented courses like Basic Computer Skills, Business Intelligence, Foundation of Digital Marketing, Fundamentals of Business Analytics, Practice of Life Insurance, Web Design and Analytics, Application of Business Analytics, Fundamentals of Nanotechnology, Biostatistics, Fundamentals of Python, Remedial Methods of Pollution Drinking Water & Soil Fertility, Water Resource Management, Public Health & Hygiene Advanced Communication Skills Enhances Project Planning Report and writing Entrepreneurship and Development form of Journalistic Writing, Rural Politics and Leadership Good Governance, Cultural Tourism of India. To strengthen the curriculum suitable Co- curricular activities conducts by each department vibrantly participating in and co-curricular activities. The student's grievances and stress related issues arise by the curricular aspects addressed by the standard mentor-mentee system.

The faculty serves as a board of studies (BOS) for the affiliated university, there by playing a significant role in curriculum design as per the regional opportunities. Students are encouraged to take up internships in various organizations involved in community development activities. For reliable and transparent feedback all the stake holders of the college given equal role for their structured feedback with respect to the all the aspects and modalities of the college. Analysis of the feedback of each department done as per the standards and necessary suggestions will be given to the respective departments.

### Teaching-learning and Evaluation

The college caters to students largely from the tribal habitats. The DOST (Degree Online Services Telangana) online process, a unique admission process for degree students ensures transparent admission process as per the applicable reservation rules and regulations. Teaching of the curriculum strictly in adheres with the hours/classes prescribed by the affiliating university.

At the beginning of the academic year induction programme conducted to the students to create awareness on

programme outcomes, credit system, learning facilities and assessment pattern. Bridge courses are organized by various departments for the students who don't have sufficient knowledge about the course subjects. The faculties are very agile in synchronizing the traditional blackboard education with modern ICT tools to give qualitative education.

To promote the inquisitiveness among students student study projects are given to the students and direct to explore deeply about the topic given to them. Various departments of the college conducts activities such as internships, student seminars, quiz, debates, group discussion, mock parliament, field trips, industrial visits to promote the experiential learning and participative learning among the students.. Library at the college is well equipped with Telugu Academy text book for garner the basics of the respective subjects. Further the students are categorized into advanced learners and future learners. Study projects (individual & group) are gives to the advanced learners and remedial classes were conducts to the future learners.

The college adopted a transparent and robust mechanism to evaluate the learning levels of the students through standard Continuous Internal Evaluation (CIE) system. In this regard Examination Committee of the college circulate the assessment schedule to the all the departments to conduct the Unit tests, internal examinations, practical examinations and end semester examinations as per the prescribed guidelines and time frame given by the affiliating University. The committee also collects the evaluated scripts from each department and posts the marks at college notice board. Faculty mentor of the each class address the grievances of the student if any with respect to CIE. After resolving all the issues pertaining to the CIE marks will be uploaded in the university portal.

### **Research, Innovations and Extension**

Government Degree College, Manuguru as a budding institution has limited resources for research activity. However the competent authority encourages the faculty members to participate Refresher courses, National and International to research orientation. The faculty members are striving to blend basic research element as per the affiliating university curriculum through student study projects. To inculcate research methodologies basic student projects like identification of flora of campus, potential threat of Plastic usage on Environment, benefits of seasonal fruits, role of Yoga in human life, Reverse Osmosis mechanism, effect of soft drinks in Human Health, Insurance, Banking practices, Right to information act etc. Frequent field and industrial visits to the reputed institutions like Heavy Water Plant, Infosys and ITC limited to expand their innovative thinking. The institution is in initial stages for collaborating with Horticulture and Vermiculture units at Garimellapadu, Badradri Kothagudem district, for exchanging ideas and new techniques to develop in the field of nursery.

The institution has its foot print in wide range of Extension activities and Outreach programmes. The NSS (NATIONAL SERVICE SCHEME) unit of the college chiefly instrumental in conducting activities such as Yoga Day, Youth festival, Rastriya Ekta Diwas, Swachh Bharat, Voter Awareness, Pulse Polio awareness and Disaster Management. The college has vibrant Eco-Club activities like Haritha Haaram (Plantation Programme), Plastic ban, Usage of Clay Vinayakas to create Environmental consciousness. The Red Ribbon Club (RRC) of the College organizes Blood donation Camps in collaboration with health organizations and service oriented clubs. Further RRC organizes special lectures on Sexually Transmitted Diseases and AIDS. On World AIDS Day the students of the college organizes rally and distribute pamphlets to the local people to create awareness on AIDS. The Women Empowerment Cell (WEC) of the college every year organized Anti ragging, Legal aid and Health and Hygiene (Bhagya Health Scheme) activities to empower the gender equity in the campus.

## Infrastructure and Learning Resources

The college history says that there were situations in which classes were conducted below the tree shadows. As a budding institution the college constantly augmenting infrastructure and advanced pedagogical teaching methods in a periodical manner. The college transformed from the temporary class rooms sheds into spacious own college complex. It is located at the epicenter of the town with a sprawling area of 5.16 acre with a buildup area of 2500 sq mts. This location advantage transport facility to the college is very convenient for residential and non residential students.

The first building complex of 8 rooms constructed with the SHAPE (Surrounding Habitats Assistance Programme) grant of 50 lakhs from SCCL (The Singareni Collieries Company Limited), Manuguru in 2014. In 2017 collector of Bhadradi Kothagudem sanctioned rupees 1, 95,000 for the procurement of R.O purified plant to provide the safe drinking water for all the stake holders of the institution. Later ITDA (Integrated Tribal Development Agency) – Bhadrachalam provided 6 rooms worth of 60 lakhs in 2018. Recently DMF (District Mineral Foundation) Fund, Bhadradi Kothagudem District sanctioned 80 lakhs rupees for 5 additional rooms. This new building is at final stages of completion. Now we have sufficient classrooms to cater the educational needs of the students. The institution periodically procures the Sports & Games material to inculcate team spirit and maintain their fitness levels among the students. The sprawling play ground of the college enables the students to show their talents with great flair. The college is always forefront in encouraging tribal girls to show their capabilities in district, state level and National level competitions and also cultural programmes. Regular assessment of infrastructure was done as per the needs of the students.

The core policy of the college in terms infrastructure development and advanced learning resources mainly focus on

- Create a student centric ambience in the college for teaching-learning resources equipped with e-class rooms and virtual classes.
- Strive to develop state of art laboratories in the college.
- 100% automation of the library.
- Development of the Gymnasium facility.

## Student Support and Progression

Every HEI needs constructive and transparent mechanisms to facilitate student support and progression. Government Degree College, Manuguru renders academic, financial, psychological and professional support to the students for their smooth academic career and professional development. There is a special scholarship committee was constituted in the college handle the Government scholarships matters. The status of scholarship of the students was monitored by e-PASS (Electronic Payment & Application System of Scholarships), Government of Telangana. In addition to Government scholarships the college provides freeships to the students who excel in academics. The college organized numerous capacity building and skill enhancement courses like Yoga, ICT/Computing skills. In association with Spoken Tutorials, IIT Bombay online courses conducted in the college for professional development. Career counseling cell of the college encourages the

students to progress into higher studies and jobs. The CR (Class Representative) system and appointment of student members in college committees gives enough student representation in functioning of the college. Various intra and inter college platforms are provided to the students to participate in various levels of competitions. The college has a strong grievance redressal system to address the student complaints. The college has an unregistered alumni association in its budding stage. The alumni members are continuously striving for the development of the college.

### **Governance, Leadership and Management**

The college has well defined procedures for decision making in respect of academic and academic matters. The staff council of the college is a apex body at the college level to address the service matters and policy matters as per the rules and regulations of the Commissionerate of Collegiate Education (CCE). Presence of several committees in the college manifests the democratic and decentralization policy of the college for participative role of each stake holder in the college development. The college implemented e-governance in all spheres of academics and administration. Faculties of the each department encouraged to participate in professional development programmes (FIPs, Orientation courses, Refresher courses) for which financial assistance also provided. Academic and Administrative audits conducted periodically for foster transparency and effective delivery and documentation. All welfare measures are provides to the teaching and non teaching staff as per the Government norms. Strategic mobilization of the funds helped the college to augment academic and infrastructure facilities from time to time. The IQAC team continuously strives to enhance the standards of the college. In this regard several initiatives taken up by the IQAC which are instrumental in quality enhancement. As part of this the college received ISO 9001:2015 certification in 2019-2020.

### **Institutional Values and Best Practices**

Government degree college, Manuguru is a leading institution in the Bhadradri Kothagudem region for promoting universal values, gender sensitivity, and environmental consciousness. The college conducted various extracurricular activities to sensitize the students and society about their social in social harmony. Observance of National and International important day is the unique practice of the institution. The college celebrates all religious festivals to show the communal harmony. The distribution of Clay vinayaka to the local people to create environment consciousness lauded from all the sections of the society. Organized Awareness programmes on Legal aid, Health & Hygiene and other gender sensitization programmes for women empowerment. The facilities like strong surveillance systems (CCTV Cameras), common rooms are available in the college foe safety and security. The Mentor-Mentee system in the college helped to counsel the students in all the aspects. Installation of the LED bulbs in the classrooms and labs reduced the electricity usage. The effective and safe disposal mechanism available in the campus to handle different types of wastes produced in the campus. The Eco-Club and NSS Unit of the college every year planted numerous saplings and listed them in a prescribed format. As a ISO certified institution the college has a prescribed Code of Conduct which is applicable to the all the stake holders. The college introduced Mid Day Meals programme from 2018 to feed the college students with nutritive food. The college also provides facilities for the differently able persons. Equal blending of the curricular, co curricular and extracurricular elements for the sustainable development of the student is the unique feature of our institution.



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT DEGREE COLLEGE, MANUGURU
Address	GOVERNMENT DEGREE COLLEGE, MANUGURU SAMITHISINGARAM VILLAGE (GP) MANUGURU (M), BHADRADRI KOTHAGUDEM DISTRICT PINCODE 507117 TELANGANA STATE.
City	MANUGURU
State	Telangana
Pin	507117
Website	<a href="https://gdcts.cgg.gov.in/manuguru.edu">https://gdcts.cgg.gov.in/manuguru.edu</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	B.srinivas	08746-222544	9966521491	-	gdcmanuguru@gmail.com
IQAC / CIQA coordinator	J.anil Kumar	-	9573156813	-	jeanilmani@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

<b>Establishment Details</b>				
Date of establishment of the college		04-08-2008		
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>		<b>Document</b>	
Telangana	Kakatiya University		<a href="#">View Document</a>	
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>		<b>View Document</b>	
2f of UGC	11-09-2014		<a href="#">View Document</a>	
12B of UGC				
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	GOVERNMENT DEGREE COLLEGE, MANUGURU SAMITHISINGARAM VILLAGE (GP) MANUGURU (M), BHADRADRI KOTHAGUDEM DISTRICT PINCODE 507117 TELANGANA STATE.	Rural	5.16	1274

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom,Commerce	36	Intermediate	English	60	3
UG	BCom,Commerce	36	Intermediate	Telugu	60	26
UG	BSc,Sciences	36	Intermediate	English	60	10
UG	BSc,Sciences	36	Intermediate	Telugu	60	20
UG	BSc,Sciences	36	Intermediate	English	60	19
UG	BA,Arts	36	Intermediate	English	60	24
UG	BA,Arts	36	Intermediate	Telugu	60	53

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				14			
Recruited	0	0	0	0	0	0	0	0	2	0	0	2
Yet to Recruit	0				0				12			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				8
Recruited	2	0	0	2
Yet to Recruit				6
Sanctioned by the Management/Society or Other Authorized Bodies				9
Recruited	7	2	0	9
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	0	0	1

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	6	0	0	6

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	1	2	0	3	

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
		UG	Male	78	0	0
	Female	77	0	0	0	77
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	9	9	4	12
	Female	13	12	19	8
	Others	0	0	0	0
ST	Male	20	16	34	31
	Female	24	29	42	39
	Others	0	0	0	0
OBC	Male	7	14	17	17
	Female	12	9	16	24
	Others	0	0	0	0
General	Male	2	1	2	5
	Female	0	1	2	1
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		87	91	136	137

## Extended Profile

### 1 Program

#### 1.1

Number of courses offered by the Institution across all programs during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
57	56	33	33	32

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
07	07	05	05	04

### 2 Students

#### 2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
415	370	395	413	369

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
211	221	137	137	111



File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

#### Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
105	109	182	122	45

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
11	12	11	11	11

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
14	15	11	11	11

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 3**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
12.53	3.31	12.34	12.56	19.16

**4.3**

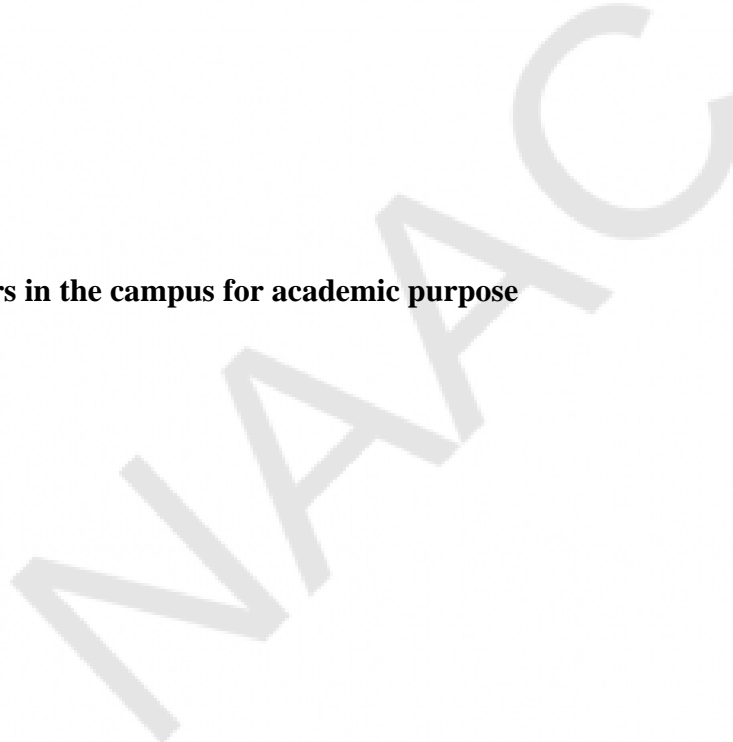
**Number of Computers**

**Response: 58**

**4.4**

**Total number of computers in the campus for academic purpose**

**Response: 27**



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

##### Response:

The curriculum planning and implementation reflects the quality of any higher educational institution. The Government Degree College, Manuguru is an affiliating institution of Kakatiya University and adheres to the Curriculum framed by the University.

The college follows Semester system under Choice Based Credit System (CBCS) and offers conventional, restructured UG courses to cater to the diverse needs of students. The College prepares Institutional Action Plan prepared by the IQAC based on academic calendar of the CCE. All the concerned departments and faculty of the college prepares and submit the Departmental Action Plan (DAP) and Annual Curricular Plans (ACP) respectively at the beginning of the academic year. As per the standard hours prescribed by the affiliating university to cover the syllabus in time, programme wise Time-Table prepares by the Time-Table committee. All the faculty of the college implements academic activities like assignments, student seminars, internal examinations, quiz, debate, essay writing, group discussions, field trips, extension lectures for quality enhancement. The teaching methodologies in the college are student centric manner and individual care taken for each student by the faculty. In this regard remedial classes conduct in the college for slow learners. The Student Study Projects are given to the students to inculcate the research skills among the students. The IQAC Committee scrutinizes the timely implementation of the Action plans and Curriculum plans in regular intervals.

The college is having three digital class rooms and one virtual classroom for ICT enabled teaching. Laboratory experiments conduct in available space as per the university curriculum. The college strictly follows the instructions of the university in matters of conducting internal examinations and evaluating the answer scripts and bears the perfect accountability both to the university and the Commissionerate of Collegiate Education (CCE) by adhering to their time lines in curriculum delivery and implementation. To resolve the clarifications with regard to curriculum matters a standard Mentor-Mentee system constituted.

Further a review meeting of all the departments is regularly conducted at the end of every semester to ascertain the feedback of the faculty from the all the stake holders and discuss the methods to be adopted for the improvement in their pedagogy. Every year various staff committees are formed to monitor the curricular, co-curricular and extra-curricular activities in order to maintain the holistic ambiance in the college campus. The fresher students admitted to the college provided with "College Prospectus" which contains list of Teaching and non teaching staff, staff council, tentative examination schedule, annual academic calendar (as per university almanac). The IQAC committee of the college monitors the Curriculum planning, delivery and proper documentation.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

#### Response:

As the college affiliated to Kakatiya University, the University releases Almanac at the starting of every academic year. The college follows this Almanac for the purpose of commencement of classes and conduct of Internal & Practical Examinations. Theory Examinations will be conducted as per the schedule given by the university.

The Commissioner of Collegiate Education (CCE) , Government of Telangana, monitors and directs the Government Degree Colleges in the state in academic and administration matters. The CCE issues academic calendar every year which prescribes the guidelines for effective implementation of the curricular, co-curricular and extracurricular activities. Various committees of the college strictly follow the directions in the academic calendar and plan activities accordingly. The academic calendar schedules the important occasions to be celebrated with the students to create awareness with respect to various national and international observances.. To enhance the quality of education in the colleges online resources access to MANATV, NIPUNA & T-SAT educational channels are provided by the college. In this regard separate time table issues by the collegiate education. Apart from this the college follows the government programmes such as Swatch Bharat, Telangana ku Haritha Haram(Mass plantation programme) Bhathukamma (Telangana State festival) meetings as per the schedule. The following are some of the important occasions celebrated in the college. The college organizes the following events & important days as per the schedule circulated by the Commissioner of Collegiate Education (CCE).

S.No	Name Of The Event/Observance	Date & Month
1	National Youth day	12th JANUAR
2	National voters day	25th JANUAR
3	Republic Day	26th JANUAR
4	International Mother Language Day	21st FEBRUAR

5	International Womens Day	8th MARCH
6	World Forest Day	21st MARCH
7	Babu jagjivan ram's jayanthi	5th APRIL
8	Dr.B.R.Ambedkar's jayanthi	14th APRIL
9	International Day For Biological Diversity	22nd MAY
10	Telangana State formation day	2nd JUNE
11	World blood donar day	14th JUNE
12	International Yoga Day	21st JUNE
13	World Population Day	11th JULY
14	International Youth Day	12th AUGUST
15	Independence Day	15th AUGUST
16	Women Equality Day	26th AUGUST
17	Telugu Bhasha Dinotsavam	29th AUGUST
18	Teachers Day	5th SEPTEMBER
19	International Literacy Day	8th SEPTEMBER
20	NSS Day	24th SEPTEMBER
21	International Day Of Non Violence	2nd OCTOBER
22	National Unity Day(Rashtriya Ekta Diwas)	31st OCTOBER
23	National Education Day	11th NOVEMBER

24	Constitution Day	26th NOVEMBER
25	AIDS Day	1st DECEMBER
26	Human Rights Day	10th DECEMBER
27	National Consumer Day	24th DECEMBER

As per the affiliating university almanac the college adopted a transparent mechanism for Continuous Internal Evaluation (CIE) for conducting unit tests, midterm examinations, practical examinations as a part of regular evaluation. The mentor-mentee system of the college addresses the grievances with related to CIE in a time bound manner. The Examination Committee of the college monitors the entire CIE and keeps the necessary records and examination scripts in a safe custody.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

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

Response: 100

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

Response: 7

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 0

#### 1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 0

#### 1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

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

##### Response:

The curriculum blended with cross cutting issues like Gender, Environment and Sustainability, Human Values & Professional Ethics plays a potential role to transform the student into responsible and service oriented citizens for strong nation building. In the curriculum the affiliating university of the college gave sufficient niche to introduce courses which help in Character and Personality Development. Apart from this co-curricular & extracurricular activities of the college primarily intended to inculcate knowledge and awareness on gender sensitization, environmental consciousness and moral values.

As a co-educated academic institution addressing the gender related issues is a dire need for the college. Gender sensitization is a 2 credit course under university curriculum. The Women Empowerment Cell (WEC) constituted in the college to promote gender sensitization in the campus. WEC conducts many women empowerment programmes and activities at regular intervals. Programms like health and hygiene, legal aid, rangoli competition, quiz and essay writing competitions conducted as periodically. On International Women's Day eminent women from various fields invited as a special guests to inspire the students. These co curricular activities aid the better learning of the curriculum.

Environmental Studies paper included in the curriculum of our affiliated university i.e., Kakatiya University with 2 credits. In this paper student garner knowledge on concept of Ecosystem and Biodiversity. They are also learning about various kinds of pollutions and their causes. The Eco-Club and NSS Units of the college are very vibrant in conducting environment consciousness activities like Haritha Haaram (A Mass plantation programme initiation by the Government of Telangana), Clean & Green, Ozone Day awareness, Swachh Bharat.

The 2 credits HVPE (Human Values and Professional Ethics) paper is intended to inculcate the moral values, social behavior and ethics among the students. Separate classes were arranged for these crosscutting issues.



File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

**Response:** 12.81

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
6	6	5	5	4

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View Document</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

**Response:** 2.41

#### 1.3.3.1 Number of students undertaking project work/field work / internships

**Response:** 10

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni**

**Response:** B. Any 3 of the above

File Description	Document
Any additional information (Upload)	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

**Response:** C. Feedback collected and analysed

File Description	Document
Upload any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 46.52

##### 2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
153	158	104	109	179

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
420	440	270	270	220

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 47.62

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
83	95	65	62	70

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

## 2.2 Catering to Student Diversity

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

#### Response:

The Institution has a constructed approach to assess the learning levels of the advanced learners and slow learners. Generally the institution assesses of the learning levels of students at time of their admissions into the college on the basis of merit in the qualifying examination.

#### Admission process

At the end of academic year the staff council of the college prepares an action plan to strengthen the college admissions. Majority of students coming to our college are lack of proper awareness on their educational career.

To address this issue, first we collect the basic details of the IPE completed students of nearest feeder colleges i.e. Government Junior Colleges (GJC's) and interact with the students and explain them about the facilities and opportunities in the college. Each faculty presents the future prospective of the each programme offered by the college in a lucid manner. This campaigning and admission process takes nearly 30 to 40 days.

After completion of the admission process orientation programmes conducted to the newly joined students by each department to aware the "Code of Conduct" in the institution. Faculty mentor of each class always maintain cohesive relationship with the students there by instill their self confidence levels. Differential learning abilities and language skills of the students addressed by the Bridge courses and spoken English classes. Each Mentor of the class assigned to identify the advanced learners and slow learners by using various parameters.

#### Advanced learners

The identified advanced learners encouraged to participate in co curricular activities like student seminars, project works, debates, group discussions. They are also advised to help slow learners for improving their learning abilities. The faculty of each department guides the advanced learners to keep constant pace with the advanced e-resources and collect documentary evidences to the projects assigned them. Further the faculty gives additional input on career guidance and motivates them to prepare for PG entrance examination in eminent institutions. The institution encourages them with departmental awards and it has introduced prizes for the students who secured the highest marks in the university level examinations.

#### Slow learners:

To improve the subject skills of slow learners remedial coaching conducts by the each department. The faculty mentors regularly communicate with the students and resolve the doubts and clarifications. Apart from this assignments are given to the students which consist of important topics of each subject. A unique storytelling method adopted by the college to create interest and enhance subject knowledge among slow learners. Further the faculty explains the difficult topics and takes special care to prepare the examinations

by the weekly tests and conduct study hours. So these types of methods easily transform the slow learners learning capabilities and they can succeed in university level examinations with a better grade.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional Information	<a href="#">View Document</a>

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

**Response:** 38:1

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

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

**Response:**

Government Degree College, Manuguru follows student's centric methods, which include experiential learning, participative learning and problem solving methodologies are enhancing the learning experience of the students.

The institution encourages teaching learning process involving the students as actively participated players and the faculty being the facilitators. The faculty understands the real importance of the learning student centric method and practically adopts the same in their class room teaching. The faculties members especially encourage the students in participate in various activities of the academic wise and co-curricular activities also both within and outside of the college. The NSS volunteers of the college frequently rendered their service in General elections on voluntary basis to know the due process of election. NSS Students when to poling centre did more help old people how have blind and physically handicapped people. The Unity rally and Environment conscious rally and AIDS rally are conducted annually to strengthen the participative learning exercise.

Special emphasis laid on participate learning by engaging the students in group discussions, class room seminars, quiz programme. Our college every year encourages extracurricular activities like education tours, field trips. Botanical Trips and industrial visits are organized in order to facilitate the students to gain the extra edge of knowledge. Experiential learning is initiated to make the learning process interesting and thrilling. Students are directed to take up student study projects to inculcate research skills. The Mock Parliament was conducted by Social Science Club on Constitution Day to give real time experience on parliamentary practices. The students who are done individual project work discusses the project details in group for any additional inputs.

Problem based learning enables the students to develop creativity, critical thinking and reasoning. The students bound to think problems given to them on the basis of their theoretical and laboratory knowledge to arrive at probable solution of the research problem. Arithmetic skills and Reasoning introduced in a curriculum to increase analytical thinking.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

#### Response:

The moral of Who Moved My Cheese a motivational book by Dr Spencer Johnson clearly says that change is inevitable. As a Higher educational institution it needs to evolve and augment the advance ICT enabled tools to compete in educational arena. The college has gradually augmented the ICT facilities like e-class rooms and Virtual class room. At present 3 e-classrooms and 1 Virtual classroom are available in the college for effective and qualitative delivery of the academic content. The faculty of the college trained in the usage of ICT tools. Every faculty of the college organized lectures by using power point presentations, animations and documentaries. The students of the college also trained in using the ICT tools, thereby facilitating them to present their students seminar through ICT mode.

The college is providing access to the educational channels like MANA TV, T-SAT, and NIPUNA to expand the learning experience. There is a prescribed schedule given by the CCE to watch these channels department wise. Through these channels subject experts interacted with the students and ratified their doubts.

The Wi-Fi facility provided in the college campus with 50 Mbps internet speed enables uninterrupted ICT teaching and learning process. This Wi-Fi facility can be used by both staff and students for the academic purpose. Students are motivated to prepare various teaching material like Charts, Posters, Portraits and exhibit them in the class room. They are made to solve previous question papers of the university examinations by using open online educational resources.

The knowledge and information gathered from these facilities helps to cope up with current trends and new developments. Awareness programme on MOOCS and SWAYAM conducted to staff and students and encouraged them to register in online courses to expand their learning horizons.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	<a href="#">View Document</a>

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

**Response:** 38:1

#### 2.3.3.1 Number of mentors

Response: 11

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
Mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 94.02

File Description	Document
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 12.48

#### 2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	1	1	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 5.64

#### 2.4.3.1 Total experience of full-time teachers

Response: 62

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

The institution follows the university Almanac and the Academic calendar from CCE, Hyderabad to plan and prepares the annual schedule related to teaching learning and evaluation.

As per the University guidelines the schedule of the internal examinations and semester examinations are conducted at the institution level. At the beginning of the academic year the Kakatiya University provides Almanac which consists of tentative dates of the annual academic schedule. Based on the Almanac and subsequent instructions from the University the Internal Examinations schedule displays at the Notice boards of the college. The Mentors of the each class are directed to inform the examination schedule and pattern of the examination to the students. Prior to examinations sufficient time will be given to students for preparation of the examinations.

Before the internal examinations every faculty strictly while setting the question papers, the question paper are prepared as the guidelines of university. Every faculty prepared the question papers just 2 days before the commencement of the examination and submitted to the exam branch of our college. Students punctuality, discipline performance in student seminars also taken into the consideration to measure students performance in internal examinations. After completion of internal examination the answer script



are handed over to the concerned subject lecturers. The answer scripts are evaluated by the concerned faculty as per the time line given by the examination branch. The evaluated answer scripts are given to the student for verification and ratification. The mentors of the each class resolve the queries raised by the students on evaluation. After completions of this process internal marks are posted in online portal of University. For record purpose Internal marks send to the respective departments.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

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

#### Response:

The college has a transparent and time bound mechanism to address the grievances of the students, related to the internal examinations. The affiliating university (KAKATIYA UNIVERSITY) provides almanac which contains the tentative dates for the conducting internal examinations. After consultations with the all the stake holders of the college the exam branch conducts internal examinations as per the dates given by the university. The IQAC and Examination branch monitors the converge of syllabus and direct the each faculty of the department to complete syllabus in time and instruct them to prepare and submit question paper for conducting internal examinations. The process of conducting internal examinations followed by the evaluation of answers scripts was done as per the stipulated time period.

Any grievances related to the internal examinations are resolved by the concerned subject faculty. If a student is not satisfied with this, the mentor of his/her class involves in the grievance process. The student always has a freedom to interact with the faculty and principal for any queries related to internal assessment.

The grievances like revaluation of the answer scripts, personal identification, errors in the internal marks posted in the examination branch portal are solved by the examination branch in transparent manner. In some cases the principal of the college refers the grievances related to internal marks to the university officials and request them to rectify the mistakes happened due to incorrect entries by the office presonal.

It is through this transparent and time bound mechanism that a college addresses the related grievance of the students both at the college level in internal examination at the level of University in the examinations by involving the authorities concerned and continuously corresponding with them till their problem solved. The Grievances committee of the college monitors this entire process and takes feedback from the students.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

#### Response:

Outcome based education provides the crystal clear idea about the future prospective of the particular programmes and courses. As an affiliated college does not have any autonomy to design the programmes and courses to design the The Programme Outcomes of each program along with Course Outcomes and Program Specific Outcomes are well defined by the institution. The Programme specific outcomes are designed in tune with the Programme outcomes. Principal, IQAC Co- coordinator, Academic Coordinator and the in-charges of the departments concerned will prepare well defined outcomes of the each programme and course.. They will be made available with the in-charges of the departments concerned and they will be displayed on our website. This enables the students who wish to join the college can choose the program of their needs and aspirations.

#### Programme Outcomes:

B.Sc (MPC& MPCS) : Student Possess a sound understanding of the theoretical foundation of various core subjects. Acquires analytical and logical thinking skill that is necessary to pursue higher education.

B.Sc (BZC EM & TM) : Provide the knowledge on various opportunities in pharmacy, industries, quality control , biotechnology labs.

B.Com (Gen) & B.Com Computer Applications: The knowledge of banking, insurance, advertisement, e-commerce and cost accounting,. Attains global exposure to complex commerce dynamics.

B.A (History, Economics, Political Science) : Equips the students with the basic knowledge on majors and with the understand ability on the social economical, historical and political aspects of the past, present and future. Provides in depth knowledge on the doctrines developed in the fields of majors, Mass communication, Journalism , Arch logy museums are some of the potential areas of employability.

B.A (History, Economics & Public Administrations) : it gives good employment opportunities to go for higher education and groups, civil services and other government employment sources are flinty.

File Description	Document
Upload COs for all courses (examples from Glossary)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

#### Response:

The syllabus for all the under graduate programmes offered by our institution is well designed by its affiliating university with their own objectives and methodologies to achieve the programme outcomes.. To attain the programme specific outcome of the particular course, the subject teacher uses direct and indirect methods to achieve overall objectives of the programme.

In order to measure the attainment of the objectives and outcomes of the programme, the institution simple and direct measurement tool by which each student is evaluated and assessed based on the marks obtained in the internal examinations in each semester for each subject. The other methods to measure the attainment level of students, the institution takes into account the student Assignments, Class room seminars, Study projects, the practical knowledge of the subject in the Laboratory, Industrial visits, Social service and other co-curricular activities and decides the course outcome and specific programme outcome of the students.

After declaring the semester examination result, the principal and IQAC coordinator of the college examines the progress of the various courses largely based on the result of the end semester. Annual academic report and result analysis are prepared and placed before the governing body of the college in its meeting. The principal also conducts meetings with the faculty and analysis the results lecturer wise, programme wise and course wise. Based on the overall results of all the programmes and courses the principal gives proper directions and instructions to the teaching faculty and if necessary he gives guidelines to the students for better outcome.

The objectives and outcomes of specific courses are put up in each department, college library and on the institutional website. Continuous evaluation by means of the methods, the institution considers relevant and necessary provides feedback on the efficacy of the teaching learning process and learning outcomes of the students.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 76.1

#### 2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
63	52	64	46	22

#### 2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
65	63	111	71	28

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:** 3.86

File Description	Document
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of the grant award letters for sponsored research projects / endowments	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

##### 3.1.2.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

##### 3.1.2.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
13	13	14	13	13

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste link to funding agency website	<a href="#">View Document</a>

### 3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 2

#### 3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
01	00	01	00	00

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.2 Research Publications and Awards

### 3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

Response: 0

#### 3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

**Response:** 0.18

#### 3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	1	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.3 Extension Activities

### 3.3.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

**Response:**

As Aristotle says that "Educating Mind without Educating the Heart is no Education at all". Inspired by that quotation since its inception Government Degree College, Manuguru, giving prima facie importance to the extension activities with the main aim to sensitize the students about social issues and inculcate service orientation among them. These kinds of activities help the students to attain empathetic nature and problem-solving skills.

Various Departments/Clubs/Units of the college are playing a pivotal role in organizing various Extension activities and encouraging students to participate in these activities. NSS, WEC, Social Science Club, Red Ribbon Club, Eco-Club, and Consumer Clubs are instrumental in vibrantly conducting Extension activities.

1. Blood donation camps: The College periodically conducts blood donation camps in collaboration with Health agencies and the Lions club. The students and staff actively participated in these camps for the noble cause.
2. Voter awareness: Vote is a powerful weapon in our democracy, the proper usage of that weapon

also needs to understand comprehensively. For attaining this several vote awareness programmes are conducted in collaboration with Revenue Department and Election Officials. In 2019 General Elections our students rendered their valuable services for smooth conducting of the Elections at Pinapaka Constituency, Manuguru.

3. AIDS awareness: To create awareness on control and Preventive measures of AIDS, AIDS day awareness lecture and Rally conducts on World AIDS Day.
4. With the help and mentorship of the local Judiciary, Law awareness programmes conducted to create awareness on Angiragging Laws, SHE Teams, RTI Act, Consumer Act, and Legal aid. Since the college located in Forest region Wild Life Laws and Acts awareness created to the Students.
5. Women Empowerment Cell (WEC) is being instrumental in creating awareness of Health and Hygiene measures for the girl students and staff.
6. Swacha Bharat: As per the norms and rules abide by the Government and Commissionerate of Collegiate Education Swachh Bharat activities conducted in a periodical manner to instill the concept of dignity of Labour among students.
7. Haritha Haaram: It's a prestigious programme of Government of Telangana with an aim of increase Green cover in the state. On part of this programme many saplings planted in the college campus in a phased manner.
8. In collaboration with local Disaster Management Authorities students are trained in Fire Safety techniques, Disaster Response, and Emergency First Aid.
9. The Students of the college encouraged to participate in state and National level Youth festivals to acquaint them with various cultures of the pan India.

Apart from these NSS adopts nearby villages and creates awareness on social evils like the Dowry system, Caste system and Gender equity programmes by the active participation of NSS Volunteers. In these residential programme volunteers of the college stays at the adopted village and participate in Clean & Green activities, Pulse polio awareness, assisting in the construction of metal roads. Students are encouraged to participate in Science exhibitions conducted by various institutions to carving out their creativity. The college community actively responds to contemporary social issues like corruption, Sexual abuses across the country, etc.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

**Response:** 0

#### 3.3.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00



File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

**Response:** 9

**3.3.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
03	05	00	01	00

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years**

**Response:** 19.38

**3.3.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
142	205	0	30	0

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4 Collaboration

**3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years**

**Response: 3**

**3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
02	01	00	00	00

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of linkage related Document	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years**

**Response: 10**

**3.4.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
02	06	02	00	00

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
e-Copies of the MoUs with institution./ industry/ corporate houses	<a href="#">View Document</a>

NAAC

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

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

**Response:**

Government Degree College Manuguru is extremely fortunate have a sprawling area of 5.16 acre in the heart of the city and it is well connected through various modes of transport facilities. Required facilities are updated periodically by allocating budget for the purchases and maintenance of the same. The Institution is augmenting infrastructure by taking help from local and Government organizations to keep pace with academic growth. The availability of spacious and well-ventilated classrooms, computer lab, science laboratories, seminar-hall and furniture facilitates the perfect academic ambience for teaching and learning processes. Part of restructured budget is utilized for the construction of additional class rooms in order to accommodate the increasing strength of the students year by year by taking a resolution in the Staff Council meeting. The college is augmenting infrastructure by using funds released by agencies like Integrated Tribal Development Agency (ITDA), Commissionerate of Collegiate Education (CCE) & The Singareni Collieries Company Limited (SCCL).

The college computer department helps to enhance ST/rural students to enhance learning space. Library and Wi-Fi facilities in the campus for all the faculty and students to update knowledge in all aspects. ICT methodology is adopted for teaching in the classrooms. Seminar Hall of the college used for Mini seminars, quiz, group discussions, awareness programmes, cultural activities, motivation classes, science exhibitions, various special days awareness programmes. A neat lengthy corridor is available on all building front sides of the campus which is used for conducting studyhours. The college has six well equipped laboratories for the computer science, JKC, Physics, Chemistry, Botany and Zoology for conducting practical's and practical examinations.

Three LCD Projectors are used for teaching – learning process by using PPTS/ Internet with Wi –Fi facility is available in the campus. A smart board / virtual classroom purchased through CCE and installed in the college for expand the learning horizons of the students. MANA TV provides online lectures to students on various topics from 10 am to 4 pm every day. R.O water plant installed for providing hygienic water. The College equipped with the following facilities which are mentioned below.

S.NO	DESCRIPTION	NUMBER	
1	Building blocks	3 Blocks with G+1 staff room 1 &	
2	Class rooms	10	
3	Seminar Hall	01	

4	Computer Lab	01	
5	Chemistry laboratory	01	
6	Physics laboratory	01	
7	Botany Laboratory	01	
8	Zoology Laboratory	01	
9	Distal class rooms	02	
10	Virtual class room	01	
11	Mana TV	01	

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

##### Response:

To refine the student's talents and capabilities the college periodically purchased required Sports & Games and Cultural activities material to encourage them to participate in Sports & Games at various levels.

- **SPORTS:** The College has always forefront in encouraging and promoting sports and games. Since its inception in 2008 the college has been encouraging the students to participate in various inter – university and university level tournaments. The college is proud to produce skilled sport persons for participating in various university level tournaments. Our college provides facility to indoor and outdoor games to the students.
- **Outdoor Games:** A spacious 5.16 acre play ground is available for outdoor games like Cricket, kabbadi, kho kho , Volley ball and Badminton.
- **Indoor Games:** Indoor games like chess and caroms are provided to the students in the College campus with the financial assistance of CCE. This institution won gold medal 1st place in YUVATARANGAM – 2016 for men in 100 meters running competitions state level.
- **Gymnasium:** we are planning to make available in this academic year.
- **YOGA:** for physical and mental health being yoga classes are conducted regularly for staff and students. WEC and incharge of sport facility, pyramid spiritual society heart fullness voluntary organization are involved in providing yoga and meditation skills.
- **Cultural Activities:** The College has been regularly participating in collegiate, inter – collegiate competitions. The students of the college excelled in 11th National Tribal Youth Festival January -2019 at Jammu organized by Nehru Yuva Kendra, Ministry of Home Affairs, Central Govt. of India.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

**Response:** 100

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 3

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

**Response:** 81.46

##### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
10.83	2.0	10.37	10.97	17.07

File Description	Document
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

**4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

Due to the shortage of sufficient space right now the library is confined to the small room. The Library consists of numerous reference and rare books. In the newly constructed additional room's special provision for the library provided. The college Staff Council of the college resolved to automation of the library at earliest. The library is being remodelled by procuring study materials for all kinds of competitive exams.

Being a tribal area, books were collected especially for all the competitive exams available in the library to access for the students who are preparing for competitive examinations like UPSC, TSPSC, RRB, IBPS etc., Further Alumni of the college has taken a noble initiation to collect and procure rare books and reference books for strengthening the library.. The computer facilities will be used to make free books available to students online. The aim is to make available all kinds of information through the library that students needed. Daily News Papers were specially arranged for reading purpose. The power backup was set up for to avoid inconvenience due to power fluctuations. The college authorities requested Collegiate Education, Government of Telangana to provide financial assistance to procure INFLIBNET and e-learning resources.

**Facilities available in the library:-**

- 1.684 Reference and Telugu Academy books are available in the library.
2. A Computer facility and internet facility has been set up for reading e- books for freely available.
3. Convenient arrangement has been made for reading newspapers.
4. Books were procured from ITDA under Tribal Education Fund.
5. Rare books collection was undertaken there with the help of alumni and faculty.
7. All locally available job opportunities, State Government and Central Government job advertisements will be communicated to the students through special notice board.
8. Students will be informed about the material details required in accordance with the preparation for various jobs.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

**4.2.2 The institution has subscription for the following e-resources**

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** D. Any 1 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**Response:** 0.18

**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0.899	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the last completed academic year**

**Response:** 11.74

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

**Response:** 50



File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 4.3 IT Infrastructure

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

#### Response:

Our institution constantly upgrading itself by procuring latest IT facilities for effective implementation of ICT based Education

§ The college has sophisticated computer lab

§ The college has 3 LCD projectors

§ MANA TV facility set utilized for view the digital classes of T-SAT and NIPUNA education channels. CC camera surveillance is provided in the college campus for maintaining safety and security of the students and campus.

§ · Wi-Fi facility is made open to both faculty and students for acquiring knowledge materials and to pursue MOOCS courses.

· For better understanding the faculty is provided with Audio - visual aid which facilitates multimedia teaching.

· ICT resources are utilized by TSKC to conduct Spoken Tutorial certificate courses in association with IIT MUMBAI.

· The college has always been placing the student centric the teaching learning process.

· The college has a virtual classroom to facilitate more IT based visual mode of learning

§ · The lecturers are provided frequent training from time to time for updating of knowledge on ICT

§ Utilization by Computer Science faculty and CCE Video conference programmes. Institutions like Infosys, IIT Mumbai etc.

· The institute upgrades infrastructure, software and updated PCs with the latest

Configuration.

· WI-FI is provided to all the staff and students (Password Protected).

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 15:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Student – computer ratio	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution

**Response:** B. 30 MBPS – 50 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

**Response:** 18.54

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

2019-20	2018-19	2017-18	2016-17	2015-16
1.70	1.31	1.97	1.59	2.09

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

##### Response:

Our institution has a well established system for maintaining and utilizing Physical, academic and support facilities.

##### Physical Facilities:

The Telangana State Government through the CCE sanction budgets based on requirement of students. The first building complex of 8 rooms constructed with the SHAPE (Surrounding Habitats Assistance Programme) grant of 50 lakhs from SCCL (The Singareni Collieries Company Limited), Manuguru in 2014. In 2017 collector of Bhadrachalam sanctioned rupees 1, 95,000 for the procurement of R.O purified plant to provide the safe drinking water for all the stake holders of the institution. Later ITDA (Integrated Tribal Development Agency) – Bhadrachalam provided 6 rooms worth of 60 lakhs in 2018. Recently DMF (District Mineral Foundation) Fund, Bhadrachalam District sanctioned 80 lakhs rupees for 5 additional rooms. This new building is at final stages of completion. Major maintenance works are carried out by the Government agencies like R&B, ITDA & PR Departments.

##### Academic Facilities

Academic facilities like laboratories and computers are maintained through the budgets released by..

- The Government of Telangana, through the Commissioner of collegiate Education, Telangana, Hyderabad.
- The Laboratory equipment, electronic equipment is maintained and repaired when the need arises by the hired technicians.

- As per the requirements of the students, purchases are made as and when the budgets are released by the state Government, CCE through the Restructured Budget.
- Every department maintains a stock register for the available equipment and furniture, stock verification is completed by 31st March Every Year.
- Stock purchased is entered into stock registers Head of the institution and Head of the department authenticate the stock registers after checking the stock entries.
- Consumable and non-consumable articles are maintained in the separate Stock Registers.
- Articles serviceable are required and re used after service and non – servable are write after staff resolution.
- The college takes up calibration and other precision for the equipment at the end of every academic year or by 31 March. Basing on the stock registers necessary repairs and alternatives are taken up by hired technicians. Equipments and instruments are maintaining in good condition and ready for use for the next batch.
- Bore well water is available in campus which is used for all purposes.RO water treatment Plant is established for providing safe good quality water for dirking purpose.
- Banking ,ATM Center ,Mee Seeva Center, Bus Stand, Students Hostels for both girls and boysand Post office arelocated nearby campus.

**Support Facilities:**

- Support facilities like games and sports, indoor games room, are maintained by regular verification and repairs.
- Purchase committee, building committee and garden committees make resolutions for the purchases, constructions, repairs, renovation and maintained of physical, academic and support facilities by utilizing available budgets.
- The Samithi singaram Gramapanchayathi authority and local administration often extended their services in keeping the Campus Clean and Green.
- The NSS volunteers of this college also extended their service to keep the class rooms and campus clean.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

NAAC

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 55.76

##### 5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
261	161	206	265	207

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 8.43

##### 5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
33	33	33	33	33

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** B. 3 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

#### 5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

**Response:** 22.3

##### 5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
65	95	90	95	90

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** E. None of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 5.17

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
0	04	04	0	09

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 34.29

#### 5.2.2.1 Number of outgoing student progressing to higher education.

Response: 36

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations



during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 5

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	0	0	0

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	04	04	0	09

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 4

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
03	01	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

#### Response:

Government Degree College, Manuguru consists of the highest percentage of students comes from the tribal areas of the region. As per the college rules in vogue student elections are not permitted to select a student council in a elected manner. However student's nominee is placed in every committee of the college to encourage the student participation an administration, curricular, co-curricular and extracurricular activities of the college. Along with this two Class Representatives (One boy and One Girl) from the each class to represent the issues related to their respective class. The representation of the students in college committees vindicates the democratic nature of the college. The students rendering their services in admission campaign drive, admission process, examinations, scholarships.

Students of the college are playing a main role in conducting co-curricular extra-curricular activities in the college. Field trips, Industrial visits, quiz programmes, debates and discussions are meticulously planned and implemented by the students with the guidance of faculty. Without the students support and involvement conducting extracurricular activities literally impossible. The students of the college patiently aiding the faculty in conducting extracurricular activities like Youth festival, Unity rally, AIDS day awareness, Voter day awareness etc. The students of the college participated in 11th Youth Festival at Jammu & Kashmir in 2019 and secured first prize in folk dance. From many years the students of the college bagged many prizes and medal in the "YUVATARANGAM" (Annual Youth Festival conducts by the Collegiate Education). The participative role of students in these activities intended to inculcate the leadership skills and service attitude. The alumni association of the college is guiding the current students for effective implementation of curricular and extracurricular activities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 2.8

#### 5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution

**participated year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
3	3	3	3	2

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**5.4 Alumni Engagement****5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services****Response:**

Since its inception in 2008, Government Degree College, Manuguru was produced so many fruitful students. As a nascent institution, it has faced many difficulties in structural aspects, in addition to financial difficulties. The origin of the Alumni formation started with the casual gathering of the first three batches of the students in 2013. In this meet, the former students of the college interacted with the principal and staff of the college and discussed various college issues, and suggested some inputs for strengthening the college admissions, measures to augment infrastructure, and an action plan for the formation of the alumni association.

Although the formal alumni association is not present, the former students are constantly playing a participative role in inclusive college development. At the initial stages, the college runs in the sheds provided by the Government Junior College (GJC), Manuguru. After the sanction of the SHAPE (Surrounding Habitats Assistance Programme) grant from SCCL (The Singareni Collieries Company Limited) for the construction of the college building complex, land procurement became a big hurdle. To overcome this alumni group played a pivotal role in the procurement of over five acres of land from the state government at the heart of the city.

The alumni association was formed under the stewardship of Sri B. Srinivas, Principal as a Chairman. to coordinate the alumni association activities a committee is constituted with Dr.S.Ramesh Babu as a Convener, Sri Anil Kumar Jupudi as an advisor, and Sri P. Bhaskara Rao, Sri E. Ashok Sivakumar as faculty members. It is planned to hold alumni meetings once every year to continue as a plan of action (POA) also prepared to register the alumni association. The official meeting of the

Alumni Association was once held on 19th January 2019 where the former students belong to various batches attended the meeting shared their emotional bondage with the college. In this meeting ad-hoc alumni association committee formed with the former students in a democratic manner. By using the social media apps the chain of alumni strength increases day by day and also helps to disseminate the alumni activities.

The alumni students who associated with the political parties always proactive to represent the college issues at competent authorities like ITDA (Integrated Tribal Development Authority) and SCCL (The Singareni Collieries Company Limited) for fundraising. Sanction of college Building Complex-II by ITDA was the result of alumni efforts.

Some of the alumni members of the association are assisting in paying the required examination fees to the poor students as well as making the most crucial contribution in donating the library books and study materials to the students. Alumni meets are frequently organized to share the former students' academic and job experiences with the current students. In a brief, our alumni are significantly playing a vital role in college progression and development with their structured feedback, mentoring and financial assistance. This creates a niche in which students and staff can work with their full flair.

NAAC

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 5.4.2 Alumni contribution during the last five years (INR in lakhs)

**Response:** E. <1 Lakhs

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

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

**Response:**

Government degree Manuguru is one of the best colleges in the list of newly established colleges in erstwhile state of Andhra Pradesh in 2008. As it has an appreciable student strength, infrastructure and own building for fulfillment of the college vision and mission. The leadership strives to maintain a good academic ambience to impart quality and value based education. All the staff is free to participate and gives their advice in policy formulation and decision making.

The Governing body is the executive authority, which involves in all the policy matters of the college and formulates guidelines as per the rules and regulations of the Commissionerate of Collegiate Education (CCE), Government of Telangana. The governing body headed by the Principal and consists of regular teaching and non-teaching staff as members. The Staff council is of the college headed by the Principal as the Chairman and all the faculty of the college as members. Staff council conducts meetings periodically for planning and implementation of activities of the college. For effective leadership and implementation of academic activities the college maintains college level committees, all the committees headed by the coordinators.

The college has grievance and redressal mechanism which provides an open platform for students to give their grievances, there is feedback mechanism which helps to know the pros and cons of teaching and academic activities.

The constructive Mentor-Mentee system of the college helps to monitor overall progress of the students. In this regard the faculty maintains communication with parents through meetings at regular intervals and taken feedback from them.

The Commissionerate of Collegiate Education (CCE) education instituted annual academic and administrative audit system to evaluate the qualitative aspects of the college. Every year the Academic Audit Team visits the college and verifies the academic and administrative records and gives suggestions in required area. Based on these suggestions the college submits the Action Taken Report (ATR) for the implementation of given suggestions. The staff of the college are enthusiastically working for the all round development of the college.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

#### **Response:**

Government Degree College, Manuguru practices the participative management by involving the governing body and the staff council in academic, administrative and financial affairs. Staff council meetings conducted periodically to take important decisions and make resolutions in all the aspects.

Decentralization policy of the college enables every staff member of the college to participate in college growth and development. The college level committee system which helps in successful execution of college responsibilities which are assigned to them in an effective and time bound manner. The committees are headed by the coordinators, supported by the members. These committees have freedom in decision making with respect to their tasks. This decentralized mechanism leads to participative management as all the staffs are involved in administrative, academic and decision making.

The college constituted numerous Committees for various roles and responsibilities. Some of them are IQAC & NAAC Committee, DRC Committee, Examination Committee, TSKC Committee & Placement Cell, NSS Committee, Discipline Committee, Women Empowerment Cell, Library Committee, Sports & Games Committee, Career Guidance, Cell Anti Ragging Committee, Cultural Activities Committee, Health Club Committee, Haritha Haram & Gardening Committee, Eco Club, Social Science Club, Consumer Club, Red Ribbon Club etc. Departmental committees are also framed headed by the department heads, these committees look after the departmental activities following the action plan submitted on the starting of the academic year. All these committees conduct meetings periodically depending in the works assigned to them; some students are also involved in all the committees.

Some temporary committees are also framed for execution of specific tasks like Yuvatharangam committee, Fresher's day committee, College annual day committee etc, these committees has to execute the work assigned to them and submit the report to the principal in a stipulated time period. Necessary records are maintained by all the committees concerned. This decentralization and participative management improves the responsibility, accountability, transparency and efficiency of staff and students in the college.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

The institution provides quality education to students with a strategic plan of increasing infrastructural facilities, academic facilities and research activity. Appropriate budget will be planned for the implementation of strategic plans.

#### Strategic plans and resolutions made in last five years:

##### Infrastructural facilities:

1. Establishment of Computer lab - deployed
2. R.O plant- deployed
3. Mini transformer-proposals sent –accepted by CCE-Transferred amount to TSNPDCL-waiting for installation
4. Ten additional classrooms- proposals sent to district collector- funds released through collector DMF funds- Construction is in progress

##### Academic facilities:

1. Ceramic green boards- deployed
2. Establishment of digital class rooms-deployed
3. Virtual classroom-deployed
4. Mid-Day Meals at the time of Examinations
5. Podiums-proposals sent

#### A case study in establishment of R.O Plant in the institution:

Government Degree college, Manuguru situated in agency area and many students come from the nearby villages and they take their lunch in the college premises, hence they badly need purified drinking water. This problem discussed in the staff council and resolved to try for the funds from the available sources. The Principal and staff secretary met the district collector and discussed about the problem faced by the students and appealed for R.O Plant the district collector responded and issued funds from Collector DMF funds for purchase and installation of R.O plant. The college Principal and staff council are thankful to the Collector for solving the drinking water problem of the students in the college.



**A case study in construction of additional class rooms:**

The continuously increasing courses in the college resulted in shortage of classrooms. We presented this problem with the district collector, and succeeded in sanctioning 80 lakhs rupees for 5 additional rooms from DMF (District Mineral Foundation) Fund. This new building is now at the final stages of completion.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

The college has a unique organization structures defining the delegation of authority from the higher level management to the lower level employees. The Governing body headed by the Principal is the highest executive authority for administrative, academic and financial matters. The Vice-Principal assists the Principal in managing these tasks. The governing body has the authority in appointment of temporary staff or guest faculties in the college. The IQAC wing of the college constantly monitors the qualitative aspects of the college and issue directions to the all sections, departments and committees for proper implementation and documentation of the role assigned to them.

The administrative wing also headed by the Principal and the non-teaching follow all the instructions given by the Principal. The administrative wing hierarchy is well defined so that the delegation of authority is perfectly done. All the duties and responsibilities are clearly defined for all the employees in the administrative wing and timely response will be given to the Principal for the work assigned to them.

The academic wing headed by Principal and staff council secretary plays a vital role in academic, administrative and financial matters. Various committees are framed and headed by the co-coordinators to look after the functioning of the committees, all the departments are headed by the department heads to look after the departmental activities like curriculum planning and implementations, academic sessions etc.

**Service rules and Procedures:**

The staff recruitment and promotions will be done in accordance with the rules and regulations of Government of Telangana, UGC, and the roceedings are given by the Commissioner of Collegiate Education, Telangana from time to time.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**6.2.3 Implementation of e-governance in areas of operation**

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**6.3 Faculty Empowerment Strategies****6.3.1 The institution has effective welfare measures for teaching and non-teaching staff****Response:**

The college follows the welfare measures for teaching and non teaching staff as per the Government of Telangana and UGC and MHRD norms.

1. Leave rules for teaching and non-teaching are followed as per the guidelines given by the Telangana Government.
2. Medical reimbursement facility is available to the employees and their spouse, children, followed by the guidelines of telangana government.

3. Cashless medical treatment is given to the employees under Employee Health Scheme (EHS).
4. Travelling and Dearness allowance will be given to the employees for attending trainings, national and international seminars etc.
5. Employee appointed before 2004 are eligible for GPF (General Provident Fund), GPF loans and pension benefits.
6. Employees appointed after 2004 are eligible under the benefits of New Pension Scheme (CPS).
7. Housing loan facility is available to the employees as per the guidelines of Telangana Government.
8. TSGLI- Telangana State Government Life Insurance Scheme is a mandatory insurance scheme for all the employees to ensure protection for the families of the deceased Govt. employees and to augment their resource at the time of retirement.
9. Group Insurance Scheme (GIS) - The Scheme is intended to provide for State Govt. employees at a low cost and on wholly contributory and self financing basis, the benefits of an insurance cover to help their families in the event of death in service and a lump sum payment to augment their resources on retirement.
10. Maternity and Fraternity Leave
11. Medical leave
12. Encouragement of the faculty to participate in Refresher Courses (RC), Orientation Courses (OC)
13. FIP's (Faculty Improvement Programmes) and Faculty Development Programmes.
14. Earned Leaves (EL's)
15. Salaries are regularly paid through Bank only.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### **6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.**

**Response:** 18.36

#### **6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and**

**towards membership fee of professional bodies year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
09	00	01	00	00

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years****Response:** 0**6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres)	<a href="#">View Document</a>
Reports of Academic Staff College or similar centers	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).****Response:** 20.36**6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation /**

**Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
09	00	02	00	00

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff****Response:**

The institution has a constructive appraisal system to the teaching and non-teaching staff. For the appraisal of the teaching faculty UGC norms are taken into the consideration. The procedure for appraisal of principal and teaching staff is measured by the teaching and contributory role in the administration. The principal's performance appraisal was measured by the Academic Administrative and development performance indicator (AADPI). API forms play a key role in Performance Appraisal System by regularly monitoring the administrative and academic activities of the college. At the end of academic every faculty has to submit API (Academic Performance Indicator) to the principal. Further the IQAC and principal scrutinizes the API score and submits to the collegiate education for further action. The Performance of the Contract & Guest faculty of the college was appraised by the percentage of result in their respective subjects Examination Committee conducts regular meetings on the results of all the departments and imparts suggestions for improvement of results. Adopting and acclimatizing of the innovative practices and pedagogical methods also taken into the consideration for the appraisal of the teaching faculty. The staff attends trainings like Refresher Course and Orientation course in different universities, and it is compulsory for all the teaching staff to go for the next AGP.

- Every year API scores of the entire faculty will be calculated to measure the performance of the teaching staff.
- These API scores will help at the time of promotions in the service.
- Poor performance in API scores or in results may lead to transfers, punishments etc.

The performance of the Non-teaching staff was appraised by their active role and participation in administration of the college. Proper maintain of the office records, inward and outward entries, trainings in administration, e-Governance and proper disposal of the RTI issues also taken into the consideration. The rules and regulations, the instructions and guidelines of the Government of Telangana are applicable to

the service matters of non-teaching staff.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

The college conducted internal and external audits annually. Through instructions given to the all the sections dealing with the financial matters to update their entries and duly signed by the competent authority. At the end of financial year the principal constitutes a committee headed by the commerce faculty to audit all the financial aspects of the college. The committee scrutinizes the cash book entries and report any discrepancy found in them. The financial accounts and bank statements of admission fees, scholarship section, NSS & examination fees are thoroughly audited by the committee. Financial details of Utilization of funds for procuring lab materials and infrastructure facilities also audited. The audit report submits to the principal for further action. The IQAC wing conducts staff council meeting to resolve the matters raised by the Audit committee. In this regard the committee verify the all the entries in the stock registers. The Regional Joint Director (RJD), office conducts financial audit at regular intervals.

The income tax returns of all the employees are also verified by the internal committee constituted for that purpose. The college done regular TDS (Tax Deduction and source) in time and the IT returns will be sent to the Auditor for external verification and e-filing.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

#### Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

##### Response:

All the Government Degree Colleges in the state of Telangana monitored and directed by the department of collegiate education. The faculty of the college comes under various salary types (UGC scale, State scale, Contract, Guest and Outsourcing). The DDO of the college do the salary bills and sent to the treasury after scrutinizing the all the service matters. The college receives all kinds of budgets from the Commissionerate of Collegiate Education (CCE), Government of Telangana. The college receives quarterly budget for every 3 months to maintain the academic and infrastructure facilities of the college. For effective mobilization of funds released in the quarterly budget the college appointed a purchase committee to monitor the allocation of the budget and purchasing of amenities. There is a special budget allotted to give salaries to the TSKC Mentor, following the recommendations from the principal and TSKC coordinator. The NSS unit of the college receives budget from Kakatiya University for conducting Regular and Special camp activities. After completion of these activities the audited bills submitted to the university. Yuvatarangam budget utilized for the students to participate in college, cluster and state level activities.

The accumulated fund of the college utilized for augmenting infrastructure and academic facilities of the college with due approval from the collegiate education. With this fund the college recently augmented Electricity transformer, Virtual class room and Laboratory chemicals.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

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

##### Response:

The Internal Quality Assurance Cell (IQAC) of the college established in 3rd November 2014 with a primary objective of enhancing the academic and administrative quality parameters. The IQAC is the apex body of the college to look after all the qualitative issues of the college. IQAC cell involves in the every academic and administrative policy and suggest necessary measures in this regard.

The IQAC monitors the each departmental performance and directs them to submit all the departmental related activities for the record purpose. Each and every committee of the college conducts the co curricular and extracurricular activities in collaboration with IQAC. The cell periodically takes feedback from the all the stake holders to measure the implementation of quality parameters in the college.

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

The IQAC team of the college periodically scrutinizes the teaching learning processes of the colleges. All the academic records like Teaching Dairy, Annual Curricular Plan and Teaching notes. The cell is continuously striving for to make a constructive plan for procuring the infrastructure and academic facilities. With these effects now college garnered permanent building complexes with ICT enabled classrooms. The faculty of the college encourages the faculty to participate in ICT teaching skills to blend the traditional academic curriculum with ICT based education. To meet the electricity needs of the college a special transformer installed in the college premises with the relentless efforts of IQAC. As a Government institution majority of the students comes from the rural poor background with limited resources. To address this problem the IQAC cell successes in procurement of the RO plant and implementation of the Mid Day Meals programme in the college.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**6.5.3 Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality intitatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**



**Response:** B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

NAAC

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

##### Response:

Imparting the Social inclusion and Gender equity are among the core principles of the college. While augmenting the infrastructure element of gender equity also takes into consideration. The college adopted zero tolerance policy with respect to any sort of discrimination. The college adopted certain measures for the promotion of Gender equity.

- a) Safety and Security
- b) Counselling
- c) Common Room
- d) Day care centre for young children

##### a) Safety and Security:

The college monitors every nook and corner of the college using Strong Surveillance systems both outside and inside of the college premises. Entire college is surrounded by compound wall of above 6 feet height. The college timings are set from 10 AM to 4:30 PM in view of limited transport facilities for the students of remote regions. To avoid ragging Anti ragging committee is constituted in the college to address the. Ragging and sexual harassment consequences placed at Notice boards as per the UGC-MHRD guidelines. Proper login details of outsiders inside the campus maintained for better security. The Police authorities patrol the campus before and after the college hours. Day and Night shift watchmen continuously watch the campus. Internal security is not essential as all students are girls. Safe and secure learning environment is created for girl students in the college with specific reference Installed CCTV cameras at vantage points to ensure a safe and secured environment in the college. All the CCTV cameras footage recorded in live and accessed from any place. We conduct frequent interactive sessions with SHE teams of Telangana Police sensitizing the students and staff with consequences of eve teasing and harassment. When Hawk Eye app was launched by SHE teams, college organized awareness programmes on its usage in critical times.

##### b) Counselling:

Since majority of the college students belongs to the vulnerable sections marginal communities of the tribal society there is a dire need to counsel them to boost their will power and confidence levels. The Mentor-Mentee system and Grievance cell of the college taken the responsibility to mentoring and counsel the students in a needy situation. Utmost care was taken to maintain secrecy when dealing with the personal problems of the students. Each department conducts special orientation with regard to the curricular

matters. Counselling is intended to encourage the students to report at earliest as and when they encounter any type of problem. These measures relieve them from mental agony and discontinuation of studies. The complaints received by the grievance cell will be dealt with in a sensitive, equitable, fair and timely manner. Grievance Cell will resolve the specific problems of girl students.

**c) Common Rooms:**

The College has separate ladies waiting room and women faculty staff rooms Ladies Toilet complex available behind the science complex of the college.

**d) Day Care Center for young Children:**

Right now there is no special provision and space for day care center for young children in the college. But in the newly constructed college complex we are planning to provide space for day care center.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Annual gender sensitization action plan	<a href="#">View Document</a>

**7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures**

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** D. 1 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)**

- Solid waste management

- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

**Response:**

The institution has taken various initiatives to keep campus clean and green. Effective waste management strategies implemented in college for safe and sustainable degradable and non-degradable waste disposal. The college maintains ISO 9001-2015 standards for management of waste.

**Solid Waste Management:**

The college generates Solid waste in the form of waste papers, solid food particles, snacks packaging covers disposable plates & glasses. The Class Representatives (C R) of the college responsible for the collection of waste from their respective class. The NSS volunteers of the college collect the solid waste in the college premises. The collected solid waste separated into degradable and non degradable waste. Degradable solid waste particles dumped in pits to produce compost which is utilizes as manure for the plants. Non-degradable solid waste materials like plastic, polythene covers are disposed to the Gram panchayat dumping yard.

**Liquid Waste Management:**

The waste water generated from the RO (Reverse Osmosis) facility of the college turns into the newly planted saplings. The water used by the students and staff of the college for their routine purpose channelized into a separate water pit to maintain the water table. The college has a proper sewage system, which is regularly cleaned and well maintained. In a rainy season separate rain water pits arranged for the collection of the rain water.

**E-waste Management:**

Improper disposal of lead batteries and electronic items poses a potential threat to the environment. Hence the college takes utmost care for proper disposal of e-waste. Separate dustbins are placed in the college to collect e-waste and sent them to the recycling vendors. These measures can play a significant role in reducing heavy metal pollution.

**Waste recycling system:**

The college believes Recycling of the waste is the key component for sustainable development. In this regard solid waste converted into manure, liquid waste used for watering of the plants and improve water table of the campus. Proper disposal of the mobile batteries, plastic, electronic gadgets enables re usage of e-waste and reduces environmental pollution.

**Hazardous chemicals and radioactive waste management**

As an academic institution the college doesn't produce any Hazardous chemicals and radioactive waste. The chemical waste produced from the science laboratories released after adjusting to neutral PH.

File Description	Document
Geotagged photographs of the facilities	<a href="#">View Document</a>
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

**Response:** C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.5 Green campus initiatives include:

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

**Response:** Any 4 or All of the above

File Description	Document
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>

#### 7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit

- 4.Clean and green campus recognitions / awards**  
**5.Beyond the campus environmental promotion activities**

**Response:** E. None of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### **7.1.7 The Institution has disabled-friendly, barrier free environment**

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

**Response:** C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### **7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

As Dr B.R. Ambedkar quotes “**Purpose of education is to Moralise and Socialize the People**”. Inspired by this quote the college imbibes the core principles of secular and social inclusion since its inception. To manifest “Unity in Diversity” the college celebrates all religious and local festivals in a pleasant atmosphere. The college follows equality policy irrespective of caste, creed, sex, religion and gender. In this regard college celebrates all religious and cultural festivals to promote the religious tolerance among the stake holders of the college. Since majority of the students belongs to tribal and down-trodden section of the society, scholarship committee continuously monitor and resolve the matter which is related to the scholarship process. Our college is a good opportunity to share the knowledge of customs and traditions of tribal cults of the region. The tribes of this region have a different language dialect, which provides a unique opportunity to study the origin and evolution of those ancient languages. The students participate Sammakka Sarakka Jatara (Medaram jatara) a mass congregation event of lakhs of pilgrims’ in the vicinity of Manuguru. Our college students showcased their talents by participating in zone level, district level and state level folklore exhibition competitions.. About 40 students of our college participated in the Eleventh

Tribal Youth Festival-2019 organized by the “Nehru Yuva Kendram” Centre”, Government of India and bagged medal and cash award in cultural competitions. It is a matter of pride that such programs expose a wide range of such skills inherent in students and glorify the college image at National level. The college annually organizes International mother Language day and Telugu Language day to disseminate knowledge on the importance of mother language and respecting of other languages. Solidarity is a top priority in our college and special arrangements are being made for it. Teachers are specially taught tribal students who are coming to the urban area for the first time to learn the academic and life skills. For effective learning process of the student the college has an ambience of health Teacher and Student relations to focus on each and every student. The college faculty has successful in creating an atmosphere of equality in the students hostels associated with the college by regular visits to the hostels.

File Description	Document
Any other relevant information.	<a href="#">View Document</a>
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

#### **7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

##### **Response:**

The college takes its moral responsibility to inculcate constitutional spirit, rights and responsibilities among the staff and students. The academic curriculum of the college blended with the subjects related to constitutional role of citizens. The college is observing regular prayer to promote national integration, discipline and social equity. Each day one student has to gather the information on current affairs, news, motivational slogan and deliver in the prayer. Apart from this the NSS unit of the college organized several programmes like constitution day, Voters day, Human Rights day, Rashtriya Ekta Diwas (National Unity Day) to disseminate knowledge on constitutional obligations among the staff and students.

Special Lecturers are arranged on fundamental rights, duties of the citizens to aware the rights and duties of the citizens. Since 2015 we are celebrating Constitution Day to remind origin and evolution of the constitution and praise the unique qualities and greatness of the Constitution. The NSS volunteers of the college actively participated in voter awareness programmes and rendered their voluntary services in various elections. In collaboration with the state and district election authorities the NSS wing of the college organized special camps on enrolment of voters and cVIGIL App. To inculcate the spirit of national integration unity rally conducted every year on Rashtriya Ekta Diwas (National Unity Day). On Human Rights Day special programmes are conducted about the importance of the Rights in Human life. In this occasion video documentaries related to the Human Rights in the contemporary issues.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View Document</a>

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** C. 2 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

Our college thrives to blend academics with the society. The various clubs (Eco-Club, Red Ribbon Club, and Social Science Club) and cells (NSS, Women Empowerment Cell) of the college organize national and international commemorative days, events and festivals as per the Academic Calendar schedule given by the Commissionerate of Collegiate Education (CCE). As part of this, numerous activities conducted in the college during last five years. This kind of activities creates awareness on importance and core philosophy of various national and international days.

**National Youth day** (January-12th): To aware youth role in changing society and Nation Building

**National voters day** (25th-January): To aware the register the vote and voting process.

**January 26:** - Republic Day of India will be celebrated in the college with National spirit.. The principal, staff and students of the college participates in this occasion. The college is beautifully decorated and



special cultural programmes are organized. The students are then presented with cultural, sports related prizes. The program concludes with the distribution of sweets to students.

**International Mother Language Day (21st-February):** To aware the importance of native mother language.

**International Women's Day (8th-March):** To promote women empowerment and social equity.

**World Forest Day (21st-March):** To create awareness on importance of forest resources for human life and environment.

**International Day for Biological Diversity (22nd-May):** To create awareness on preservation of biological diversity for sustainable environment.

**World blood donor day (14th-June):** Conducts blood donation camp in the college.

**International Yoga Day (21st-June):** Impotence of yoga and meditation in healthy life style.

**World Population Day (11th-July):** To create awareness on population dynamics with reference to India.

**International Youth Day (12th-August):** Youth day pledge taken by the students for universal solidarity

**Independence Day (15th-August):** To promote national integration among the stake holders of the college

**Telugu Language Day (29th-August):** - August 29 this is Mother Language Day and September 9 Telangana Language Day is celebrated in the college for glorifying Telugu language.

**Teacher's Day (5th-September):** - This program is organized by the college students as organizers. It is a matter of priority for students to honour the faculty for their relentless academic services.

**International Literacy Day (8th September):** Importance of literacy in Social inclusion.

**NSS Day (24th-September):** To inculcate the spirit of social service.

**International Day of Non Violence (2nd-October):** In this UN (United Nations) recognised day special lectures are arranged on the importance of peace and non-violence.

**National Unity Day (Rashtriya Ekta Diwas) (31st-October):** To promote the concept of "Unity in Diversity"

**National Education Day (11th-November):** Educational Debates and Discussions are organized on Educational Policies.

**Constitution Day (26th-November):** To create awareness on Constitutional obligations like Rights, Duties and responsibilities.

**World AIDS Day (1st-December):** To create awareness on HIV and sexually transmitted diseases.

**Human Rights Day (10th-December):** to create awareness on universal Declaration of Human Rights (UDHR) 1948.

**National Consumer Day (24th-December):** To Create awareness Consumer rights.

The college celebrates Vinayaka Chavithi, Semi Christmas, Batukamma (Telangana state festival) for promoting communal harmony.

File Description	Document
Geotagged photographs of some of the events	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 7.2 Best Practices

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

**Response:**

**Title of the Practice:**

*‘Mid Day Meals Scheme’*

**Objectives of the Practice:**

Mid Day Meals Scheme introduced in the college with the following objectives.

- To ensure maximum attendance
- To make the students attend remedial and coaching classes
- Ultimately to ensure good results
- To supplement nutrition rich food to the girls who are found anaemic upon medical examination.

**Context:**

Due to the financial problems most of the students does not bring lunch box and they are not attending the afternoon classes this will impact their academic standards to avoid this Mid Day Meals started on 20.09.2018 at our college in collaboration with Lions Club, Rotary Club & Vasavi Club.

As most of our students come from rural areas, marginalized sections of society and with meager economics resources. The students start to the college at early morning from their far away homes. By the afternoon the energy levels of the student’s drained and they are not able to listen the lessons in an effective manner. To address this problem this Mid Day Meals Scheme introduced in the campus. To

identify the anemic girl students a medical camp was conducted and provided eggs and fruits for detected anemic students.

### **The Practice:**

For effective and smooth implementation of this scheme college set up a steering committee comprising of the faculty, alumni of the college and local philanthropists. The committee done a tremendous job in terms of procuring financial resources and raw food materials for fulfill the basic needs.

During this scheme period the staff and students of the college distributed the works like bringing the vegetables, maintain the provisions which are essential for successful implementation of Mid Day Meals. The steering committee prepared a menu list for each day and prepares food accordingly. Each day one donor provided the financial assistance of that session.

### **Evidence of Success:**

The Students attendance enormously increased due to this Mid Day Meals Scheme. Apart from this students are attended the afternoon academic sessions with full of enthusiasm and energy. Increasing pass percentage of the students vindicates the success of this scheme.

### **Problems Encountered and Obstacles faced:**

There are no major hurdles are encountered while implementation of the scheme. Some minor problems like equal distribution of the food, and management of excess food handled smoothly. The excess food was channelized to nearby old age homes and orphanages.

### **Title of the Practice:**

*“Distribution of Clay Vinayaka Idols to the local people”*

### **Objectives of the Practice:**

To create environmental consciousness among the local people and aware them about the dire consequences of the usage of the plaster of Paris and chemical colour's.

### **Context:**

On the eve of Vinayaka Chavithi every year giant Vinayaka idols are made-up of plaster of paris and coated with potentially dangerous chemicals. During the nimarjana time these idols are immersed into the water bodies. The plaster of Paris of the idols does not dissolve in the water there by the depth of the water reduces Further dissolved hazardous chemicals of the idols can lead to water pollution and affects the aquatic life. Sometimes these hazardous chemicals reach from one tropic level to another tropic level through bio magnification to avoid these implications the Eco club of the Government Degree College Manuguru adopted a policy to made and distribute clay Ganesh idols to the people of the surrounding

region.

### The Practice

As a part of this few skilled students selected for making clay Ganesh idols. Few days before of the festival the students collect the wet clay from the surrounding ponds. This clay can be made into idols by using imprint of the Lord Ganesh idol. One day before of the festival a special programme was conducted in the college to distribute Ganesh idols to the public. In this auspicious occasion special chief guests are invited to create awareness on clay idols instead of chemical idols. After that clay Ganesh idols are distributed by them.

### Evidence of Success:

The practice of distribution of clay Ganesh idols lauded by the all the sections of the society. Local service clubs print and electronic media also encouraged us to promote this practice. The Students also garnered knowledge on various kinds of pollutions and its consequences.

### Problems Encountered and Obstacles faced:

It's always a great challenge to convince the people to use naturally made clay idols instead of artificial idols. The local vendors who sell the artificial Ganesh idols given representation to the principal to rethink the free distribution programme of Ganesh idols, which can affect their survival

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Best practices in the Institutional web site	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

#### Response:

Government Degree College, Manuguru strategically established to cater the educational needs of the poor and down-trodden students. It is the only prime Higher Education institution in the surrounding 40 kilometers radius. Social inclusion and national integration are the core philosophical objects of the college. In tune with the vision and mission the college is constantly augmenting academic and infrastructure facilities from time to time for the holistic development of the student. The transformation of the college from a mere temporary sheds to the permanent building complexes was phenomenal. The

college is providing quality education with limited academic and infrastructure resources The College is striving to bring the students into main stream that are lacking basic technologically and communication skills. The increasing number of the student's strength and courses is the indicative of college progression and development. At present the college is equipped with the following facilities to excel quality of education.

- The college is equipped with state of art ICT facilities for digital learning
- Several departments have LCD/LED projectors useful for preparing and delivering the lectures through multimedia presentations.
- Every department equipped with the computer and internet connectivity.
- Library has a Repertoire of Reference books and rare books.
- The students are provided with standard study materials in all the subjects.
- Dedicated and service oriented staff was the main asset of the college.
- The complaint box mechanism in the college always ensures safe and secure disposal of the students and staff grievances.
- The college is always striving to inculcate the Research skills among the students through Student
- The faculty of the college always encourages the students to participate in various cultural and extracurricular activities at various levels.
- Free coaching on communication skills and professional development.
- The faculty of the college provided with the financial assistance and encouraged them to participate in various career and professional development programmes.
- Basic Computing Skills programme for the Non computers student and staff.
- Course materials are provides to the slow leanness in all subjects.
- Telugu and Hindi language training classes are conducted at free of cost
- TSKC (Telangana Skills and Knowledge Centre) was established to provide employability and soft skills.
- The academics and administrative aspects of the college fully automated by e-Governance.
- Associated with the premier institutes like IIT-Bomabay for expand the learning horizons of the students.
- Palm texts are created by the students to create knowledge on way of writing and expression of ancient times.
- The vibrant career guidance cell of the college constantly encourages the students to pursue higher education. In this regard special programmes were conducted in the college to aware the student about and job opportunities in higher education and professional jobs.
- Each department of the college providing free PG coaching of their respective departments
- Each day current affairs and news maintained in notice board.
- The college has a unique practice of conduct SCIENCE EXPO on the eve of Science Day, to aware the knowledge on contemporary scientific developments.
- The dynamic clubs and committees of the college always forefront in conducting co-curricular and extra-curricular activities.
- The Mid Day Meals programme was a unique initiative of the college to feed the poor and malnutrition students.
- Continuous monitoring of the scholarships.
- The college is committed to the values of sustainable development and social inclusion.

<b>File Description</b>	<b>Document</b>
Appropriate web in the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

NAAAC

## 5. CONCLUSION

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### Additional Information :

Government Degree College, Manuguru recently received ISO 9001:2015 certification from the competent authority after submitting the all the necessary documentation. The college is offering distance education in UG and PG courses under School of Distance Learning and Continuing Education (SDLCE). Recently 5 additional classrooms are constructed for the college from District Mineral Foundation (DMF) fund. The governing body of the college resolved to bring PG courses to the college to cater the higher educational needs of this region. Lack of research facilities is the major lacuna of the college. Surrounded by the Biodiversity rich forest area there is a tremendous scope in Medicinal Botany and Pharmacy. The college is located between the eminent industrial bodies like Singareni Collieries Company Limited (SCCL), Heavy Water Plant (HWP), BTPS (Bhadradi Thermal Power Station) and ITC. This strategic location confers a great potential for industrial linkages to develop research orientation. The college is known for its vibrant outreach programmes and community services.

### Concluding Remarks :

Since its inception in 2008 Government Degree College, Manuguru rapidly progressed as a leading institution of this region. From a mere temporary sheds the college now has three permanent building complexes to cater the academic needs of this region. As Dr B.R. Ambedkar says "*The Purpose of Education is to Moralize and Socialize People*". Inspiring by this quote the college has taken every possible step to reach the quality education to reach the every nook and corner of these tribal areas. The faculty of the college touched every door step of tribal hamlets and created awareness on purpose education for holistic development. By virtue of this significant number of students pursuing higher studies and some of them placed in various jobs. This SSR bestowed a unique opportunity for us to know our college from all the prospective and reminds our role in its progressive transformation. The soul of the college wants to expand its horizons to become a perfect place for build a social consciousness erudite students for a strong Nation Building.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.2	<p><b>Number of Add on /Certificate programs offered during the last five years</b></p> <p><b>1.2.2.1. How many Add on /Certificate programs are offered within the last 5 years.</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>0</td> <td>01</td> <td>01</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : Spoken tutorial classes cannot be considered as certificate programs.</p>	2019-20	2018-19	2017-18	2016-17	2015-16	01	0	01	01	0	2019-20	2018-19	2017-18	2016-17	2015-16	0	0	0	0	0
2019-20	2018-19	2017-18	2016-17	2015-16																	
01	0	01	01	0																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
0	0	0	0	0																	
1.2.3	<p><b>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</b></p> <p><b>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>40</td> <td>0</td> <td>35</td> <td>68</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : Certificate course is not considered in 1.2.2</p>	2019-20	2018-19	2017-18	2016-17	2015-16	40	0	35	68	0	2019-20	2018-19	2017-18	2016-17	2015-16	0	0	0	0	0
2019-20	2018-19	2017-18	2016-17	2015-16																	
40	0	35	68	0																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
0	0	0	0	0																	
1.3.2	<p><b>Average percentage of courses that include experiential learning through project work/field work/internship during last five years</b></p> <p><b>1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>07</td> <td>16</td> <td>5</td> <td>5</td> <td>4</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	07	16	5	5	4										
2019-20	2018-19	2017-18	2016-17	2015-16																	
07	16	5	5	4																	



Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
6	6	5	5	4

Remark : Revised as per the project works found in the curriculum attached.

**1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)**

**1.3.3.1. Number of students undertaking project work/field work / internships**

Answer before DVV Verification : 60

Answer after DVV Verification: 10

Remark : Revised as per the list of students attached.

**2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)**

**2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
134	151	96	99	109

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
83	95	65	62	70

Remark : Counted only those seats filled against the quota.

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

**2.4.3.1. Total experience of full-time teachers**

Answer before DVV Verification : 11

Answer after DVV Verification: 62

Remark : Revised calculating the years of experience of the current year teachers.

**3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years**

**3.3.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
01	00	00	00	00

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

Remark : Required award letter is not given.

**3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

**3.3.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
06	13	06	05	05

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
03	05	00	01	00

Remark : Revised as per the newspaper reports found, detailed report & geo tagged photos are not attached.

**3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years**

**3.3.4.1. Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
160	205	187	180	164

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
142	205	0	30	0

Remark : Revised as per the programs are considered in 3.3.3

3.4.1 **The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years**

3.4.1.1. **Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
05	05	01	01	01

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
02	01	00	00	00

Remark : Proper copies of collaboration are not provided. Some field visits are considered as per the permission letters & photos attached.

4.1.3 **Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

4.1.3.1. **Number of classrooms and seminar halls with ICT facilities**

Answer before DVV Verification : 4

Answer after DVV Verification: 3

Remark : Revised excluding the labs.

5.1.5 **The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: E. None of the above

Remark : Documents as per SOP are not submitted.

**5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	01

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	0	0	0

**5.2.3.2. Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	04	04	0	09

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	04	04	0	09

Remark : Revised as per the certificate found.

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**5.3.1.1. Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
03	02	0	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16

03	01	0	0	0
----	----	---	---	---

Remark : Revised as per the award letters found.

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

**6.4.2.1. Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
00	5000	24000	28000	5000

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

Remark : Annual audited statements of accounts highlighting the grants received not provided.

**7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:**

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Answer before DVV Verification : A. Any 4 or all of the above

Answer After DVV Verification: E. None of the above

Remark : No valid proof submitted.

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: C. 2 of the above

Remark : Serial nos. 1 & 2 are considered.

**2.Extended Profile Deviations**

ID	Extended Questions																				
1.1	<p><b>Number of courses offered by the Institution across all programs during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>07</td> <td>16</td> <td>05</td> <td>05</td> <td>04</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>57</td> <td>56</td> <td>33</td> <td>33</td> <td>32</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	07	16	05	05	04	2019-20	2018-19	2017-18	2016-17	2015-16	57	56	33	33	32
2019-20	2018-19	2017-18	2016-17	2015-16																	
07	16	05	05	04																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
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1.2	<p><b>Number of programs offered year-wise for last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>07</td> <td>16</td> <td>05</td> <td>05</td> <td>04</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>07</td> <td>07</td> <td>05</td> <td>05</td> <td>04</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	07	16	05	05	04	2019-20	2018-19	2017-18	2016-17	2015-16	07	07	05	05	04
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2019-20	2018-19	2017-18	2016-17	2015-16																	
07	07	05	05	04																	
2.2	<p><b>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>208</td> <td>218</td> <td>134</td> <td>134</td> <td>109</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>211</td> <td>221</td> <td>137</td> <td>137</td> <td>111</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	208	218	134	134	109	2019-20	2018-19	2017-18	2016-17	2015-16	211	221	137	137	111
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2019-20	2018-19	2017-18	2016-17	2015-16																	
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3.1	<p><b>Number of full time teachers year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>11</td> <td>10</td> <td>12</td> <td>13</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	11	11	10	12	13	2019-20	2018-19	2017-18	2016-17	2015-16					
2019-20	2018-19	2017-18	2016-17	2015-16																	
11	11	10	12	13																	
2019-20	2018-19	2017-18	2016-17	2015-16																	

	11	12	11	11	11
4.1	<b>Total number of classrooms and seminar halls</b> Answer before DVV Verification : 12 Answer after DVV Verification : 3				

NAAC