

**ANNUAL QUALITY ASSURENCE REPORT**  
**(AQAR 2014-15)**



**:: Submitted to ::**

**National Assessment & Accreditation Council**

**BANGALORE**

**Government Degree College**

**Adilabad-504001,TS**



Estd: 1957

Phone:08723 226995

## GOVERNMENT DEGREE COLLEGE, ADILABAD

Affiliated to Kakatiya University-Warangal-TS

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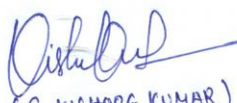
Rc No.01/AQAR/NAAC/GDC(M)/ADB/2015


Date: 15-Apr-2015

### CERTIFICATE

This is to certify that the Annual Quality Assurance Report (AQAR) 2014-15 is prepared for submission to National Assessment and Accreditation Council with all necessary enclosures and supporting documents.

Further, I state that information presented in this Annual Quality Assurance Report (AQAR) 2014-15 submitted to NAAC is correct to the best of my knowledge.

  
G. KISHORE KUMAR  
IQAC Coordinator.

  
PRINCIPAL  
**PRINCIPAL (FAC)**  
Govt. Degree College for Men  
ADILABAD

## The Annual Quality Assurance Report (AQAR) of the IQAC

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

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution	Government Degree College, Adilabad
1.2 Address Line 1	Shanthi Nagar
Address Line 2	Adilabad
City/Town	Adilabad
State	Telangana State
Pin Code	504001
Institution e-mail address	adilabad.jkc@gmail.com
Contact Nos.	08732226995
Name of the Head of the Institution:	P.Ashok (FAC)
Tel. No. with STD Code:	08732226995
Mobile:	9490916771

Name of the IQAC Co-ordinator:

G.Kishore Kumar

Mobile:

9703663902

IQAC e-mail address:

adilabad.jkc@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

APCOGN12661

1.4 NAAC Executive Committee No. & Date:

EC(SC)/04/RAR/56

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

www.gdcmadilabad.org.in

Web-link of the AQAR:

www.gdcmadilabad.org.in

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	--	2006	2011
2	2 <sup>nd</sup> Cycle	B	4.46	2014	2019
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

05/03/2014

1.8 AQAR for the year (for example 2010-11)

2014-15

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

i. AQAR	2010-11, 29/01/2014	(DD/MM/YYYY)
ii. AQAR	2011-12, 29/01/2014	(DD/MM/YYYY)
iii. AQAR	2012-13 ,29/01/2014	(DD/MM/YYYY)
iv. AQAR	2013-14 , 29/01/2014	(DD/MM/YYYY)

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

NIL

1.12 Name of the Affiliating University (*for the Colleges*)

Kakatiya University, Warangal

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

Autonomy by State/Central Govt. / University

---

University with Potential for Excellence

---

UGC-CPE

---

DST Star Scheme

---

UGC-CE

---

UGC-Special Assistance Programme

---

DST-FIST

---

UGC-Innovative PG programmes

---

Any other (*Specify*)

---

UGC-COP Programmes

---

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

05

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

--

2.4 No. of Management representatives

--

2.5 No. of Alumni

--

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

08

2.10 No. of IQAC meetings held TWO

2.11 No. of meetings with various stakeholders: No.  Faculty 03

Non-Teaching Staff  Alumni  Others --

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

IQAC is involved in the Teaching-learning process and provides suggestions for improvements. These suggestions are discussed and implemented seminars, extension Lecturers, Group discussion etc are organized for the improvement of quality in teaching learning process. All such programmes are recorded by the IQAC. Awareness programme conducted to staff regarding MRPs

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Register the Alumni	Has Done
Establish Anti Ragging Cell	Internal Complaint Committee established
Research Forum	Research Promotion Committee established
Organize Field Trips	Organized by respective departments

***\*Attach the Academic Calendar of the year as Annexure.***

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	02			
UG	08		03	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	<b>10</b>		<b>03</b>	
Interdisciplinary				
Innovative				

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

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

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students

(On all aspects)

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

*\*Please provide an analysis of the feedback in the Annexure*

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

Nil

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

Nil



## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	31	30	01	---	----

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	---	---	---	---	---	---	---	---	---	---

2.4 No. of Guest and Visiting faculty and Temporary faculty

#### 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	---	---
Presented papers	01	---	---
Resource Persons	---	---	---

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

Quiz, elocution, essay writing are conducted for students to bring out their literary and latent talent and general awareness. To boost up their enthusiasm prizes are given away on the Sports and College Annual Day. Such activities contribute to the development of literary, moral, social and cultural values of the students.

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

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

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

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage :

Results are not yet declared by University.

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %

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

IQAC IS involved in the Teaching-learning process and provides suggestions for improvements. These suggestions are discussed and implemented seminars, extension Lecturers, Group discussion etc are organized for the improvement of quality in teaching learning process. All such programmes are recorded by the IQAC.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	---
UGC – Faculty Improvement Programme	01(Applied)
HRD programmes	---
Orientation programmes	---
Faculty exchange programme	---
Staff training conducted by the university	---
Staff training conducted by other institutions	---
Summer / Winter schools, Workshops, etc.	---
Others	---

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	11	15	---	04
Technical Staff	---	01	---	01

## Criterion – III

### 3. Research, Consultancy and Extension

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

Awareness programme organized to the staff about MRPs.

Research Promotion committee has been established. It gives suggestions to the faculty about project proposals.

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

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

#### 3.4 Details on research publications

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

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS- Nil

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year

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

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

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

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

### 3.25 No. of Extension activities organized

University forum	Nil	College forum	15		
NCC	07	NSS	05	Any other	Nil

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

Socio economic survey is conducted by the NSS volunteers during the 7 day special camp in selected hamlet or a village .

During the NSS Camps the volunteers extend “shrama dhanam “ and social service to the people of the selected area.

NSS volunteers and NCC cadets extend this social service to the needy people at the time of fire accidents, floods etc.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	15Acres	---	---	----
Class rooms	14	---	---	---
Laboratories	09	---	---	---
Seminar Halls	02	---	---	---
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	---	---	---	---
Value of the equipment purchased during the year (Rs. in Lakhs)	---	----	---	---
Others	---	---	---	---

#### 4.2 Computerization of administration and library

Partially computerized

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	34510	1308775	132	14999	34642	1323774
Reference Books	1750	207550	---	---	1750	207550
e-Books	---	---	---	---	---	---
Journals	---	---	---	---	---	---
e-Journals	---	---	---	---	---	---
Digital Database	---	---	---	---	---	---
CD & Video	---	---	---	---	---	---
Others (specify)	---	---	---	---	---	---

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	120	3	60	1	--	03	08	--
Added	01	--	--	-	---	--	---	---
Total	121	3	60	1	---	3	08	---

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

NIL
-----

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

NIL
-----

ii) Campus Infrastructure and facilities

NIL
-----

iii) Equipments

NIL
-----

iv) Others

NIL
-----

**Total :**

NIL
-----

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The institution monitoring and review of its quality performance from time to time through the implementation of an effective Quality Assurance System.
- Conducting seminar, extension lecturer etc.
- Medical assistance to students: health centre, health insurance etc.
- Skill development (spoken English, computer literacy, etc.,) English & Computer Department organizing communicative & Soft Skills programmes.
- Support for “slow learners” Remedial coaching is given to “slow learners”
- The college is planning to publish students annual magazine this year.

#### 5.2 Efforts made by the institution for tracking the progression

IQAC has check the progression of support services by organizing departmental meetings and verifying concerned records. Also meet the students.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
860	46	-	-

#### (b) No. of students outside the state

NIL
-----

#### (c) No. of international students

NIL
-----

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No	%										
518	60.2										
No	%										
342	39.8										
Men		Women									

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
393	294	253	453	Nil	1393	342	126	173	219	Nil	860

Demand ratio **1:23**

Dropout % **15**

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

NIL

No. of students beneficiaries

NIL



NET  SET/SLET  GATE  CAT --  
 IAS/IPS etc  State PSC  UPSC  Others --

#### Details of student counseling and career guidance

- Academic Counselling and Personal Counselling by teachers of the subjects concerned.
- Awaring the students about UGC –CSIR –NET ,SLET etc.
- Providing the coaching for competitive exams like EdCET, ICET, PG CET etc., by the subject concerned teachers.
- JKC is active in employability sources.

No. of students benefitted

#### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
---	---	---	---

#### 5.8 Details of gender sensitization programmes

- Legal awareness programme was conducted for women students.
- YOGA awareness programme conducted to women students.
- Capacity Building Programme.

#### 5.9 Students Activities

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

State/ University level 02 National level --- International level --

No. of students participated in cultural events

State/ University level --- National level -- International level ---

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	Nil
Financial support from government	Still in Progress	Nil
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level ---

Exhibition: State/ University level  National level  International level --

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NIL

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

#### **Vision**

Government Degree College for Men, Adilabad, sets its vision to make itself a base of academic excellence catering to the needs and aspirations of the educationally, socially and economically backward population.

To harness the talents of the youths for the total development of the area by infusing the spirit of social obligation and social and national responsibility among the students through imparting of quality education.

## Mission

To achieve the vision, the college has undertaken a mission approach to redefine the goals and objectives of spreading education to meet the needs and aspiration of the region on par with changing times. This college has endeavored to build itself as pioneer institution with all possible infrastructure facilities available to the students.

Raising the quality of education and making the college as an effective human resource development institution under the changing conditions.

### 6.2 Does the Institution has a management Information System

College has management information system which participates

- To formulate realistic policies for furthering the vision and mission of the College and formulate the quality policy.
- To utilise budgetary provisions for effective acquisition and use of infrastructure
- To foresee and the plan strategies and modalities for implementing the mission of the institution.

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

#### 6.3.1 Curriculum Development

The faculty members of the college represent to K.U. about the necessary modifications in the curriculum from time to time. The existing courses have been modified by K.U. to meet the changing national and global trends.

#### 6.3.2 Teaching and Learning

- ✓ Regular faculty development programs.
- ✓ ICT
- ✓ Small group based teaching
- ✓ Group discussion
- ✓ Evaluation of outreach activity on return to the campus are under taken.

### 6.3.3 Examination and Evaluation

Internal and external examinations has been conducted in the college. Internal examinations are evaluated by the staff of respective departments and external examinations are planned and evaluations are done by Kakatiya University.

### 6.3.4 Research and Development

- ✓ Research Promotion committee has been established.
- ✓ Research & publication are encouraged.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

#### **Library**

The faculty and students are issued the latest books to enrich their knowledge in their individual subjects as well as awareness about general aspects. While issuing the books and other material highest priority is given for Visually and Physically -challenged persons and a personal attendant are allowed with them. Currently more than 30,000 books are available.

#### **ICT**

- E- Class room is a set up with LCD Projector
- Arrangements made to witness live telecasts
- Computer systems, computer based CDs etc used for teaching.

#### **Physical Infrastructure**

- ✓ 12- CLASS ROOMS.
- ✓ WELL EQUIPPED LABORATORIES.
- ✓ AUDIO-VISUAL TEACHING
- ✓ ENGLISH LANGUAGE LAB
- ✓ TWO NSS UNITS & A COMPANY OF NCC UNIT
- ✓ The Institution has outdoor and indoor games facilities,.
- ✓ The students are given facilities for cultural activities, competitions in the campus and outside.
- ✓ Medical facilities are provided to all students.
- ✓ Mana TV
- ✓ JKC
- ✓ Canteen & Parking

### 6.3.6 Human Resource Management

- ✓ Newly appointed staff given orientation.
- ✓ Staff development programmes conducted.
- ✓ Staff encouraged to improve teaching skills and engage in research

### 6.3.7 Faculty and Staff recruitment

Faculty and Staff are recruited by the state public service commission. In this academic year no such recruitment done to this college.

### 6.3.8 Industry Interaction / Collaboration

Students are encouraged to visit the industrial, units, agriculture research units etc.

- Department of Chemistry with Soil Testing Laboratory, Adilabad
- Department of Physics with Sanjay Gandhi Govt. Polytechnic, Adilabad.
- Department of Economics with Soft Tech Society (NGO), Adilabad
- Department of Economics with Honda Motors, Adilabad

### 6.3.9 Admission of Students

Selection for admissions of students is broadly based on the rules prescribed by the Government of T.S. and Kakatiya University, Warangal since this is a government college. The admission dates are notified in the regional and national newspapers as per the university almanac

6.4 Welfare schemes for

Teaching	Nil
Non teaching	Nil
Students	Nil

6.5 Total corpus fund generated Nil

6.6 Whether annual financial audit has been done Yes | No ✓

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCE,HYD	---	---
Administrative	Yes	Accountant General, Government of AP	---	---

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

For UG Programmes      Yes  No

For PG Programmes      Yes  No

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

Not Applicable

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

There is a provision for Kakatiya University to accord autonomy and this college applied for autonomy.

6.11 Activities and support from the Alumni Association

The institution networks and collaborates with the Alumni and former faculty by organizing Alumni meets. Alumni meeting was conducted on 10.11.2014. They are giving valuable suggestions for overall development of college. We have successfully register in our college website. We are looking forward for more number of suggestions.

6.12 Activities and support from the Parent – Teacher Association

We are planning to get register parent-teacher association. Two times we have arranged such meeting. In this meeting we have given the progress of students to concern parents. We cordially accept suggestions from parents.

### 6.13 Development programmes for support staff

- Encouraging them to learn computer skills through JKC.
- Training for online scholarships
- In-service training programmes

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

- Energy conservation                      Use of CFL bulbs.
- Water harvesting                          Rain harvesting pits are maintained in the premises of the college.
- Plantation                                    Yes, available in the front and back sides of the college

## Criterion – VII

### 7. Innovations and Best Practices

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

- Mock Interviews.
- Maintaining Vermi Compost Pit by the Students.
- Encouraging meritorious out going and Bonafide Students.

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

Proposed	Action Taken
Suggested to organize Remedial coaching by identifying slow learners in all the subjects and maintain the record as per CCE format	All the lecturers have been instructed to identify slow learners and conduct remedial coaching more effectively by maintaining proper records as per CCE formats.
Suggested to take initiative steps for the absentees in internal examinations.	The absentees In internal exam have been given personal counseling by the lecturer concerned and necessary steps are being taken by all the lecturers so as not to repeat such absence in future.
Suggested to shift the library from the upstairs and establish in the centrally located place with reference and reading facility by preparing the course wise book issues schedule and give wide publicity by circulating notice and display on the Notice board.	The Lecturer who is in-charge of Library has been requested to maintain reference section and reading room facility for the students to make the library more effectively functional. Course wise book issues schedule is already being Implemented. It has been displayed in the notice board and circulated among the students.
Suggested to alter the time table for political science, History, Telugu and English subjects for first and second years.	Time table has been changed as per the suggestion and instructed the concerned lecturers to conduct classes more regularly in a positive note.
Suggested to organize extension classes in the public administration subject in final year	Guest faculty has been appointed and instructed to complete the important syllabus to prepare for the ensuing annual exams

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

- (I) Maintenance of Department libraries.
- (II) Maintenance of Wall Magazine

7.4 Contribution to environmental awareness / protection

- Awareness programme on Environmental Pollution.
- BEST OUT OF WASTE activity conducted.
- Awareness programme on Global Warming.

7.5 Whether environmental audit was conducted? Yes  No

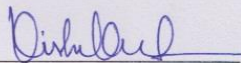
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- Good no of faculty in all the departments.
- Library and administration has to computerized.
- No MRPs are taken by faculty, it has to be encouraged.
- No resource network center in the college.

**8. Plans of institution for next year**

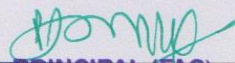
- To organize field Trips/Academic Tours
- To Organize workshops/seminars
- To take up Minor and Major Research Projects
- To register the student Parent association
- More student centric teaching and learning encouraged.
- To provide internet and Xerox facility to all the students.

Name KISHORE KUMAR



Signature of the Coordinator, IQAC

Name P. ASHOK.



PRINCIPAL (FAC)

Signature of the Principal, IQAC  
Gaut Degree College for Men  
ADILABAD

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**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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**ACADEMIC CALENDAR OF THE YEAR JUNE 2014 - APRIL 2015**

**Annexure – II**

MONTH	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER
<b>ACTIVITY</b>	Preparation of Annual Curricular Plan (Lecturer Wise)	Orientation for first year Students.	DRC Activities	DRC Activities	I Term Examinations	Special Training class on Placement Drives
	Student Admissions	Anti-Ragging Activities	Parent Teacher meeting	Teacher Evaluation process	Youth Festival	DRC
	Commencement of classes for II & III year students.	Medical Camp	I Unit Examinations	Quality Enhancement initiative	Gandhi Jayanthi & Lal Bahadur Sastri Jayanthi	III Unit Examinations
	result analysis	Vanamahostavam	Consumer awareness programs	II unit Examinations	National Integration Day	National Education Day
	World Environment Day	Cleaning of College Premises (Swacha Bharath)	Career Counseling programs	Teachers Day	Quality Enhancement initiative	Jawahar Lal Nehru Birthday
	World Blood Donor Day		Independence Day Celebrations	International Literacy Day		World Diabetes Day
	DRC Activities		Women Equality Day	Hindi Divas celebrations		
			Telugu Bhasha Dinotsavam	NSS Day		

## Annexure – II

MONTH	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL
	II Term Examinations	DRC	Practical Examinations	Budget Utilization	Uploading of IQAC & IQAR report to College Website
	DRC	Organizing Job fairs & Campus drives (JKC & CGC)	Remedial classes	University Examinations	Preparations of Financial Plan for 2015-16
	JKC IPG training	Pre-final Examinations	JKC & Career Guidance Cell	Stock Verification	College Activity Register
<b>ACTIVITY</b>	AIDS day	College / Sports Day	Aantajaatiya Matru Bhasha Dinotsavam	International Women's Day	Dr. B.R. Ambedkar Birthday
	Human Rights Day	National Youth Day			
	National Consumer Day	National Voters Day			
		Republic Day			

# BSET PRACTICES

(ANNEXURE-III)

## (I) Maintenance of Department libraries.

**Aim:-** Department libraries are maintained in all departments of the college.

**Purpose:-** Text books and reference books of the subjects concerned are made available within the departments. As and when new books are purchased – They are classified subject wise and sent to the respective departments. Such libraries are maintained by the faculty members of the departments concerned. Accession register And issue register are maintained in each department. Books are issued to the Students on need based manner depending on the availability of the number of books. Exchange and renewal of books to the students is allowed every weekend.

**Outcome:-** This practice will help to get good score in annual university exams and university level PG entrance exams.

## Maintenance of Wall Magazine

**Aim:-** Wall Magazine is maintained in the central hall of the college.

**Purpose:-** Employment news, updates of various subjects, information related to current affairs, research and development, Environmental issues etc. are displayed on the wall magazine from time to time for the benefit of Students and Staff.

**Outcome:-** This will help to find out various university notifications and programmes offerings. students will develop general knowledge as well as research developments in the subjects.

# Analysis of Feed Back

## ANNEXURE-IV

The Institution contributes to the design and development of curriculum by obtaining & sending the Feedback from Students and Stake holders of the college. P.Ashok ,Lecturer in Commerce is a Member ,Board of Studies and is rendering his services in the design of Curriculum.

The feedback on curriculum is collected from the students. The feedback is also collected on curriculum from the parents and alumni members. The consolidated feedback is informed to all the departments of the college and also to the BOS of the University for necessary changes in the curriculum design and development.

The questionnaires in the form of requisite pro forms are handed over to the students ,Parents and Alumni and after analyzing the feedback, necessary subsequent steps are taken up to continue improvement and communication to the affiliating university for enriching the curriculum.

The feedbacks collected from students on each and every lecturer which is analysed by the heads of the departments and compliance report submitted to principal of this college. This type of feedback useful for better effective teaching of lecturers to benefit to the students.