



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution	GOVERNMENT ARTS AND SCIENCE COLLEGE KAMAREDDY
Name of the head of the Institution	C PRABHAKAR
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08768220865
Mobile no.	9154806759
Registered Email	pri-gdc-kmr-ce@telangana.gov.in
Alternate Email	gdc.kmr@gmail.com
Address	Kamareddy Nizamabad Road Dist Kamareddy Telanagana 503111
City/Town	Kamareddy
State/UT	Telangana
Pincode	503111

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	B UDAY KUMAR
Phone no/Alternate Phone no.	08468220865
Mobile no.	9491564942
Registered Email	prl-gdc-kmr-ce@telangana.gov.in
Alternate Email	gdc.kmr@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://ccets.cgq.gov.in/Uploads/files/buttonDetails/42809.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://ccets.cgq.gov.in/Uploads/files/buttonDetails/33066.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	75	2005	28-Feb-2005	27-Feb-2010
2	B	2.77	2016	19-Feb-2016	18-Feb-2021

6. Date of Establishment of IQAC	12-Jul-2012
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Computer Skills to Students	25-Aug-2016 4	150
Computer Skills for Office Staff	21-Sep-2016 2	36
ICT Training for Faculty	14-Dec-2016 2	36
Yoga Day	21-Jun-2016 1	150
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

6

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Yuvatarangam and Jignasa programmes were conducted under the aegis of IQAC during the year 201617 Regular Feedback from various stakeholders, students, parents, principal (employer) regarding the institution. IQAC involved in preparing many reports highlighting the activities of the college. Orientation training provided to members of the faculty to use digital and virtual classes under ICT training provided training on programme out come and course out come with quality and quantity metrics View

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

Plan of Action	Achivements/Outcomes
To train the students to perform well at Jignasa Student Study Projects	The projects of Commerce, History, Telugu, Physics, Zoology, English and Computer Science are selected and presented at state level competitions.
To train the Lecturers to use ICT and Digital Classrooms utmost	100% of faculty is using ICT and Digital classrooms effectively
To train outcome based teaching and learning process	the outcome of all the programs and courses is clearly articulated in the beginning of the semester. Keeping these in mind the Lecturers carried out the curriculum
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
IQAC & NAAC COLLEGE COMMITTEE	22-Dec-2016

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2017

Date of Submission

03-Jan-2017

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The institute is affiliated to Telangana University and follows the curriculum prescribed by the university in a systematic way: Before the start of every academic session, Principal along with Vice- Principal conducts an IQAC meeting with Heads of all the Departments and finalize the Academic Calendar in alignment with the university schedule. Subjects are allocated to the faculties

based on their subject expertise and interests well in advance. Time table for every semester is prepared by the respective Time Table coordinators of various departments in consultation with the HODs and the work load distribution is informed to the Principal. The university provides the syllabus with evaluation schemes and course objectives for every course. Faculty follows the evaluation scheme mentioned in the syllabus for each course. Course Objectives and Course outcomes of the subjects in accordance with the university prescribed syllabus are decided by the respective subject in charge in consultation with the HODs.

Teaching plan and the assignments for the semester are prepared by the respective subject in charge before the start of the new semester. Depending on the evaluation scheme, two class tests for 40% and 80% syllabus are conducted per semester taking into consideration the Course Objectives defined for each course to evaluate the students. The result analysis of the internal assessment is done and proper measures are incorporated to improve the performance by arranging remedial classes for the weaker students and giving additional assignments/tasks to the brighter students. Course files are maintained by faculty members which contains Academic calendar, Individual timetable, Teaching plan, Assignments, Class test question papers, University question papers, question banks, Quiz, Performance details etc. Remedial classes are conducted for slow learners. In addition to traditional teaching methods, video lectures, PowerPoint presentations, ICT, projects, case studies, surveys etc are being conducted. Guest lectures are regularly arranged to bridge the gap in the prescribed curriculum. An IQAC meetings are conducted every month in the academic year. At the end of every semester course exit feedback is taken from the students, Teachers, Parents, Stake holders and Employers and analyzed for proper measures. The faculty in charge maps the course outcome with the program outcomes to ensure the attainment of the curriculum. Special emphasis is given on the development of the overall personality of the students through the conduction of various personality development programs. Students are encouraged to participate in NSS and other social activities so as to enable them to be socially responsible citizens. Seminars, value added courses and field visits are arranged to enrich the curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Basic Computer Skills	NIL	22/10/2016	23	Self Employment	PROVIDING BASIC KNOWLEDGE OF COMPUTERS
COMMUNICATION SKILLS AND SOFT SKILLS	NIL	17/10/2016	3	Self Employment	INTERVIEW SKILLS
Arithmetic and Reasoning	NIL	15/09/2016	2	Self Employment	Arithmetic and Reasoning skills
Awareness Programme On IT Skills	NIL	15/12/2016	2	Self Employment	IT SKILLS

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	HEP	01/06/2016
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	ALL COMBINATIONS	01/06/2016

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

	Certificate	Diploma Course
Number of Students	150	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
ENVIRONMENTAL STUDIES	09/09/2016	584
GENDER SENSITIZATION	24/11/2016	584
Communication Skills	03/10/2016	100
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Practical Vocabulary	45
BCom	Women Entrepreneurship	76
BA	Governance of local Bodies	50
BSc	A Study of DIFFERENT TREES	90
BA	Exit Pool	99
BSc	Analysis of Milk	15
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback form/formats are designed for the stakeholders. This includes faculty

feedback, alumina feedback, student feedback, course exit survey, etc. Faculty feedback from the students for the respective course is taken once in a year on various teaching/learning aspects and it is analyzed by the HODs and corrective measures if any, are informed to the respective faculties for further improvements. Course exit feedback and program exit feedbacks are taken to analyze the understanding capability of the students. The infrastructural facilities feedback is taken from the final year students at the end of the program for improving the lab facilities, if any. The feedback so obtained is analyzed for further improvement. Feedback from the parents are taken by interacting with them. Feedback is taken from alumni for suggestions or improvements in the curriculum. Feedback from the final year students are taken for their suggestions in improving the curriculum and it is conveyed to the Chairman, BOS of the respective programmes of Telangana University. Feedback from faculties are also taken for their suggestions in syllabus revision. Library has predesignated feedback forms which are kept on the circulation counter and open to fillup by any user as per their wish. We have also installed a suggestion box which is accessible to all the stake holders so that they can give their feedback/ suggestions for improvements, if any. IQAC conducts the exercise of student feedback every year. This is a feedback on 5point scale, which measures parameters like Subject knowledge, Expression, Teaching aids used, methodology etc. which is analyzed by our IQAC team for taking appropriate decisions for improving the infrastructure and also quality of teachers.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	ZFC	40	30	30
BSc	BFC	40	67	67
BSc	BZC	60	40	40
BCom	COMPUTERS	30	30	30
BCom	CA	30	28	28
BCom	GENERAL	60	55	55
BA	RI	60	62	62
BA	CA	30	28	28
BA	HEP	60	59	59
BA	EPP	60	60	60

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	584	147	55	6	61

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
55	55	8	2	3	3
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, Teacher Guardian Scheme is implemented in the institute wherein each class students are assigned to a faculty member who acts as their mentor for the entire programme duration. Mentor regularly interacts with the students and monitor their academic performance and attendance. Students are counseled by the mentors, class advisers, subject faculties and HOD for improving their academic performance and attendance. Mentors and Class Advisers counsel the students regarding their performance and schedule additional classes/practical's. At first year level, students academic and personal issues of concern are well looked after by the class advisor/mentors. The critical cases are handled by first year in charges. This way the students realize their responsibilities at the early stage itself. Mentoring system is followed by all departments from the second year onwards. The students are given guidance for career, personal, besides academic issues. A special arrangement also, is made available to the students to deal with psycho social issues arising in cases like single parenting, bread earner in the family etc. For fore coming semesters, the mentors allocated to the students will council same group of students for three years i.e. the same set of students will be monitored and counseled till they have passed the course. The meetings of mentor ship are conducted every month, in which students meet their mentors for academic and personal issues. The students who have less attendance and who have missed their internal tests are paid special attention from mentors side. Even the students with many issues are asked to call parents for parents mentor meetings. The mentor is also responsible to provide counseling to the student and provide guidance regarding personal and academic issues. The mentor keeps track on their improvements and counsels them accordingly. The role of the mentor is to nurture the students and guide them for any issues they are coming across. Students with personal/family problems if any, are given counseling and support by a professional counselor. A large number of students who perceive the professional course are quite focused, still they may fall short of score to be promoted to above sections. Such students are given counseling by the mentors and the subject teachers and remedial lectures are conducted. Students are supported and guided both in co-curricular and extracurricular activities. The mentors of the class discusses with each and every student individually and supports them in all the possible ways to enrich their academic performance. The mentors contacts the parents and educates them, if required about their wards performance, and the academic programs of the college as well as the support system and the monitor system the student and parents. The mentors always keeps a check on the attendance of the student, the marks/grades obtained in the internals externals examinations, and regarding his/her candidature in the campus placement and provides remedial coaching.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
584	55	1:11

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
55	50	5	Nil	Nil

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

Year of Award	Name of full time teachers receiving awards from	Designation	Name of the award, fellowship, received from
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	state level, national level, international level		Government or recognized bodies
Nil	NIL	Nil	NIL
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	111	3	10/04/2017	26/06/2017
BA	129	3	10/04/2017	26/06/2017
BA	354	3	10/04/2017	26/06/2017
BA	352	3	10/04/2017	26/06/2017
BCom	401,402,405	3	10/04/2017	26/06/2017
BSc	445,461,462,572	3	10/04/2017	26/06/2017
BSc	441,467,468	3	10/04/2017	26/06/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institute has a college level Exam committee and a department level internal exam committee. The exam committee works under the supervision of the Head of the institute. The institute exam committee takes the overall responsibility of conducting the end year examination and the evaluation process of answer sheets and preparing the results. Every department has an internal exam committee responsible for the preparation of Timetable, setting of the question paper, declaration of the results of internal tests. After evaluation of internal tests, the answer sheets are shown to the students for any grievances. The grievances of the students are considered and looked into at the department level. The average of the two internal tests are considered for the internal assessment marks. The main reforms initiated by the exam cell committee is the timely declaration of the results and the moderation of the question papers. For the continuous evaluation process, internal tests, assignments, quiz, presentations, lab work, seminars etc are taken into consideration. Term work marks are given to the student depending on the continuous performance in the internal assessment. The rubrics for each practical and tutorial are based on the parameters: performance, lab ethics, selflearning initiative, conceptual understanding, punctuality and attendance.

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

Before the start of every academic session, Principal along with the Vice Principal conducts an IQAC meeting with Heads of all the Departments and finalize the Academic Calendar in alignment with the university schedule. College academic calendar is designed considering all events in accordance with the University academic calendar. In all 30 weeks are planned which mainly include commencement date, closing date of the term, dates of internal tests I and II, college festivals, submissions, oral / practical exams etc. Schedule for internal exams and tentative dates for University theory and practical exams are displayed in academic calendar. Curricular and extracurricular

activity dates, exam schedules and other activity dates are displayed in the academic calendar. Academic monitoring cell is responsible for ensuring proper academic calendar and teaching learning process. It monitors all parameters right from attendance, (75 attendance is mandatory as per University rules), assignments, practical's / labs, internal tests. List of defaulter students is notified fortnightly and the parents are informed. Teachers are supposed to maintain course files of their subjects. All assignments are given in first two weeks, so that students can plan and complete the assignments in time. Parent teacher meeting date is also mentioned in the academic calendar. Faculty conducts lectures and practical's as per the timetable in alignment with the academic calendar. Exams and result declaration are strictly followed on the dates mentioned in the academic calendar.

2.6 – Student Performance and Learning Outcomes

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

<https://ccets.cgg.gov.in/Uploads/files/buttonDetails/38502.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
111	BA	EPP	58	17	29.3
354	BA	RI	76	32	42
352	BA	CA	24	14	58.3
401	BCom	GEN	23	6	26
405	BCom	CA	33	8	24
441	BSc	MPC	11	Nil	0
445	BSc	BZC	57	27	50.9
460	BSc	MPE	3	3	100
461	BSc	ZFC	9	4	44.4
462	BSc	BFC	40	23	57.5

[View File](#)

2.7 – Student Satisfaction Survey

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

<https://ccets.cgg.gov.in/Uploads/files/buttonDetails/38509.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NIL	0	0

[View File](#)

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
SEMINAR ON COMMUNICATION SKILLS	TSKC AND ENGLISH	24/09/2016
NATIONAL SEMINAR IN CULTURAL AWARENESS IN TELANGANA (1901-1956)	TELUGU	14/03/2017
District Level Seminar on Current trends in advanced Molecular techniques	Botany	28/01/2017

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
View File				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	NIL	Nil	0
View File			

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

Department	Number of Publication
History	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as	Number of citations
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					mentioned in the publication	excluding self citation
NIL	NIL	NIL	Nil	0	NIL	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	Nil	Nil	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	Nil	3	Nil
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
World Aids Day	Department of Zoology and Fishery	3	25
BATHUKAMMA FESTIVAL	WOMEN EMPOWERMENT CELL	6	400
CLEAN AND GREEN PROGRAMME	NSS	2	100
TELANGANA KU HARITHA HARAM	NSS	2	100
SWACH BHARATH	NSS Unit-3	3	120
AIDS Awareness Rally	NSS Unit - 3	3	52
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Literary works	Best Writers Award (Dr. V.Shankaraiah)	Govt. of Telangana	100
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen	Name of the activity	Number of teachers	Number of students
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	cy/collaborating agency		participated in such activities	participated in such activities
NSS	GDC ,KMR	AIDS Awareness Program	3	25
NSS	Unit - 3	Swach Bharath	3	120
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
FACULTY EXCHANGE	Dr V Shankaraiah	Nil	1
FACULTY EXCHANGE	Farheen Fathima	Nil	1
FACULTY EXCHANGE	J SUCHARAN	Nil	1
FACULTY EXCHANGE	T Malsoor	Nil	1
FACULTY EXCHANGE	B Uday Kumar	Nil	1
FACULTY EXCHANGE	CH NARASIMHA RAJU	Nil	1
FACULTY EXCHANGE	S KAVITHA	NIL	1
FACULTY EXCHANGE	P Raja Gambheer Rao	Nil	1
FACULTY EXCHANGE	K KISHTAIAH	Nil	1
FACULTY EXCHANGE	R HANMANDLU	Nil	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	NIL
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
IIT Bombay	01/06/2016	MOOCS	120
Dairy Techonology	01/09/2017	Field Project	15
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Total	55	4	10	0	0	3	4	100	0
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4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	0

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
4287289	610000	50000	49000

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

<p>Laboratories, library and computers are upgraded as per the guidelines of syllabus issued by Telangana University. A central purchase committee invites the application for laboratory equipment up gradation, repair and maintenance. Library invites the book and journal requisition from all the faculties for various subjects in the curriculum. A central library committee is formed to address the various issues and smooth functioning. Number of computers on the campus are as per the student's ratio and guidelines of UGC. Computers, internet service, browsing center is maintained by system administrator and IT facility maintenance in charge. Cleanliness and hygiene are maintained in class rooms and all the places through housekeeping staff. Sports complex is open to all the students. Facilities are available for various sports and is maintained by sports facility in charge. Various competitions and Annual Sports Events are organized in sports complex facility. Annual budget is allocated for the purchase, repair and maintenance and housekeeping facility. Budget is approved after scrutiny and approval of board of governance.</p> <p>https://ccets.cgg.gov.in/Uploads/files/buttonDetails/40592.pdf</p>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Post metric scholarships by Govt. of Telangana	1241	10473909
Financial Support from Other Sources			
a) National	NIL	Nil	0
b) International	NIL	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial

coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
PERSONAL COUNSELLING	27/12/2016	400	NIL
CAREER COUNSELLING	07/12/2016	180	NIL
MEDITATION	17/11/2016	80	NIL
SOFT SKILLS	08/09/2016	100	NIL
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2016	TELANGANA SKILL AND KNOWLEDGE CENTER	200	100	50	12
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
ICICI BANK	50	12	VARUN MOTORS	50	5
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	52	BSC	ALL SUBJECTS	OSMANIA UNIVERSITY	PHYSICS, BOTANY, CHEMISTRY, ZOOLOGY, B.ED
2016	50	BA	ALL	OSMANIA	B.ED, MA EN

SUBJECTSQ

UNIVERSITY

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Y, ECONOMICS[View File](#)

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

Items	Number of students selected/ qualifying
Nill	Nill
No file uploaded.	

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

Activity	Level	Number of Participants
CULTURAL	COLLEGE	300
SPORTS	COLLEGE	100
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NIL	Nill	Nill	Nill	NIL	NIL
No file uploaded.						

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

The college has academic and administrative bodies involving student representatives from each class. Final year student representative will be selected as student secretary. The institution gives opportunity to student representatives for smooth conduction of various activities organized in and outside the campus.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

69/2016

5.4.2 – No. of enrolled Alumni:

250

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

500000

5.4.4 – Meetings/activities organized by Alumni Association :

- Mr.K.Thirumal Reddy is its president of the alumni, presently serving as the Chairman of Telangana Food Commission, a constitutional body of Telangana state.
- The Alumni association helped in canvassing for attaining the admissions in UG courses.
- Extended financial assistance in conducting the sports, games and cultural activities.
- Sponsored competitive books to the students to perform well in the competitive examinations.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

GOVT.ARTS SCIENCE COLLEGE,KAMAREDDY has introduced the concept of Leadership Circles in the academic year and has innovated upon it in order to make it more effective. To empower all the employees and students this novel idea was conceptualized by the Staff Council. The leadership concept permeates from the Principal to the students who also take up this important responsibility so that the entire process works like a circle with the individual onus on each working to the institutions advantage. The Head of the Institution has a circle of leadership with him, referred to as the Principal's Leadership Circle (PLC). The PLC is responsible for providing strategic leadership and tactical guidance including budgeting and resource planning. All the Heads of Teaching Departments and Departments like Examinations, Student Activities etc form the Principals Leadership Circle. The group provides operational direction to the College. The College does have a designated Vice Principal and in the absence of the Principal, VicePrincipal take charge of the Principals office. Each of the heads, in turn, have their Leadership Circles, comprising members of the department. These Leadership Circles are responsible for planning and execution at the department levels. When a Head is absent, the charge is taken by one of the members of the Leadership Circle by rotation. Each teacher forms a leadership circle with student leaders in the Class which she/he is incharge of as a mentor. Similarly, in the Student Activities Department, Faculty Mentors in charge of student clubs have the office bearers of these clubs in their leadership circle. In turn, these student leaders have other students in their circle. Each Leadership Circle functions with a high degree of independence. Yet, they are also interdependent collaborative units, which support each other to deliver value to our stakeholders. Any member of the College can share her/his feedback, idea or opinion on critical issues with the respective Leadership Circles and this helps problems to be addressed at the lowest possible level. A second practice is the conduct of Open Houses by the Principal, during which all stakeholders are free to publicly ask any questions or articulate any concerns.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The college is affiliated to Telangana University and follows the curricula prescribed by the Telangana University for all the courses offered and as such it has a limited role in the framing of the curriculum. The revision of syllabus takes place every 3 years. In addition to the syllabus we believe in holistic development of the students
Teaching and Learning	The IQAC has frequent interactions with Heads of the Departments to evaluate the teaching learning process

of the institution. The AAA Cell also provides inputs to improve this based on the routine audits. The attempt is to constantly improve teaching methodologies, class room atmosphere, and exam results. Targets are also set for each department on the number of seminars/workshops to be attended by the faculty members and the number of papers to be presented etc. All these contributed to the improvement of quality in the teaching learning process

Examination and Evaluation

Headed by a Coordinator, the College Examination Cell takes care of all work related to the examination, including the coordination with the affiliating university. The college follows the examination and evaluation system prescribed by the affiliating university. Procedures are also in place to communicate effectively to students about the university examination schedule, the pattern and scheme of examinations etc. The performance of students is also monitored by the class mentors and students are told about the areas in which they need to make improvements, thereby emphasizing on the aspect of leadership at all levels. Internal exams are conducted as per schedule and minimum attendance requirements are strictly enforced.

Research and Development

Research Committee, headed by a Coordinator, administers the promotion and operation of research activities in the College. The Faculty members and students of the college are encouraged to attend international and national workshops/conferences and present research papers. Certain financial support is provided for such activities Faculty members are also motivated and encouraged to offer their expert services as resource persons, subject experts and chairpersons. Onduty leave is provided to faculty members who attend workshops and seminars. Library and laboratory facilities are upgraded by adding new learning resources and instruments.

Library, ICT and Physical Infrastructure / Instrumentation

The Library Committee which consists of faculty members assists the Librarians in ensuring the development of the library by recommending books, journals, magazines etc. The library

provides internet access to both the students and the staff members. It also extends reprographic services to students. The institution adopts policies and strategies for adequate technology deployment and maintenance. The ICT facilities and other learning resources are adequately available in the institution for academic and administrative purposes. The staff and students have access to technology and information retrieval on current and relevant issues. The institution deploys and employs ICTs for a range of activities. The students have access to WiFi.

Human Resource Management

The college has a welldefined, fair, nondiscriminatory HR policy for its employees. It accords top priority for staff development and organizes orientation programme for them conducted by external resource persons at the beginning of every academic year. Regular training programmes/guest lectures are also organized for the teaching faculty on various subjects pertaining to teaching methodologies, classroom management, teacher development etc. All these help in enhancing the quality of teaching learning process and in creating conducive atmosphere for team work.

Industry Interaction / Collaboration

The college has invited experts from the industry to deliver guest lectures and also has given projects to students which require interaction with the industry. Different departments have taken their students on industrial visits to give them a practical exposure. The Placement Cell of the college facilitates internship and placement with the leading industries for students. The cell also arranges regular training sessions on interview skills, resume writing etc. by industry experts.

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

E-governance area	Details
<p>Planning and Development</p>	<p>Annual Plans and Developmental activities are prepared by taking the opinions of all the stake holders and circulated among the staff and students through college website</p>
<p>Administration</p>	<p>Communication is transferred among the staff and with in the departments</p>

	take place through Bulk SMS, Whats app Group and email.
Finance and Accounts	Finance and Accounts are done through an accounting package and through centralized State Treasury Net work system.
Student Admission and Support	The Student admissions are done through a state government operated online system, DOST. All the student Scholarships are operated through online
Examination	The student Exam Fee collection, issue Hall tickets , posting internal and practical Marks. TUEXAMS.ORG, TUEXAMS.IN

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NIL	NIL	NIL	Nil
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	NIL	NIL	Nil	Nil	Nil	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programme	2	03/10/2017	17/12/2017	13
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

10	40	10	10
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6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
All state government welfare schemes are applicable like EPF facilities, Gratuity and Maternity Leave	All state government welfare schemes are applicable like EPF facilities, Gratuity and Maternity Leave	PostMetric Scholarships, Central scholarship and merit cash benefits

6.4 – Financial Management and Resource Mobilization

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

The institute conducts Both internal and External audit every year during the month of March/April. Internal Audit is done by IQAC Committee of our college. External audit is done by visiting committees from O/o Regional joint director, Warangal and O/o Commissioner of Collegiate education, Telangana

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	0
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCE HYDERABAD	Yes	IQAC
Administrative	No	Nil	Nil	Nil

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

1. Regular meeting and interaction of parent teacher association 2. Valuable suggestion for development of college 3. pointing out weakness of the college and suggesting rectification.

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

1.Health Awareness Programme 2. Financial inclusion programme 3.Yoga classes

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

The college was assessed and accredited by NAAC in February,2016. For overall development of the students and to keep pace with present needs of the job market, the policy of the college has been framed, incorporating suggestions and recommendations given by NAAC peer team. The college has witnessed tremendous growth both in terms of enrolment and quality enhancement in the recent years. 1. Traversing New Pathways through Curricular Alterations: 2. Scaling New Heights in Pedagogical Practices: 3. Experiential learning through project work/ surveys and field work: 4. Choice Based Credit System (CBCS) to enhance the choice of students in choosing courses: 5. Initiation of

New Evaluation Pattern.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Seminar on Anti Raging	15/03/2017	15/03/2017	15/03/2017	150
Nill	Awareness programme on anti drug addiction	23/06/2016	23/06/2016	23/06/2016	150

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Womens Day	08/03/2017	08/03/2017	300	100
Legal Awareness	23/11/2016	23/11/2016	200	150
Gender Seditization	16/12/2016	16/12/2016	100	100
Women Equality Day	26/08/2016	26/08/2016	100	100

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

Percentage of power requirement of the University met by the renewable energy sources
1. Ecoclub conducting programs to sensitize the students on environmental issues. 2. Rain water harvesting is adopted. 3. Installation of LED bulbs for Power Saving. 4. Green Audit (Protection of Plants) has been done by 2 NSS Units volunteers.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Ramp/Rails	Yes	5
Rest Rooms	Yes	10
Scribes for examination	Yes	15
Special skill	Yes	10

development for differently abled students

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	30/11/2016	1	HIV AWARENESS	HEALTH	120
2016	1	1	22/09/2016	2	Ganesh Immersion	Security	150
2016	1	1	24/09/2016	1	Observance of NSS Formation Day	Responsibilities of Students as NSS Volunteer	100
2016	1	1	31/10/2016	1	Observance of Rastriya Ekta Divas	Significance of National Integrity	150
2017	1	1	12/01/2017	1	National Youth Day	Social Responsibility of youth	100
2017	1	1	21/01/2017	1	Winter Special Camp	Student Services to Local Community People	100
2016	1	1	01/12/2016	1	AIDS Awareness	Awareness in students	100
2016	1	1	21/06/2016	1	Yoga Day	Public Health	50
2017	1	1	25/01/2017	1	National Voters Day	Significance of Voters	150

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus	16/06/2016	College Hand Book

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2016	21/06/2016	300
National voters Day	25/01/2017	25/01/2017	500
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plantation programs are frequently undertaking by the college through NSS wings 2. Water harvesting: Conducted Haritha Haram in the college campus with the collaborations of local revenue and forest department. 3. Collections of single use plastics in college premises and some selected villagess by NSS Units. 4. Rain water is collected soak pits nearly bore well for increasing ground water level.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. STUDENT STUDY PROJECTS 2. LITERACY CAMPAIGN- BEGINNING FROM HOME

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

<https://ccets.cgg.gov.in/Uploads/files/buttonDetails/40761.pdf>

7.3 – Institutional Distinctiveness

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

GOVT ARTS SCIENCE COLLEGE KAMAREDDY vision, 'To carry out with a vision of transforming the learners into becoming committed citizens of the country. To disseminate knowledge through value based education and make all students globally competent and equipped with leadership qualities. To provide quality education to all the sections hail from the society.' The classes are interactive with a constant endeavour to train students for the global challenges which lay ahead of them. It's not just the use of technology which is the focus, but a clear analysis and understanding of the outcomes of the teaching learning process which takes precedence here. This gives the teachers a clear idea of how, where and when the entire process is heading and how the students are going to benefit from it. The feedback mechanisms, constant brainstorming among colleagues to improve the class quality, inputs from the Student Council and individual students, parent inputs and alumni interaction too go a long way in ensuring that only the best education model is available to students. The right mix of experience and youth among the teachers and absolute parity when it comes to a blend of male and female teachers imparting top notch education, makes the college the ideal choice around thousand students who study here. Student experience is of paramount importance to every member of the teaching fraternity and the college management too shares the same viewpoint. The students would vouch for the fact that there is an adequate mix of rules with fun, freedom with restriction and congeniality with control. Preparing students for the future involves equipping them with the knowledge, know how, skills and attitude to be winners. Student experience is also about helping them to understand their peers better, working together in teams and having the sensitivity to understand others. To accomplish our vision with every advancing year we earnestly aim to raise the bar and set high standards for ourselves , so that our students have the best possible holistic experience

with us. An active NSS and Social Service Cell organize outreach programmes for the student community. The college rallies round during natural and manmade

Provide the weblink of the institution

<https://ccets.cgg.gov.in/Uploads/files/buttonDetails/40759.pdf>

8.Future Plans of Actions for Next Academic Year

We want to convert the college into an ideal educational hub by providing all the necessary infrastructure facilities required for enriching the knowledge of the students. The TSKC and Career Guidance and Counseling Cell will be training the students for placements and for getting admission in the most prestigious universities for studying PG and research. These training activities are organized for UG second and final year students.