



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		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.		08468220865
Mobile no.		9154806759
Registered Email		pri-gdc-kmr-ce@telangana.gov.in
Alternate Email		gdc.kmr@gmail.com
Address		Govt Arts and Science College Nizamabad Road Kamareddy Dist Kamareddy 503111
City/Town		Kamareddy
State/UT		Telangana
Pincode		503111

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Semi-urban</b>
Financial Status	<b>state</b>
Name of the IQAC co-ordinator/Director	<b>B UDAY KUMAR</b>
Phone no/Alternate Phone no.	<b>08468220865</b>
Mobile no.	<b>9989943665</b>
Registered Email	<b>prl-gdc-kmr-ce@telangana.gov.in</b>
Alternate Email	<b>gdc.kmr@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="https://ccets.cgg.gov.in/Uploads/files/buttonDetails/42812.pdf">https://ccets.cgg.gov.in/Uploads/files/buttonDetails/42812.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://ccets.cgg.gov.in/Uploads/files/buttonDetails/33067.pdf">https://ccets.cgg.gov.in/Uploads/files/buttonDetails/33067.pdf</a>

**5. Accrediation Details**

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

<b>6. Date of Establishment of IQAC</b>	<b>12-Jul-2012</b>
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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 for Office Staff	27-Nov-2017 2	36
Yoga Day	21-Jun-2017 1	100
ICT TRAINING FOR FACULTY	04-Jul-2017 2	38
<a href="#">View File</a>		

**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
NIL	NIL	NIL	2018 0	0
<a href="#">View File</a>				

**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 :**

5

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 201718 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

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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 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
To train the Lecturers to use ICT and Digital Classrooms utmost	100% of faculty is using ICT and Digital classrooms effectively
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.
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
IQAC & NAAC College Committee	28-Dec-2017

**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

2018

Date of Submission

02-Mar-2018

**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

Curriculum Planning & Implementation Govt Arts and Science College, Kamareddy being an affiliated college of Telangana University, Dichpally strictly follows the curriculum prescribed by the university. Our academic calendar is strictly based on the framework provided by the university. College has the following mechanisms for effective delivery of curriculum. • Orientation programme is

organized every year for newly admitted students to make them aware of the mechanism for curriculum delivery and implementation. • Timetable committee of the college prepares the master timetable for all courses and circulates it to different departments before the onset of new academic session. Timetable is prepared strictly in accordance to the number of lectures & tutorials mentioned in the prescribed syllabus of each course offered by the departments. • Departmental meetings are held in every department in which the topics of the syllabus are distributed to the teachers after discussion with them. Number of classes for each topic is decided according to the university syllabus. • Students are given the details of teaching assignment of each teacher by the teacher in charge of the department. • Various classroom teaching methods based on various needs of different subjects are regularly used for the effective delivery of the curriculum such as (i) Chalk & Talk method (ii) ICT-enabled teaching learning method. (iii) Use of different software. (iv) Field tours are organized by the departments of Zoology, Botany, Chemistry, Commerce, Physics, Political Science etc.. to ensure effective implementation of the prescribed curriculum. (v) Seminars and special lectures by subject experts are arranged regularly by all departments for advance studies. (vi) Regular class test, regular assessment in practical classes, mock tests, are done to keep track on the performance of the students. (vii) Departments maintain the detailed record of the classes, attendance & assessments of the students.

#### 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
COMMUNICATION SKILLS AND SOFT SKILLS	NIL	19/10/2017	03	SELF EMPLOYMENT	INTERVIEW SKILLS
Communication for Excellence	NIL	25/10/2017	01	SELF EMPLOYMENT	communication skills
Arithmetic and Reasoning	NIL	30/10/2017	02	SELF EMPLOYMENT	Arithmetic and Reasoning skills
Awareness Programme On IT Skills	NIL	07/11/2017	02	SELF EMPLOYMENT	IT SKILLS
CAMPUS RECREATION TRAINING	NIL	14/03/2018	30	EMPLOYABILITY	EMPLOYABILITY
Grafting Techniques	NIL	01/07/2017	30	EMPLOYABILITY	Skill Development

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	BZC (E/M)	08/05/2017
BSc	MPC (E/M)	08/05/2017

BA	EPE ML (E/M)	08/05/2017
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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	01/07/2017
BCom	ALL COMBINATIONS	01/07/2017
BSc	ALL COMBINATIONS	01/07/2017

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	17/07/2017	629
Gender Sensitization	11/09/2017	629
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Fishery and Zoology	16
BSc	Fishery and Zoology	18
BSc	Forestry and Botony	180
BSc	Chemistry	32
BCom	Commerce	30
BA	Economics	5
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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 Obtained The college appointed class mentors for each class, prepared the structured feedback forms which covered all the teaching learning aspects for different stakeholders, such as students, parents and employers. The forms

of feedback are distributed to students and parents through mentors of the class. The college established an academic council for academic excellence in order to analysis of the different feedbacks the council collected the feedback forms from stakeholders and analyzed systematically. IQAC Role The college thoroughly reviews the curriculum aspects for every academic year. The college established an Internal Quality Assessment Cell for quality consistence and quality enhancement measure. The IQAC college committee worked with various departments and committees like Career Guidance, Anti Ragging and Anti Sexual Harassment Committee, etc. It reinforces the curriculum by incorporating updated information and other issues. Overall Development of College through feedback

- Activity based teaching learning
- Purchased new books, and games materials
- Beautifying campus
- Lab as classroom
- Updated labs
- Virtual classroom training for students
- Vegetation on campus improved
- Various cultural, literary, sports and games competitions conducted
- Organized fieldtrips and projects
- Coaching classes for higher education are conducted

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	HEP T/M	60	60	60
BA	RI E/M	60	59	59
BA	COMPUTER APPLICATIONS E/M	30	20	20
BA	EPP T/M	60	59	59
BCom	GENERAL T/M	60	25	25
BCom	COMPUTER APPLICATIONS E/M	30	29	29
BCom	COMPUTERS E/M	30	30	30
BSc	MPC T/M, E/M	110	55	55
BSc	BZC T/M, E/M	110	86	86
BSc	BFC E/M	80	80	80

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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
2017	629	119	55	8	63

### 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
63	63	15	8	2	2
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring of students is conducted by the departments of the college. Mentoring of students is based on the following objectives: • To increase the teacher student contact hours • To identify and address the problems faced by slow learners and first generation learners • To encourage advanced learners. • To decrease the student dropout rates. • To prepare students for the competitive world. Every year, departments individually organize orientation sessions on the class commencement day for students of first semesters and explain the designing and implementation of the mentoring system of the department. Departments maintain the records of class tests, attendance records, records of student seminars etc related to the reviewing of the performance of the students. Teachers maintain interaction with students through individual meetings, interactions and also meeting with Parents. Time factor is a major constraint of the mentoring system, especially after introduction of the CBCS. To overcome this constraint, teachers sometimes suggest students to provide the list of difficult questions and problems faced by them while preparing for the examinations and then the teachers provide solutions to the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
629	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 state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr.V. SHANKARAI AH	Assistant Professor	Dr MADA NAGABHUSHANAM GUPTHA RASHTRA STHAYEE SAHITHI PURASKARAM, KANYAKA PARAMESHWARI CHARITABLE TRUST, BASARA
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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
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				examination
BA	129,111,353,354	III YR	03/03/2018	05/05/2018
BCom	401,402,405	III YR	03/03/2018	05/05/2018
BSc	462,461,445	III YR	03/03/2018	05/05/2018
BSc	441,460,467,468	III YR	03/03/2018	05/05/2018
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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, self learning 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	20	5	25
354	BA	EPRI	62	27	44
352	BA	EPCA	18	9	50
129	BA	HEP	38	19	50
401	BCom	GENERAL	20	7	35
405	BCom	CA	21	10	48
402	BCom	CS	8	4	50
441	BSc	MPC	29	6	21
445	BSc	BZC	67	16	24
460	BSc	MPE	14	6	43

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### 2.7 – Student Satisfaction Survey

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

<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
Nill	0	NIL	0	0

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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NILL	NIL	

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	Nill	NIL

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

Incubation	Name	Sponsered By	Name of the	Nature of Start-	Date of
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Center			Start-up	up	Commencement
Natural Color Extraction	Natural Color Extraction	Humanities and Sciences Centre NG Ranga University Hyderabad	Natural Color Extraction	Eco Friendly	26/02/2018
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
5000	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
Physics	1

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
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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
Public Administration	2
MSW	2
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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 mentioned in the publication	Number of citations 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	NIL
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
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Presented papers	Nil	10	Nil	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
Plantation of Trees	NSS Units	3	120
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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
Yuva Tarangam	Best Teacher Award	CCE TS	10
Jignasa	Appreciation	DRC	6
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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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS	Unit - 3	Plantation of Trees	3	120
NSS	Unit - 3	Consumer Right Day	4	60
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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
Extension Lecture	B.Karunakar Rao	DRC	1
Extension Lecture	K.Ashok Kumar	DRC	1
Extension Lecture	J.Shiva Kumar	DRC	1
Extension Lecture	T.Maloor	Dept. of Fishery, Kamareddy District	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	Duration From	Duration To	Participant
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		/research lab with contact details			
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
NIL	Nil	NIL	Nil
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3205000	2714176

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	18488	1389896	212	37736	18700	1427632
Reference Books	5065	853000	40	7297	5105	860297
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
No file uploaded.			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	55	4	10	0	0	3	4	100	0
Added	26	0	0	0	0	0	0	0	0
Total	81	4	10	0	0	3	4	100	0

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

100 MBPS/ GBPS
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##### 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	<a href="#">0</a>

#### 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
36.67	1780000	0.6	58000

##### 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 classrooms 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>
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**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 Scholarship by Govt. of Telangana	1326	10809550
Financial Support from Other Sources			
a) National	0	Nil	0
b) International	0	Nil	0
<a href="#">View File</a>			

## 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
Counseling and Monitoring	12/12/2017	45	Concerned Committee Incharges
Meditation	12/02/2018	85	Bandi Ramulu, Patanjali Yoga Samiti, Kamareddy
Yoga	10/07/2017	70	Bandi Ramulu, Patanjali Yoga Samiti, Kamareddy
Bridge Courses	21/08/2017	160	Faculty
Language Lab	15/02/2018	70	Department of English
Remedial Coaching	19/01/2018	80	Faculty
Soft skill Development	10/07/2017	490	TASK
<a href="#">View File</a>			

## 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
2018	Police Constable Coaching	65	65	20	Nil
2018	TSKC	15	150	12	12
2018	Placements For Teachers	220	220	82	82
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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
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

## 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
<b>ICICI</b>	<b>50</b>	<b>12</b>	<b>muthoot finance, varun motors</b>	<b>50</b>	<b>3</b>
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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
<b>2017</b>	<b>400</b>	<b>BA, BCOM, BSC</b>	<b>ALL SUBJECTS</b>	<b>OSMANIA, TELANGANA, PALA MURU UNIVERSITY</b>	<b>POST GRADUATION, B. ED</b>
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
<b>Any Other</b>	<b>60</b>
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
<b>SPORTS</b>	<b>COLLEGE</b>	<b>100</b>
<b>CULTURAL</b>	<b>COLLEGE</b>	<b>200</b>
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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
<b>Nil</b>	<b>NIL</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>NIL</b>
<b>No file uploaded.</b>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of



the institution (maximum 500 words)

The College did not constitute students council separately but with the help of mentors the Principal nominates the class representatives for each class. The college conducts the CRs meetings along with the senior faculty members whenever required during the academic year. The academic and administrative strategies are discussed with them and all the information will be communicated to them so that it will be later communicated to the students by them. In the CRs meetings they are given opportunity to discuss openly the pros and cons on the conduct of the curricular, cocurricular and extracurricular activities that are practiced in the college. The valuable suggestions given by them regarding the maintenance of the minimum facilities in the college are considered immediately. The major activities such as celebration of fresher's day, college annual day, conduct of cultural activities games and sports will be organized only after taking the opinion of the CRs in the CRs meeting all these activities are organized and conducted in perfect and successful manner because the students are allowed to involve in designing, planning and in implementation of the programs. The students are nominated as the members in various curricular, co curricular and extracurricular and administrative committees.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

69/2016

5.4.2 – No. of enrolled Alumni:

200

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, presently is serving as Chairman of Telangana Food Commission, a constitutional body of Telangana state. • The Alumni association is serving to the college in many ways by supporting the college for the development and protection of the properties. • Extended the physical support for the improvement of greenery in the college premises. • Stood as the role model and ideal personalities to the students. So as to improve their spirit of education. • Being live example for the improvement of the leadership quality among the students.

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

The college is practicing the decentralized and participative management system for the effective implementation of the academic and administrative programs.

A). Decentralized management: It includes the Principal, Staff and students

PRINCIPAL: The Principal is the Key person who implements the plans and policies of the Top Management of the institution. In the process of execution of polices and plans, the Principal has to face different types of challenges. So that He/She will get good experience and transform into an efficient leader.

STAFF : The teaching and nonteaching staff plays a pivotal role for the effective implementation of the Plans and polices. In the process of the

decentralization, the Principal delegates his / her powers to the Staff by nominating them as mentors, Conveners, Coordinators and as in charges of various academic and administrative committees( bodies). The staff while implementing the Curricular, Co-Curricular, Extracurricular and administrative programs of the college at grass root level. They face the variety of challenges and hardships, while overcoming these hardships, they groomed as the leaders. STUDENTS: The institution always believes that every student has a potential to excel either in Academics or in Cocurricular and Extracurricular activities. The Principal and the faculty provide the opportunity to the students by nominating them as the members of various academic and administrative committees where they gain experience in facing the various challenges. In this process the students get the chance of discovering themselves and improve their selfconfidence to groom themselves as future leaders. B). Participative Management: The College promotes the culture of a participative management also for its overall development. The college has two levels of participative management viz. Level1 and Level2 LEVEL1 : It Consists of the Principal, Vice -Principal and CPDC. They discuss the policies and plans at the Top Management. LEVEL2 : It consists of Principal and teaching and nonteaching staff. After the consultations with both the teaching and nonteaching staff members, the Principal takes operational decisions for the betterment of the institution.

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

No

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	The admission process is completed with centralized online admission portal Degree Online Services, Telangana (DOST). The students are allotted to the college according to the merit and reservation through DOST Website and the college completes the admission procedure. DOST is first of its kind in the country to do Degree admissions online. There is no way to get the admission directly in the College.
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

	<p>information retrieval on current and relevant issues. The institution deploys and employs ICTs for a range of activities. The students have access to WiFi.</p>
Examination and Evaluation	<p>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.</p>
Teaching and Learning	<p>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</p>
Curriculum Development	<p>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.</p>

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

E-governance area	Details
Planning and Development	The college YEAR WISE academic plan

	<p>is prepared and CCE also provide year program to organize various programs.</p> <p>College also follows university provided ALMANAC. According to the year plan, CCE Plan and university ALMANAC college conducts various activities and record the proceedings accordingly</p>
Administration	Communication is transferred among the staff and with in the departments take place through Bulk SMS, Whats app Group and email
Finance and Accounts	The college is a government institute and the funds are provided by state government. The self finance courses funds are utilized as per the government guidelines. The office maintains the financial records regular audits are conducted to monitor the accounts of the college.
Student Admission and Support	Students are admitted into the college through the state wide centralized admissions portal Degree Online Services, Telangana (DOST). Students get allotment of seats through online application system and after completing the formalities online, students' admission process is completed. The college has an a helpline centre for online admissions at college Support is provided to the Students through this helpline centre for various admission related problems.
Examination	The student Exam Fee collection, issue Hall tickets , posting internal and practical Marks.

### 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
2017	NIL	NIL	NIL	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development 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)

2017	TRAINING PROGRAMME ON MSOFFICE	TRAINING PROGRAMME ON MSOFFICE	22/08/2017	20/09/2017	55	10
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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
Refresher Course	1	20/11/2017	10/12/2017	21
Short Term Course	2	17/10/2017	20/12/2018	7
Orientation Programme	1	01/11/2017	28/11/2017	28
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	45	20	10

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Dr P Yellareddy , CEO of Safola	500000	College Development
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6.4.3 – Total corpus fund generated

0
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCETS HYDERABAD	Yes	IQAC
Administrative	No	Nil	Yes	FINANCE COMMITTEE

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

Conduct parent teacher meetings to improve Attendance Conduct parent teacher meetings to improve Result. Review meetings feedback follow up activities. Mentor meeting is conducted for the students by the individual faculty to ensure the improvement in academics and cocurricular activities. The purpose of this meeting is to conduct the SWOT (Strength, Weakness, Threats and Opportunities) analysis of students.

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

Encouraging the teachers to participate in the quality related programs outside the college Encouraging the teachers to do MRP (Minor Research Programs) Encouraging the teachers to participate in RC OC

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

According to the recommendations of the Peer Team visited the College in 2016, the following initiatives have been taken: The faculty members were encouraged to carry out research activities. ICT based training was provided to the faculty under IQAC. The faculty and students were encouraged to adopt best practices at college level and at society level. IQAC Cell was strengthened.

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	celebration of International Day Against Drug abuse Illicit Trafficking Awareness programme	15/02/2018	Nil	15/02/2018	100

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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
Anti Dowry Day	18/07/2018	18/07/2018	200	100
INTERNATIONAL WOMENS DAY	08/03/2018	08/03/2018	300	200
Women Equality Day	26/08/2017	26/08/2017	100	50
Nutrition and Hygiene	20/11/2017	20/11/2017	100	Nil
Installation of Sanitary Pads Machine	08/03/2018	08/03/2018	100	Nil

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
Environmental awareness campaigns by organizing seminars under NSS Unit EcoClub. Installation and replacement of LED lights to conserve the electricity

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	6
Ramp/Rails	Yes	6
Rest Rooms	Yes	10
Scribes for examination	Yes	20

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
2017	1	1	11/12/2018	1	SWATCHA BHARATH	CLEANNESS	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)
HANDBOOK	17/07/2018	COLLEGE DETAILS

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
INTERNATIONAL YOGA DAY	21/06/2018	21/06/2018	300

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

College is regularly striving hard to keep the campus eco friendly .Every year new plantation drive is run by name of Telangana ku Haritha Haram. During the Academic Year, as many as 300 new saplings were planted on the College campus to maintain the premises lush green besides proper maintenance of existing plants. Our college campus has some medicinal plants and other eco friendly plants. The college maintains zero air pollution and sound pollution students and faculty work hard to keep the campus clean by taking part in Swatch Bharath programme.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

1. Rasivanam has came up on a 7 acre plot belonging to this college adding to the recreational facilities in the newly formed district headquarter town. The Rasivanam launched at the initiative of College faculty and the Honble District collector Dr N.Satyanarayana in August under the Haritha Haram Programme is named rasivanam based on the concept that individuals can plant sampling according to their rasi (as per their zodiac sign). Those interested in planting saplings according of their rasi should donate Rs 5000/- for its upkeep to the nine-member committee headed by the convenor. Hundreds of people have planted saplings. 2. Door to Door to Admission Campaign: • All the Teaching Staff and Students were divided into Five Teams and visited all the nearby Govt. Junior Colleges to campaign about Admission for the Academic Year 2017-18 by explaining the students about rich facilities available about the College. • The Teams have collected the Inter Second Year students' data to contact over phone and to visit their homes. • The Teams have visited the students' homes directly and explained how to get admission through DOST website and created awareness to the parents of the students about Courses, experience of staff and physical facilities in an attractive manner. 3. Library User Awareness Programme: • This practice was initiated by the Dept. of Library for better utilization of the Library's Print and Electronic Information Resources. • The College Library is equipped with rich collection of Text books, Reference books, Journals, News papers, e-resources etc. • As part of this initiative, users' awareness programmes were conducted to staff members and students. • As a result of this practice, the number of visitors of library increased significantly and UG students cleared PG entrance examination and got seats in Universities like HCU, Osmania, Telangana University and Satavahana etc.

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

The Institution has been striving to provide quality education to the students who take admission in this college. Most of the students who took admission are belong to rural area and are economically poor. The institution has been taking all the necessary measures in procuring the infrastructure facilities and in strengthening the teaching learning process to provide quality education to all the students. The complete focus of all the stake holders at the management side such as Principal, Teaching and Non teaching staff and the CPDC members is to transform a normal student in to an educationally empowered student who can face the modern age challenges.



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**

The college is planning to introduce and promote ICT based teaching for all students. The digital class room will be utilized to conduct online lectures. The college aims to provide knowledge, skill and outcome based education for all the students and makes them capable for today's competitive world. It is also planning to strengthen the academic side by getting more number of sanction posts of the teaching staff and also trying to modernize the teaching learning process by procuring equipment related to the ICT. By the collective efforts of the teaching staff and the students the college showing good results and maintaining its average pass percentage more than the affiliated university. The college is also planning to initiate more steps to increase the admissions in ensuing academic year.