



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	GOVERNMENT DEGREE COLLEGE (ARTS AND COMMERCE)
• Name of the Head of the institution	DR. JALAGAM ANITHA
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08732355616
• Mobile No:	995966098
• Registered e-mail	gdcwomens.adilabad.jkc@gmail.com
• Alternate e-mail	gdcac.adb@gmail.com
• Address	OPP: HEAD POST OFFICE
• City/Town	ADILABAD
• State/UT	TELANGANA
• Pin Code	504001
2.Institutional status	
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	KAKATIYA UNIVERSITY				
• Name of the IQAC Coordinator	Sri SK MUJEEB				
• Phone No.					
• Alternate phone No.					
• Mobile	9989717139				
• IQAC e-mail address	gdcwomens.adilabad.jkc@gmail.com				
• Alternate e-mail address	gdcac.adb@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/37416.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://ccets.cgg.gov.in/Uploads/files/buttonDetails/74834.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.88	2008	28/03/2008	27/03/2013
Cycle 2	Nil	2.01	2016	19/01/2016	18/01/2021
6.Date of Establishment of IQAC			15/06/2008		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			5		

<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<ul style="list-style-type: none"> • Alumni Association of our college was registered with Registrar of Societies, Department of Registration and stamps adilabad With regd No 391/2021 		
Participated in NIRF Ranking		
Got ISO 9001:2015 and the certificate was awarded by HYM International Certifications Pvt.Ltd in February 04th 2020		
Covid -19 Special Vaccination camp was conducted in the college On 8th and 9th September 2021 with the help of Adilabad District Medical and health doctors and staff and through the personnel of Primary health Center (PHC) Gimma in which 1st Dose of vaccination was provided to 217 persons including the college staff and students and public.		
Online Classes were conducted during the lockdown period of 2020-21 academic year.		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
To conduct Dost admission campaign for UG	Admissions increased to the satisfactory extent
To cover the syllabus loss, if any, by conducting special classes	online classes were conducted and the syllabus was completed during lock down period
To conduct NSS Activities	<ul style="list-style-type: none"> • Swachh Bharath • National Voters Day Celebrations • National Integration Day • World Population Day • Medical Camps • Participation of volunteers in Pulse Polio and immunization Programs • Conduct of workshops on Grammam tho mamekam, skill Development ,Self Defense/Martial Arts • Awareness on soak pits / Rain water Harvesting Pits are conducted
to conduct awareness program for freshers about program objectives and college facilities	Awareness program were conducted about program objectives and college facilities
To improve ICT infrastructure	Virtual classes was made accessible to the students and staff
To conduct the semester exams as per the instructions of kakatiya university	Semester exams were conducted as rescheduled the kakatiya university due to covid -19 effect
To improve library Facilities	Reading Room was made accessible to the students.
13.Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> • Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	30/03/2022

15. Multidisciplinary / interdisciplinary

According to Banabhatta's Kadambari, good education is knowledge of 64 arts including fine arts and scientific, vocational and professional Subjects. This spirit must be brought back into Indian education required for the 21st century. Credits will be given in all Bachelor's Degree programmes for these subjects through offline /online mode.

Environmental studies offered by our university develops environmental consciousness among our students. Value-based education enhances ethical and humanistic awareness.

The undergraduate degree will be of either 3 or 4-year duration, with multiple exit options within this period, with appropriate certifications, e.g., a certificate after completing 1 year in a discipline or field including vocational and professional areas, or a diploma after 2 years of study, or a Bachelor 's degree after a 3-year programme. The 4-year multidisciplinary Bachelor's programme, however, shall be the preferred option since it allows the opportunity to experience the full range of holistic and multidisciplinary education in addition to a focus on the chosen major and minors as per the choices of the student.

Research internships will engage the students with the practical side of their learning by improving their employability.

Multidisciplinary Education and Research Universities will be set up for highest global standards education.

16. Academic bank of credits (ABC):

An Academic Bank of Credit (ABC) shall be established for digitally storing the academic credits earned from various recognized institutions. These credits will be considered while awarding the degree.

Academic Bank of Credit will keep records of the academic credits of a student. It will not accept any credit course document directly

from the students for any course they might be pursuing, but only from higher education institutes, who will have to make deposits in students' accounts.

This will help in credit verification, credit accumulation, credit transfer and redemption of students, and promotion of the students.

The credits stored in the individual accounts of the students will give them a much larger scope of freedom in terms of their academic/career choices.

The students can drop out of their institute from any year/semester and exchange the credits earned so far with a certificate/diploma if eligible. They can redeem the credits and rejoin the same institute or some other institute of his/her choice at the same time or some other time in future and continue from the year/semester his education is pending from.

17.Skill development:

A key objectives of NEP is to impart skill development to the students, especially those who are pursuing their higher education. The higher education curriculum will be designed to empower youth with mandatory technical & soft skills at graduation & post graduation levels.

The students are lacking the required skills even after completing the course that is the main reason why many students having a degree remain unemployed. The NEP has its vision to empower the youth through the set of vocational, employable & entrepreneurial skills provided to them at different stages of training & education. The skill development will help the students in getting better employment opportunities and also help them in becoming self employed professionals.

The NEP based model will follow a skill based education and will impart employable & atma nirbhar skills among the students. To make this more practical, more vocational courses will be added to the curriculum and will be taught in every university/college across the country. The short term job oriented vocational courses will play a vital role in producing skilled graduates in tune with the industrial revolution.

The NEP has its goal to provide vocational skills to 50% students by the year 2025.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Knowledge of India includes knowledge from ancient and modern India covering mathematics, astronomy, philosophy, yoga, architecture, medicine, agriculture, engineering, linguistics, literature, sports, games, as well as in governance, polity, conservation. Specific courses in tribal ethno-medicinal practices, forest management, traditional (organic) crop cultivation, natural farming, etc. will also be made available.

Indian knowledge system becomes rich through the study of diverse cultures of india, tourism and hospital management leading to Ek Bharat Shrestha Bharat.

Indian arts of all kinds must be offered to students at all levels of education for achieving the individual happiness. Art, in the form of literature, plays, music, film, etc. cannot be fully appreciated without language. In order to preserve and promote culture, one must preserve and promote various Indian languages and literatures.

Cultural awareness and expression are among the major competencies considered important to develop in students, in order to provide them with a sense of identity, belonging, as well as an appreciation of other cultures and identities. It is through the development of a strong sense and knowledge of their own cultural history, arts, languages and traditions that student can build a positive cultural identity and self-esteem.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome based education is a process that involves the restructuring of curriculum, assessment and reporting practices in education to reflect the achievement of high order learning and mastery rather than the accumulation of learning and mastery rather than the accumulation of course credits

Each course has its specific and expected outcomes which include the fundamental and in-depth knowledge on the subject promoting analytical and observational skills. They also include developing aptitude for higher studies, setting a stage for employment and making use of the knowledge gained in the readings of everyday. Connecting theoretical knowledge to practical life skills and the capability to manifest the same is an integral part of any expected

course outcome. As and when the University introduces the new syllabus, discussions are conducted at the department level to identify and consolidate the programme outcomes (PO), course outcomes (CO) and program specific outcomes (PSO). The report is assessed and reviewed by the college academic committee and IQAC. The reviewed report is uploaded in the college website. In this process our institution ensures that Course Outcomes, Program Outcomes and Programme Specific Outcomes are communicated to all the students and the faculty alike.

20.Distance education/online education:

NEP 2020 emphasizes the creation of virtual labs wherein students can practice their theoretical knowledge and make course content available in different languages. Our college has set up two computer labs, two smart board enabled class rooms, two projectors enabled class rooms, a virtual classroom etc. During the lock down period, online classes are conducted by our faculty.

Institutions will have the option to run Open Distance Learning (ODL) and online programmes, provided they are accredited to do so, in order to enhance their offerings, improve access, increase GER, and provide opportunities for lifelong learning. All ODL programmes and their components leading to any diploma or degree will be of standards and quality equivalent to the highest quality programmes run by colleges

Our kakatiya university offers distance education in UG and PG programs through SDLCE -School of Distance learning and continuing education for which study centers are set up at various degree colleges.

Finally, all programmes, courses, curricula, and pedagogy across subjects, including those in class, online, and in ODL modes as well as student support will aim to achieve global standards of quality.

Extended Profile

1.Programme

1.1

5

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student2.1 **613**

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **276**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 **138**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 **15**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **24**

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	5
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	613
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	276
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	138
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	15
File Description	Documents
Data Template	View File

3.2	24
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	15
Total number of Classrooms and Seminar halls	
4.2	2.14712
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	90
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Our Collegesets the action plan as per the almanac prescribed by Kakatiya University and the academic calendar circulated by the Commisionerate of Collegiate Education, Hyderabad. The Curriculum is aimed at the student development.B.o.S meetings are conducted at the University in which some college faculty members participate in Curriculum Designing.

Departmental meetings are conducted at the college .Besides conventional methods, computers,Virtual Classroom & Digital classrooms etc are used for teaching.Extension lectures, seminars and Webinars are organized by various departments. Curriculum Delivery is also made interesting by our teachers through the YouTube channels of the college and individual teachers especially during the lock down period. The Spoken and written English skills are delivered to the Students through the Communication skills Lab maintained by the department of English.All the Departmental Activities like conduct of theory, practical & online classes,

student seminar, extension Lectures, Study projects, field trips, Group discussion, Quiz Programs etc are documented in the online Digital teaching Diary and also in the departmental activity registers. The commissionerate of collegiate Education telecasts live and recorded interactive sessions and audio visual lessons in Various Subjects through manatv Telangana Satellite -Nipuna (TSAT Nipuna) Channel. Mana Tv Program implementation register is Maintained.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college strictly follows the Almanac and academic calendar prescribed by Kakatiya University and Commissioner of Collegiate Education respectively for the accomplishment of continuous internal evaluation system.

The University Almanac includes:

- Onset of classes
- Last date of Instruction
- Dates of internal Assessment tests
- Dates of Semester exams
- Dates of Vacation
- Dates of Preparation holidays

The teachers prepare teaching plans according to the academic calendar and working days are strictly maintained as per the university guidelines. The schedule of external examinations is set by the University.

The following activities are conducted based on the academic calendar and college action plan.

- Course Learning and Outcomes
- Regular class tests and co curricular activities like student seminars, student study projects ,field trips, group

discussions ,Just a Minute (JAM), workshops, debates, extension lectures and seminars by experts etc

- Two internal assessment tests in each semester are conducted with appropriate weightage in the university examinations. Evaluation is graded as Semester Grade Point Average (SGPA) for each semester and Cumulative Grade Point Average (CGPA) at the end of the Program.

All the departments of the college conduct certificate courses. They also contribute to the (CIE) and all round personality development.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

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

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

5

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

1

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Our institution well integrates several crosscutting issues into the curriculum. Accordingly , the following subjects are introduced by kaktiya university under CBCS with effect from academic year 2019 -20 and were adopted during the academic year 2020 -21.All these important topics are assimilated into the curriculum and are given credits.

- Under Ability Enhancement Compulsory Course (AECC), for B.A and B.Com ,Basic Computer Skills and Environmental Studies are prescribed.
- Under Skill Enhancement Course (SEC),for B.A,Project Planning and Report Writing, Entrepreneurship and Development, Forms of Journalistic Writing and Rural Politics and Leadership subjects are prescribed.For B.Com Principles of Insurance/ b)Foundation of Digital Marketing/ c)Fundamentals of Business Analytics ,Practice of Life Insurance/ b)Web Design &Analytics/ c)Application of Business Analytics,Practice of General Insurance/ b)Social Media Marketing c)Business Intelligence and a)Regulation of Insurance Business/ b)Search Engine Optimization & Online Advertising c)Data Visualisation & Story telling subjects are prescribed.
- Under Generic Elective (GE),for B.A, Good Governance are prescribed for B.Com,Business Economics are prescribed.
- Project Work (PW),for B.A,Cultural Tourism in India are prescribed.

The integration of the above subjects into the curriculum paves a right way of developing awareness about the current trends and relevance of the society.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

0

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://ccets.cgg.gov.in/Uploads/files/butt onDetails/74341.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

480

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

235

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

At the beginning of the UG Programmes, the identification of the slow and the advance learners begins. The Non Commerce - students taken admission in B.Com feel difficult to understand commerce subjects. Such students are identified and special classes are arranged. Similarly, the science students taken admission in B.A also feel difficult in understanding social science subjects. Such slow learners are also identified and special bridge gapping classes are arranged. Special communicate English classes are arranged for those who are poor in English.

Each class is allotted to a lecture who is the class teacher cummentor. He identifies absentees of his respective class and informs them and their parents about the absence. Such absentees are classified into small groups and each group is allotted to advance learner. He conducts personal counseling classes for the students of his class and tries to know the difficulty of the students in consolation with their parents.

The slow learners are identified on the performance of the students in slip tests conducted before each internal assessment. Base on the performance in the internals, remedial classes are conducted. Remedial coaching is also given to the students failed in the semester exams.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
613	15

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

In our Institution, apart from the conventional methods, various student-centric methods are adopted for intensifying the learning experience of the students. The methods include experiential learning, participative learning and problem solving.

They involve the process of teaching learning between the teacher and the student that infuse the direct experience with the learning environment and content. The various departments of our college organise - Field Trips, Study Projects etc. The study projects assigned to the students on various topics inculcate research tendency and innovative thinking among the students. The data collection, survey, questionnaire and such other research methods make the students experience learning through research. The students improve their learning levels with ICT aids. The students gain novel experience in witnessing the classes conducted in other colleges with the help of the Virtual Classroom.

Group Discussions, Debates, Student Seminars, NSS social work etc are conducted as part of experiential learning, participative learning and problem solving Methodologies.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

All the teachers of our institution use ICT enabled tools for effective teaching-learning process.

DIGITAL CLASS ROOMS:

There are three digital classrooms;each consisting of a system, projector and a smart board with touch enabled screen connected with internet facility.

Virtual Classroom:

We have virtual classroom set up in room no 5. In this class room, the students gain novel experience in witnessing the classes conducted in other colleges.

Computer LABs:

There are two computer labs in room no 3 and 4 which are meant for B.A and B.Com Computer programs.

TSKC LAB

TSKC Lab in room no 9 is equipped with computer systems. Skill development classes are taken for the students by TSKC Mentor in computer skills, communication skills and such other employability skills.

Communication skills LAB

Communication skills LAB is maintained by the department of English. It is equipped with computer systems with head phones. Various Programs related to English language skills group decision and interview skills, Pronunciation, Dictionary skills etc are installed in each system.

ONLINE classes:

All the faculty members are actively involved in conducting the online classes through ZOOM and Google MEET platforms during the lockdown period of 2020-21 .

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://gdcts.cgg.gov.in/OtherPages.edu?page=getSubMenus&centreId=13&id=21706

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

2.3.3.1 - Number of mentors

15

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

15

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

84

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution and the mentors ensure that all the students receive the guidelines about the evaluation process. The students are assessed based on their attendance and their performance in tests, assignments and projects assigned by the faculty.

Several methods are adopted to assess the students like periodical tests, quizzes, home assignments, questionnaires, student seminars, classroom activities, group discussions etc. making the mechanism of Internal Assessment robust in terms of frequency and variety. The evaluated answer scripts of all the internal assessments are shown to the students for any discrepancies and marks of all the students are announced in the classroom to make the process transparent.

The evaluation of the students is also done by their performance through Communication Skills, Student seminars, Observational Skills, Reading Skills, Writing Skills, Problem Solving Skills, Creativity, Logical thinking and analytical skills, student study

projects etc.

The institution has an examination committee which takes care of the examination-related works. The academic coordinator is the convener of the committee. The marks obtain by the students in the internal assessments are posted in the internal assessment & semester marks registers in the departments. They are also uploaded in Kakatiya university website.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Our College maintains an efficient and transparent mechanism to deal with the grievances related to internal examinations. The Examination Committee, under the convener ship of the academic coordinator, is committed to deal with a responsible link among students, teachers and college administration for sustenance of a hassle-free mechanism to deal with the responsibilities of the Examination Branch to help the students.

From the academic year 2016-17 onwards the State Government of Telangana has instructed the Universities to introduce the semester system as per CBCS which is implemented by Kakatiya University. Then onwards, the time schedules for the conduct of internal exams and question paper patterns are decided and designed by the University only. The University proposed to conduct two internal exams in a semester. Whether it was the year-wise system or the present semester system, the college has its own organized mechanism for the conduct of the internal examinations which is transparent and dynamic in terms of frequency and variety.

The internal assessment schedule is communicated to the students. The answer scripts are evaluated and are handed over to the students. Any queries and grievances are addressed with due concern.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Each course has its specific and expected outcomes which include the fundamental and in-depth knowledge on the subject promoting analytical and observational skills. They also include developing aptitude for higher studies, setting a stage for employment and making use of the knowledge gained in the readings of everyday. Connecting theoretical knowledge to practical life skills and the capability to manifest the same is an integral part of any expected course outcome. As and when the University introduces the new syllabus, discussions are conducted at the department level to identify and consolidate the programme outcomes (PO), course outcomes (CO) and program specific outcomes (PSO). The report is assessed and reviewed by the college academic committee and IQAC. The reviewed report is uploaded in the college website. In this process our institution ensures that Course Outcomes, Program Outcomes and Programme Specific Outcomes are communicated to all the students and the faculty alike.

After admissions to first year programmes, IQAC organizes a full day induction programme about various programme outcomes. The Next level of orientation is conducted at the department level. The faculty handling each course introduce the students to the course, its outcomes and the methods to attain it.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Course Outcomes, Program Outcomes and Program Specific Outcomes with reference to the syllabus by kakatiya university are carefully reviewed, discussed and practically planned by our institution. The Realization of these intended learning outcomes is central to evaluate the academic progress of the students. Our College academic committee and IQAC play a very active role in critically evaluating the achievements of the prescribed and expected learning outcomes. The marks scored in internal examinations and end semester examinations are assessed. The detailed result analysis - course wise, category wise and gender wise - is undertaken by the teacher and is submitted to the academic committee and the IQAC after the declaration of semester exam results.

The general development of the students is assessed by the improvement and enthusiasm they show in their fields of study and also by their growth as responsible social citizens aware of the world around them. It is reflected by their performance and involvement in other co-curricular and extracurricular activities organized by our institution.

Programme specific outcomes are often assessed based on indicators such as analysis of student progression to higher studies including their admission in prestigious institutions for higher education and their attainment of employment opportunities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year**126**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<http://ccets.cgg.gov.in/Uploads/files/buttonDetails/74470.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****0**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

0

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Our college has Two NSS Units working under the guidance of the Program Coordinator, Kakatiya University Warangal. Each unit has One Hundred volunteers. These Units organize the following activities in the college campus and around

- Swachh Bharat
- National Voters Day Celebrations
- National Integration Day
- World Population Day
- Medical Camps
- Blood Donation Awareness Camps
- Participation of volunteers in Pulse Polio and immunization Programs.
- Conduct of workshops on Grammam tho mamekam, skill Development ,Self Defense/Martial Arts
- Awareness on soak pits / Rain water Harvesting Pits

The college arranges programmes on social issues like the pre-marriage counseling, Anti Ragging, DIAL-100, Girls' Self Defense, SHE TEAMS etc awareness on various legal acts by the District Legal Services Authority Adilabad through Internal Complaints Committee and Women Empowerment Cell.

Our college has Grievance Redressal Cell maintained by Lecturer as convener. The students to express their grievances through letters

which are dropped in the Grievance Redressal Box. The Committee Redresses those grievances from time to time. We celebrates birth/death anniversaries of eminent leaders like Mahatma Gandhi, Dr. B.R Ambedker, Prof. Jayashanker, Kaloji Narayana Rao etc to instill patriotism among the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

18

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

665

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Our College puts best efforts to provide adequate infrastructure for the smooth functioning of various activities. The college has a various committees to review the physical infrastructure which periodically meet and suggest measures to be taken up by the institution.

Our College is situated in the total area of 1.75 acres. There are 15 spacious, well ventilated and well furnished class rooms; one seminar hall with ICT facilities; 2 well equipped Computer Labs etc for the optimum utilization of the resources of the institution. We Have One Hundred Computers used for academic and other purposes. There are Two Digital Class Rooms for the purpose of ICT enabled Learning. Three LCD Projector class rooms make teaching learning process interesting. TSKC Lab trains the students in various skills. Communication skills lab trains the student in LSRW. We have a good Library with Text books, Reference books, General Books, Dictionaries, Encyclopedia volumes, E-Journals etc. Reading room is available.

There is Mana TV for telecasting live and recorded lecture videos presented by the lecturers from all over the state. Our College provides protected safe drinking water to the students and staff through the Reverse Osmosis (RO) plant.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

We have adequate facilities for cultural and sports events in addition to gyms and yoga centre.

Cultural activities: The Cultural committee looks after the cultural activities of the college at various levels including celebration of Bathukamma and Yuvatarangam

Indoor Games: Our Physical Education department has the

- Chess Boards - 10
- Carroms - 10
- Table - Tennis - 1

Outdoor Games: We have the following facilities

- Basket Ball Court - 1
- Shuttle Badminton Court - 1
- Play Ground with Running Track.
- Kho-Kho Court - 1
- Kabbadi Court - 1
- Volleyball Court - 1
- We have facilities for Long Jump, High Jump , Shot Put ,Javelin Throw and discus Throw

The students take part in the games and sports with zeal and this enhances their fitness. The faculty members also sometimes play with the students. This helps in building a bond among the teachers and students.

There are facilities available for Ladies' Gym and Gents' Gym separately in our college. Our Sports facilities improve the physical and mental health of the students by full filing the saying ' A sound Mind in a Sound Body'. It also enables them to concentrate on their studies for their bright career.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

588525

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Automation of library using the ILMS, use of e-journals and books, providing remote access to e-resources in the library have become a matter of necessity. Providing such facilities as well as utilizing them well are important indicators of the quality of the academics of our institution.

Our College has a library as a resource of knowledge. It has Text books, Reference books, General Books, Dictionaries, Encyclopedia volumes etc. It is under the process of partial Digitalization. It subscribes E-Books, E-Journals etc. There is reading room attached to the library; various newspapers, magazines, periodicals etc are subscribed for the benefit of the student.

. These resources are being utilized by the students for enhancing their knowledge. The Accession register, student and faculty books issue register, visitors register are being maintained in the library. Staff and the students utilize the services of the library to the maximum extent.

In this way Integrated Library Management System (ILMS) enables our library as a major learning resource for the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals

during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

20

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Our college undertakes the optimum utilization of ICTs facilities. Broadband connection is changing the way students learn and educators teach. To study advance content and provide students with the best of the latest services ,Our campus has the access of Jio Wi-Fi.

The college upgrades its technologies on par with the changing times. The Examination branch, staff room, Library etc are provided with systems with internet facility. we have one hundred computers.

There are three LCD projector- enabled class rooms for ICT teaching and learning. There are two smart boards in two digital classrooms. Internet facility with 250 MBPS speeds made available for the effective dispatch of official mails, e-office and any

such official correspondence. The updating of computer systems in our college is undertaken from time to time facilitating the conduct of classes and examinations successfully.

At the beginning of every Academic Year, the computers and ICT Maintenance Committee organises assessment for replacement / up-gradation / addition of the existing infrastructure. It is carried out based on the suggestions from In-charges of the departments. The Committee, after reviewing course requirements, Student-Computer ratio, budget constraints, working condition of the existing equipment students' grievances etc recommends for updation of IT equipment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

90

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**1,74,000**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

We have two Computer labs with sufficient equipment. Lab requirements are submitted to the principal by the heads of the departments.

The lab material is purchased after the approval of the Centralized Purchase committee through TSTS ltd with the permission of CCE. The stock of every department is annually verified by the committee formed by the principal.

The incharge of the library looks after the issue and return of the books to the students. Various departments of the college also maintain departmental libraries. Accession Registers and issue registers are also maintained in the departmental Libraries.

Sports:

The sports committee looks after the sports and games affairs of the college. The sports material is purchased as per the requirement of the students and stocked in the games room under the control of the sports incharge.

Class Rooms:

The cleanliness of classrooms is looked after by the office subordinate staff as a daily routine.

Computers:

The computer management committee takes care of the maintenance of the computers in the college.

The repairs and servicing of CCTV cameras, printers, scanners, Xerox machines, uninterrupted power supply equipment (UPS), projectors and audio visual equipment (AVE) are under taken as per the need.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

180

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to institutional website	https://gdcts.cgg.gov.in/adilabadac.edu
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

84

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

84

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

B. Any 3 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

1

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

6

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

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

1

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The students being active stakeholders in the realm of higher education are given active representation and role play in the everyday activities of the college.

Our College follows democratic approach in the academic as well as administrative affairs by ensuring the students' participation in various activities. The students who are active regular and intelligent are nominated as class representatives. They are nominated as members along with the faculty in the committees which look after various administrative, co-curricular and extracurricular activities. Their inputs are given importance while framing timetables, organising programmes etc.

They are included in various committees like IQAC Committee , Academic and Examination Committee, Time Table Committee, Discipline and Anti - Ragging Committee, Sports(GYM) and AVE Committee, National Service Scheme (NSS) and NCC Committee , Grievance Redressal cell and Internal Complaints Committee, RTI Committee, Consumer Club, Eco Swacha Bharath and Haritha Haram Committee, Library Committee, Cultural Committee, Literary Committee, Yuvatarangam, Alumni Association, Women Empowerment Cell, TSKC & Career Guidance Cell, Scholarships Committee, Caims, Tc & Bonafide Committee, Remedial Coaching, Certificate Courses & Competitive Examination Coaching Cell , Jignasa - Study Projects Committee, Entrepreneur Development Cell etc.

In this way we promote inclusive practices for social justice and better stakeholder relationships.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Our Alumni Association contributes in academic matters, student support and mobilization of resources - both financial and non financial.

Our Alumni association is registered with Registrar of Societies, Department of Registration and stamps adilabad With regd No 391/2021.The association is constituted the executive body.The meetings are conducted at least once in a year to discuss and plan for the development of the college

- Alumni members assist the staff.in admission campaigning.
- They donate study material to poor students.
- They assist the NSS Programme Officers in conducting Winter Special Camps in their villages by taking extra care of volunteers and their needs.
- They actively take part in plantation activities:Telangana kuHarithaharam programme.
- They help in the organizing career guidance programmes to support the student progression
- They guide the students in progression to higher studies.

Our Alumni Association has a great contribution to the educational development of the students in their vicinity. Many students of this college are well doing in their respective fields such as teachers , police personel, Lawyers ,Politicians ,Employees in various offices like RTA ,Revenue Department ,Para Medical

Department etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year E. <1Lakhs
(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision objectives of our institution are

- To provide higher education to all sections of this area
- To impart education at minimum affordable price particularly to the rural, poor and under privileged sections of this region.
- To make the students self-confident, self reliant, academically excellent and responsible citizens.
- To inculcate human and cultural values and scientific temper.
- To provide opportunities for all round development of students - physical, moral and intellectual.
- To offer need-based education by introducing new courses to meet the demands of modern times.

Our college adopts effective mission to implement the vision of the institution to realize the vision successfully, at the very beginning of the year, various committees are constituted; Principal is the chairperson of all committees. Each committee is constituted with a convener/coordinator and three to four members, nominated by the principal. The convener/coordinator takes care of the related activities. He convenes meetings from time to time and

adopts resolutions with the approval of principal and the members. The committees in the institution are Internal Quality Assurance Cell (IQAC), Academic coordination committee, Telangana Skill and Knowledge Center (TSKC), National Service Scheme (NSS), Internal complaints committee, Women Empowerment Cell(WEC), Anti-ragging committee, Grievance redressal committee etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Principal distributes the work and powers to various committees and cells for the effective execution of work as part of decentralisation

Participative Management:

The college promotes the culture of participative management also for its overall development. The college has two levels of participative management viz.Level-1 and Level-2

LEVEL-1: It Consists of the Principal, Vice -Principal and IQAC. They discuss the policies and plans at the Top Management.

LEVEL-2: It consists of Principal and teaching and non-teaching staff. After the consultations both with the teaching and non-teaching staff members, the Principal takes operational decisions for the betterment of the institution.

The office work of the college is shared by different levels of staff such as Superintendent, Senior Assistant, Junior Assistant, Record Assistant, Computer Operators and Office Subordinates.

The institution believes that every student has a hidden talent either in Academics or in Co-curricular and Extra-curricular activities. The Principal and the faculty provide the opportunity to the students by electing them as members of various academic and administrative committees where they gain experience in facing

various challenges. In this process, the students get the chance of discovering themselves and improve their self-confidence to groom themselves as future leaders.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The activities are successfully implemented based on the strategic plan in our Infrastructure development. As envisaged in the strategic plan, we could successfully obtain our own building in 1.75 acres of land.

We could procure a good open area for greenery and gardening, as per our plan. We could setup a various play courts. Powers saving LED lights are set up. CCTV cameras are also functioning. There are ramps which are divinely-abled friendly. We are implementing ICT teaching aids.digital classrooms and Virtual classroom available. We have rain water harvesting pits for water conservation. We have a organic manure pit.

As a result of implementing our strategic plan, we have procured sufficient furniture and equipment for effective teaching learning process. Gyms and Yoga center available. We have a convenient waiting hall for lady students .We have a common room for Mana TV /TSAT lessons for the benefit of the students. The TSKC lab and the Communication skills Lab develop soft and communications skills of the students.

Conduct of health camps in the college improve the health conditions of the students. Telangana ku Haritha Haram (TKHH) and Swaach Bharat make our campus Green and environment friendly

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

There is a well-organised hierarchy in the higher education system of the Telangana state. The Commissionerate of the Collegiate Education is the highest authority to all the Government Under Graduate colleges of the Telangana state. Its functions as per the directions of the department of higher education, Telangana state and Telangana state council for Higher Education. All the academic matters are implemented as per the guidelines of Kakatiya University.

The Principal is the administrative head of the Institution with financial powers. Next to him is Vice Principal. There is Internal Quality Assurance Cell which surveils and ensures quality in different components. The academic and administrative wings, various committees and cells and other stake holders come under the surveillance of the IQAC.

The academic coordinator is the in-charge of all the academic matters of the college. He is the bridge between the university and the college.

The office consists of superintendent, senior assistant, junior assistant, record assistant, sub-staff in the order of hierarchy.

There are various committees to look after the various activities - anti-ragging, internal complaints committee, grievance redressal cell, SC/ST cell, games and sports, cultural committee, placement (TSKC), NSS, WEC, Entrepreneur development cell (EDC) etc.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://ccets.cgg.gov.in/Uploads/files/butt onDetails/80787.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The teaching and non-teaching staff of our college are entitled to all the welfare measures rendered by Telangana state government. The regular teaching staff receive state and UGC pay-scales. The teaching and non-teaching staff are transferable by counselling. The employees belonging to the old pension scheme have GPF account and those belonging to the new pension scheme have CPS. The teaching and non-teaching staff have Telangana State government Life insurance scheme (TSGLI) and group insurance scheme. They also have facilities of encashment of earned leave, GPF loan, GPF part final withdrawal etc.

The employees have Employee health scheme (EHS) facility through which government bears/ reimburses the medical expenses of the employees and their dependants. They are provided with 17causal leaves and 5 special causal leaves. The women teaching staff have

5 additional causal leaves. The teaching faculty are provided with 20 half pay leaves and 6 earned leaves per year. The female employees have 180 days of maternity leave and 90 days of child-care leave. The male employees are entitled to avail paternity leave of 15 days.

Dearness Allowance (DA) is enhanced once in every six months. Home loan and personal loan are provided to the staff through banks.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

18

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

3

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Our staff are continuously assessed and evaluated by the head of the institution and IQAC and confidential reports of the staff are submitted to the commissionerate of collegiate education. Staff are transferable by counselling.

The teaching and non-teaching staffs are presented awards - State and district level based on their performance every year to encourage and recognize their contribution in their fields. The teaching faculty is given additional increments on completion of M.Phil and/or Ph.D in their subject.

Career Advancement Scheme (CAS) is applicable to the UGC pay scale teachers. Special grade pay system is effected for completion of Six, Twelve, Eighteen and Twenty fours years service in respect of the employees drawing state pay scales based on their performance.

Commissionerate of Collegiate Education nominates external peer academic audit team after completion of every academic year to appraise the performance of the teachers in academics. The overall performance of the institution is also appraised by external peers nominated by CCE, Telangana State, Hyderabad every year.

Our College Quality Management system has been assessed and found to be in accordance with the requirements of quality standards of ISO 9001:2015 and the certificate was awarded by HYM International Certifications Pvt.Ltd in February 04th 2020

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

There are established procedures and processes for planning and allocation of financial resources. The income and expenditure of the institution are subjected to regular internal and external audit.

In our college at end of every academic year, the internal financial audit is conducted by the team consisting of the Principal, Office Superintendent and senior faculty members. They verify all the financial records such as fee collection records, purchases and other expenditure incurred by the college during the academic year.

Ours is a state government institution. Hence state government rules and regulations which are made from time to time are applicable to this institution. Commissionerate of collegiate education (CCE) is the competent authority which has appointed 12 CA firms for college level accounts audit. The accounts of 2020 -21 of our college were audited by M/S Ambrish Chandarana & Co, Nizamabad and the annual 'Management Letter' was issued covering comments and observation on the financial records that were examined during the course of the audit. In this way administrative and financial accounts are audited by the competent authority regularly.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Our college is run by the Government of Telangana. The institutional strategies for the mobilization of funds purely depend upon the limited financial resources available for our institution.

The financial resources through which our college mobilizes the funds are as detailed below

- State government budget released in four quarters for the purpose of Daily Wages Employees; Traveling Allowances; Service Postage, Telegram & Telephone charges; other office Expenditure; Water Charges; Electricity charges. These above said budget is released to the college by Commissionerate of collegiate education (CCE) as per the requirement submitted by the college for each quarter.
- Special fee collected from the students.
- Additional special fee collected from the students who joined in the restructured courses
- The funds received from the Philanthropist for the development of the college.
- Donations collected from the alumni members for the development of the college.

These donations are spent as per the decisions made in the staff council meetings of the college

The MLA & MP also allot the funds on request for the development activities from their local area development scheme.

As and when needed, the college permitted by CCE to utilise amount from accumulated special fees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

Our IQAC is Self-regulated for quality enhancement and academic excellence.

Goals of our IQAC

- To develop a quality system for conscious, consistent and catalytic programmed action to improve the academic and administrative performance
- To promote measures for institutional functioning towards quality enhancement through quality culture and institutionalization of best practices

Functions of our IQAC

- Development and application of quality benchmarks/parameters for various academic and administrative activities of our College
- Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process
- Arrangement for feedback responses from students on quality related institutional processes
- Dissemination of information on various quality parameters of higher education
- Organization of inter and intra institutional workshops and seminars on quality related themes and promotion of quality circles
- Documentation of various programmes/activities of the College, leading to quality

Preparing college activity register.

- Acting as a nodal agency of the college for coordinating quality-related activities, including adoption and dissemination of good practices.
- Development of the Annual Quality Assurance Report (AQAR) of the College based on the quality parameters/assessment criteria developed by the relevant quality assurance body in the prescribed format

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Our College reviews teaching learning processes, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC as per norms and records. It conducts meetings internally with staff and also under the chairpersonship

of the principal and reviews the performance of the institution.

During the academic year 2020-21, Functions of our IQAC were

- Development and application of quality benchmarks/parameters for various academic and administrative activities of our College
- Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process
- Arrangement for feedback responses from students on quality related institutional processes
- Dissemination of information on various quality parameters of higher education

All the faculty members were actively involved in conducting the online classes through ZOOM and Google MEET platforms during the lockdown times. The syllabi which could not be completed offline was covered online especially during the lockdown period of 2020-21 academic year. On 8th and 9th September 2021, special covid -19 vaccination camp was organised in the college in which 1st Dose vaccination was provided to 217 persons.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://gdcts.cgg.gov.in/adilabadac.edu
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Government Degree College (Arts & Commerce) Adilabad shows gender responsiveness through various initiatives and actions for creating safe, secure and healthy atmosphere in the campus.

Woman Empowerment Cell has been established in the institution which conducts gender awareness programs like.

- counseling sessions for the women students who dropped out/discontinued their graduation due to issues like early marriage and other family problems; creates gender awareness through different programmes like international women's day, Dowry Prohibition day, woman legal rights, international day for the elimination of violence against women and human rights day.
- the program 'Women on Wheels' by the local hero show room for training the ladies in driving bikes.
- Inclusion of women in various curricular, co-curricular and extracurricular activities.
- Conduct of awareness programs on domestic violence, Anti-Dowry act, women rights etc by District legal authority services.
- Anti ragging committee is in place to check the incidents of ragging and delinquency towards women students. As part of anti ragging drive, Police personnel are invited to the college to give information about women safety laws. She Teams often visit the college and conduct awareness programs about how to make the best use of She teams for woman security and protection.

File Description	Documents
Annual gender sensitization action plan	http://ccets.cgg.gov.in/Uploads/files/butt_onDetails/75927.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://ccets.cgg.gov.in/Uploads/files/butt_onDetails/75928.jpeg

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management

- In our college, every third Saturday, campus cleaning programme is conducted.
- Organic Manure Pit is dug at the North West corner of the campus. The solid waste of left over dry leaves that is generated in the campus is dropped into the pit.
- Preventing the use of polythene bags inside the campus.
- The college has kept dust bins at different places such as class rooms, verandah and in the toilets as well.

Liquid waste management

- The liquid waste consists mainly of effluent waste generated from washrooms and waste water discharged from the RO plant. The water is also wasted at the tapes meant for hand washing by the students. Necessary arrangement is made for such

water to flow into the rain Water Harvesting Pits.

- The pipe leakages are rectified on regular basis.

E-waste management

The Commissioner of Collegiate Education (CCE), Telangana has released certain guidelines which all the Government Degree Colleges should adhere to in the management of the e-waste. For this purpose, a District level committee is formed in each district under the chairmanship of the District ID College Principal comprising Lecturers as members. Accordingly, E-waste management committee is also formed in this college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://ccets.cgg.gov.in/Uploads/files/butt onDetails/75931.jpeg
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered

vehicles

3. Pedestrian Friendly pathways

4. Ban on use of Plastic

5. Landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions/awards
5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Our college provides an inclusive environment for every one with tolerance and harmony towards cultural, regional, linguistic communal, socio-economic and other diversity.

Cultural Harmony

In the process of maintaining secularism the cultural aspects of all religions are respected in this college.

Regional Harmony

Regional Harmony is highlighted by celebrating various regional festivals. Students belonging to different regions/states are treated with equal respect in this college.

Bathukamma is a colourful and vibrant festival of Telangana is celebrated in this college.

Ganesh festival is celebrated with an environmental consciousness by making clay idols of Ganesha. These enables positive interaction among people of different racial and cultural backgrounds.

Linguistic Harmony

International English Language Day -April 23rd (William Shakespeare Death Anniversary), Telangana Bhasha Dinotsavam - September 09th (Kaloji's Birth anniversary), Hindi Divas (September 14) and Urdu day (November 09) are celebrated in the institution to encourage admittance and linguistic tolerance. In our college,

the students of telugu, hindi, Marathi, urdu, English etc speaking students are pursuing there studies by maintaining linguistic harmonium.

The cultural, Regional and linguistic diversities are respected in various literary and cultural competitions conducted in our college on various occasions in this way, the unity in diversity of india is upheld.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Our College undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation, values, rights, duties and responsibilities of citizens.

The staff and students are given liberty to exercise their rights within the Code of Ethical policy of the college. The college has Disciplinary Committee, Internal Complaints Committee and Anti-Ragging Committee which are meant to protect the rights of its employees and students. Whoever feels like discriminated based on their regionality, community or gender can give a written complaint to the above committees, which meet and look into the matter for justice. The students are encouraged from the moment they join the college about the social responsibilities as citizens of the country towards their fellow Indians.

The Activities like National Voters Day, Republic Day, Rashtriya Ekta Diwas, Constitution Day, National Consumers Day, World Consumer day etc are observed. In connection with the above events, Literary competitions and cultural competitions like Essay writing, elocution competitions, songs and rangoli competitions are conducted for the students and prizes are given away to the best performers.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

D. Any 1 of the above

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

It is indeed a great privilege in celebrating national festivals commemorating legendary personalities of our mother land. Along with the national festivals, the institution also observes important events and days related to science, environment, health and education.

National festivals in india have a distinctive quality which set them apart from other festivals. They are celebrated as a token of

the spirit of oneness. By commemorating the birth and death anniversaries of the great Indian personalities and celebrating national festivals we try to inculcate the spirit of nationalism, oneness, and valour in our students.

We observe the following days:

- 3rd of January :Birth anniversary of Savitribai Phule
- 25th of January : National Voters Day
- 26th of January: Republic day celebrations
- 28th of February: National Science Day
- 8th of March: International Women's Day
- 14th of April : Dr. B. R. Ambedkar Jayanthi
- 23rd of April: International English Language Day
- 21st June: International Yoga Day
- 15th of August: Independence Day celebrations
- 5th of September : Teachers Day
- 16th of September : Ozone Day
- 24th of September :NSS formation Day
- 2nd of October: Gandhi Jayanthi
- 31st of October :Rashtriya Ekta Diwas
- 11th of November :National Education Day
- 26th of November :Constitution Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Title:Uniform Dress Code with ID for Students

Objective:uniform dress code for avoiding discrimination and ID cards system for proper identity adopted.

Context:For making students' representation significant at various levels - town,district, state etc.For identification in untoward

incidents.

The Practice: Uniform dress mandatory on all working days except Wednesday and Saturday on which choiced dress allowed.

Evidence of Success: The students feel that they are among all by wearing uniform dress and ID cards.

Problems encountered: Mobilising students and parents and avoiding wrong ideas about the price of uniform dresses.

Title: COVID-19 VACCINATION SPECIAL DRIVE

Objective: To adopt Tracking Testing and Treatment of Covid -19.

Context: Controlling the Rapid increase of covid -19 pandemic.

The Practice: Vaccination, face mask, sanitization and social distance mandatory for students and staff.

Evidence of Success: On 8th, 9th September 2021, special covid -19 vaccination camp was organized in our college premises in which 1st Dose of vaccination was provided to 217 persons.

Problems encountered: Mobilising staff , students and others to utilise the special vaccination camp.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our college would like to be recognized for certain of its attributes which make it 'distinct', or, one of its kinds. Such attributes characterize our institution and are reflected in all its activities in focus and practice.

Our college is distinct in its title only. Ours is the only exclusive Arts and Commerce College in the entire erstwhile adilabad district. Presently, it offers B.A English, Telugu and Urdu Media and B.Com English and Telugu Media. It also offers

P.G Courses of M.A Economics and M.Com. We are planning to start MCA, MBA and other management courses in future. We are able to concentrate on enriching all matters exclusively related to the faculties of arts, commerce and management.

Some of the distinctive features of our college are 1) Offering Urdu Medium BA exclusively in the district 2) Linguistic Harmony with the coordination of speaking English, Telugu, Hindi, Urdu, Marathi, Gond, Lambada, Gujarathi etc 3) Religious Harmony with the diverse religions like Hindu, Muslim, Christian ,Buddhist etc. 4) Multi Cultured Environment 5) initiatives for energy saving 6) Water conservation and rain water harvesting pits 7) Availability of organic manure pit 8) Ladies' and Gents' Gyms 9) Quotationboards 10) yoga Center etc

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Our Collegesets the action plan as per the almanac prescribed by Kakatiya University and the academic calendar circulated by the Commisionerate of Collegiate Education, Hyderabad. The Curriculum is aimed at the student development.B.o.S meetings are conducted at the University in which some college faculty members participate in Curriculum Designing.

Departmental meetings are conducted at the college .Besides conventional methods, computers,Virtual Classroom & Digital classrooms etc are used for teaching.Extension lectures, seminars and Webinars are organized by various departments. Curriculum Delivery is also made interesting by our teachers through the YouTube channels of the college and individual teachers especially during the lock down period. The Spoken and written English skills are delivered to the Students through the Communication skills Lab maintained by the department of English.All the Departmental Activities like conduct of theory, practical & online classes, student seminar, extension Lectures, Study projects, field trips, Group discussion, Quiz Programs etc are documented in the online Digital teaching Diary and also in the departmental activity registers. The commissonerate of collegiate Education telecasts live and recorded interactive sessions and audio visual lessons in Various Subjects through manatv Telangana Satellite -Nipuna (TSAT Nipuna) Channel. Mana Tv Program implementation register is Maintained.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college strictly follows the Almanac and academic calendar prescribed by Kakatiya University and Commissioner of Collegiate Education respectively for the accomplishment of continuous internal evaluation system.

The University Almanac includes:

- Onset of classes
- Last date of Instruction
- Dates of internal Assessment tests
- Dates of Semester exams
- Dates of Vacation
- Dates of Preparation holidays

The teachers prepare teaching plans according to the academic calendar and working days are strictly maintained as per the university guidelines. The schedule of external examinations is set by the University.

The following activities are conducted based on the academic calendar and college action plan.

- Course Learning and Outcomes
- Regular class tests and co curricular activities like student seminars, student study projects ,field trips, group discussions ,Just a Minute (JAM), workshops, debates, extension lectures and seminars by experts etc
- Two internal assessment tests in each semester are conducted with appropriate weightage in the university examinations. Evaluation is graded as Semester Grade Point Average (SGPA) for each semester and Cumulative Grade Point Average (CGPA) at the end of the Program.

All the departments of the college conduct certificate courses. They also contribute to the (CIE) and all round personality development.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

<p>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</p>	<p>D. Any 1 of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="100 689 531 757">File Description</th> <th data-bbox="539 689 1394 757">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="100 757 531 936">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="539 757 1394 936" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="100 936 531 1003">Any additional information</td> <td data-bbox="539 936 1394 1003" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	View File	Any additional information	No File Uploaded			
File Description	Documents								
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File								
Any additional information	No File Uploaded								
<p>1.2 - Academic Flexibility</p>									
<p>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p>									
<p>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</p>									
<p>5</p>									
<table border="1"> <thead> <tr> <th data-bbox="100 1350 531 1417">File Description</th> <th data-bbox="539 1350 1394 1417">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="100 1417 531 1473">Any additional information</td> <td data-bbox="539 1417 1394 1473" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="100 1473 531 1574">Minutes of relevant Academic Council/ BOS meetings</td> <td data-bbox="539 1473 1394 1574" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="100 1574 531 1686">Institutional data in prescribed format (Data Template)</td> <td data-bbox="539 1574 1394 1686" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Minutes of relevant Academic Council/ BOS meetings	View File	Institutional data in prescribed format (Data Template)	View File	
File Description	Documents								
Any additional information	No File Uploaded								
Minutes of relevant Academic Council/ BOS meetings	View File								
Institutional data in prescribed format (Data Template)	View File								
<p>1.2.2 - Number of Add on /Certificate programs offered during the year</p>									
<p>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</p>									
<p>0</p>									

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

1

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Our institution well integrates several crosscutting issues into the curriculum. Accordingly , the following subjects are introduced by kaktiya university under CBCS with effect from academic year 2019 -20 and were adopted during the academic year 2020 -21.All these important topics are assimilated into the curriculum and are given credits.

- Under Ability Enhancement Compulsory Course (AECC), for B.A and B.Com ,Basic Computer Skills and Environmental Studies are prescribed.
- Under Skill Enhancement Course (SEC),for B.A,Project Planning and Report Writing, Entrepreneurship and Development, Forms of Journalistic Writing and Rural Politics and Leadership subjects are prescribed.For B.Com Principles of Insurance/ b)Foundation of Digital Marketing/ c)Fundamentals of Business Analytics ,Practice

of Life Insurance/ b)Web Design &Analytics/ c)Application of Business Analytics,Practice of General Insurance/ b)Social Media Marketing c)Business Intelligence and a)Regulation of Insurance Business/ b)Search Engine Optimization & Online Advertising c)Data Visualisation & Story telling subjects are prescribed.

- Under Generic Elective (GE),for B.A, Good Governance are prescribed for B.Com,Business Economics are prescribed.
- Project Work (PW),for B.A,Cultural Tourism in India are prescribed.

The integration of the above subjects into the curriculum paves a right way of developing awareness about the current trends and relevance of the society.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

0

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://ccets.cgg.gov.in/Uploads/files/buttonDetails/74341.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

480

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

235

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

At the beginning of the UG Programmes, the identification of the slow and the advance learners begins. The Non Commerce - students taken admission in B.Com feel difficult to understand commerce subjects. Such students are identified and special classes are arranged. Similarly, the science students taken admission in B.A also feel difficult in understanding social science subjects. Such slow learners are also identified and special bridge gapping classes are arranged. Special communicate English classes are arranged for those who are poor in English.

Each class is allotted to a lecture who is the class teacher cummentor. He identifies absentees of his respective class and informs them and their parents about the absence. Such absentees are classified into small groups and each group is allotted to advance learner. He conducts personal counseling classes for the students of his class and tries to know the difficulty of the students in consolation with their parents.

The slow learners are identified on the performance of the students in slip tests conducted before each internal assessment. Base on the performance in the internals, remedial classes are conducted. Remedial coaching is also given to the students failed in the semester exams.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
613	15

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

In our Institution, apart from the conventional methods, various student-centric methods are adopted for intensifying the learning experience of the students. The methods include experiential learning, participative learning and problem solving.

They involve the process of teaching learning between the teacher and the student that infuse the direct experience with the learning environment and content. The various departments of our college organise - Field Trips, Study Projects etc. The study projects assigned to the students on various topics inculcate research tendency and innovative thinking among the students. The data collection, survey, questionnaire and such other research methods make the students experience learning through research. The students improve their learning levels with ICT aids. The students gain novel experience in witnessing the classes conducted in other colleges with the help of the Virtual Classroom.

Group Discussions, Debates, Student Seminars, NSS social work etc are conducted as part of experiential learning, participative learning and problem solving Methodologies.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

All the teachers of our institution use ICT enabled tools for

effective teaching-learning process.

DIGITAL CLASS ROOMS:

There are three digital classrooms;each consisting of a system, projector and a smart board with touch enabled screen connected with internet facility.

Virtual Classroom:

We have virtual classroom set up in room no 5. In this class room, the students gain novel experience in witnessing the classes conducted in other colleges.

Computer LABs:

There are two computer labs in room no 3 and 4 which are meant for B.A and B.Com Computer programs.

TSKC LAB

TSKC Lab in room no 9 is equipped with computer systems. Skill development classes are taken for the students by TSKC Mentor in computer skills, communication skills and such other employability skills.

Communication skills LAB

Communication skills LAB is maintained by the department of English. It is equipped with computer systems with head phones. Various Programs related to English language skills group decision and interview skills, Pronunciation, Dictionary skills etc are installed in each system.

ONLINE classes:

All the faculty members are actively involved in conducting the online classes through ZOOM and Google MEET platforms during the lockdown period of 2020-21 .

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://gdcts.cgg.gov.in/OtherPages.edu?page=getSubMenus&centreId=13&id=21706

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

2.3.3.1 - Number of mentors

15

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

15

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

84

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution and the mentors ensure that all the students receive the guidelines about the evaluation process. The students are assessed based on their attendance and their performance in tests, assignments and projects assigned by the faculty.

Several methods are adopted to assess the students like periodical tests, quizzes, home assignments, questionnaires, student seminars, classroom activities, group discussions etc. making the mechanism of Internal Assessment robust in terms of frequency and variety. The evaluated answer scripts of all the internal assessments are shown to the students for any discrepancies and marks of all the students are announced in the classroom to make the process transparent.

The evaluation of the students is also done by their

performance through Communication Skills, Student seminars, Observational Skills, Reading Skills, Writing Skills, Problem Solving Skills, Creativity, Logical thinking and analytical skills, student study projects etc.

The institution has an examination committee which takes care of the examination-related works. The academic coordinator is the convener of the committee. The marks obtained by the students in the internal assessments are posted in the internal assessment & semester marks registers in the departments. They are also uploaded in Kakatiya University website.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Our College maintains an efficient and transparent mechanism to deal with the grievances related to internal examinations. The Examination Committee, under the convener ship of the academic coordinator, is committed to deal with a responsible link among students, teachers and college administration for sustenance of a hassle-free mechanism to deal with the responsibilities of the Examination Branch to help the students.

From the academic year 2016-17 onwards the State Government of Telangana has instructed the Universities to introduce the semester system as per CBCS which is implemented by Kakatiya University. Then onwards, the time schedules for the conduct of internal exams and question paper patterns are decided and designed by the University only. The University proposed to conduct two internal exams in a semester. Whether it was the year-wise system or the present semester system, the college has its own organized mechanism for the conduct of the internal examinations which is transparent and dynamic in terms of frequency and variety.

The internal assessment schedule is communicated to the students. The answer scripts are evaluated and are handed over to the students. Any queries and grievances are addressed with

due concern.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Each course has its specific and expected outcomes which include the fundamental and in-depth knowledge on the subject promoting analytical and observational skills. They also include developing aptitude for higher studies, setting a stage for employment and making use of the knowledge gained in the readings of everyday. Connecting theoretical knowledge to practical life skills and the capability to manifest the same is an integral part of any expected course outcome. As and when the University introduces the new syllabus, discussions are conducted at the department level to identify and consolidate the programme outcomes (PO), course outcomes (CO) and program specific outcomes (PSO). The report is assessed and reviewed by the college academic committee and IQAC. The reviewed report is uploaded in the college website. In this process our institution ensures that Course Outcomes, Program Outcomes and Programme Specific Outcomes are communicated to all the students and the faculty alike.

After admissions to first year programmes, IQAC organizes a full day induction programme about various programme outcomes. The Next level of orientation is conducted at the department level. The faculty handling each course introduce the students to the course, its outcomes and the methods to attain it.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Course Outcomes, Program Outcomes and Program Specific Outcomes with reference to the syllabus by kakatiya university are carefully reviewed, discussed and practically planned by our institution. The Realization of these intended learning outcomes is central to evaluate the academic progress of the students. Our College academic committee and IQAC play a very active role in critically evaluating the achievements of the prescribed and expected learning outcomes. The marks scored in internal examinations and end semester examinations are assessed. The detailed result analysis - course wise, category wise and gender wise - is undertaken by the teacher and is submitted to the academic committee and the IQAC after the declaration of semester exam results.

The general development of the students is assessed by the improvement and enthusiasm they show in their fields of study and also by their growth as responsible social citizens aware of the world around them. It is reflected by their performance and involvement in other co-curricular and extracurricular activities organized by our institution.

Programme specific outcomes are often assessed based on indicators such as analysis of student progression to higher studies including their admission in prestigious institutions for higher education and their attainment of employment opportunities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the year**

126

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<http://ccets.cgg.gov.in/Uploads/files/buttonDetails/74470.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

0

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Our college has Two NSS Units working under the guidance of the Program Coordinator, Kakatiya University Warangal. Each unit has One Hundred volunteers. These Units organize the following activities in the college campus and around

- Swachh Bharat
- National Voters Day Celebrations
- National Integration Day
- World Population Day
- Medical Camps
- Blood Donation Awareness Camps
- Participation of volunteers in Pulse Polio and immunization Programs.
- Conduct of workshops on Grammam tho mamekam, skill Development ,Self Defense/Martial Arts
- Awareness on soak pits / Rain water Harvesting Pits

The college arranges programmes on social issues like the pre-marriage counseling, Anti Ragging, DIAL-100, Girls' Self Defense, SHE TEAMS etc awareness on various legal acts by the District Legal Services Authority Adilabad through Internal Complaints Committee and Women Empowerment Cell.

Our college has Grievance Redressal Cell maintained by Lecturer as convener. The students to express their grievances through letters which are dropped in the Grievance Redressal Box. The Committee Redresses those grievances from time to time. We celebrates birth/death anniversaries of eminent leaders like Mahatma Gandhi, Dr. B.R Ambedker, Prof. Jayashanker, Kaloji Narayana Rao etc to instill patriotism among the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

18

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

665

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Our College puts best efforts to provide adequate infrastructure for the smooth functioning of various activities. The college has a various committees to review the physical infrastructure which periodically meet and suggest measures to be taken up by the institution.

Our College is situated in the total area of 1.75 acres. There are 15 spacious, well ventilated and well furnished class rooms; one seminar hall with ICT facilities; 2 well equipped Computer Labs etc for the optimum utilization of the resources of the institution. We Have One Hundred Computers used for academic and other purposes. There are Two Digital Class Rooms for the purpose of ICT enabled Learning. Three LCD Projector class rooms make teaching learning process interesting. TSKC Lab trains the students in various skills. Communication skills lab trains the student in LSRW. We have a good Library with Text books, Reference books, General Books, Dictionaries, Encyclopedia volumes, E-Journals etc. Reading room is available.

There is Mana TV for telecasting live and recorded lecture videos presented by the lecturers from all over the state. Our College provides protected safe drinking water to the students and staff through the Reverse Osmosis (RO) plant.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

We have adequate facilities for cultural and sports events in addition to gyms and yoga centre.

Cultural activities: The Cultural committee looks after the cultural activities of the college at various levels including celebration of Bathukamma and Yuvatarangam

Indoor Games: Our Physical Education department has the

- Chess Boards - 10
- Carroms - 10
- Table - Tennis - 1

Outdoor Games: We have the following facilities

- Basket Ball Court - 1
- Shuttle Badminton Court - 1
- Play Ground with Running Track.
- Kho-Kho Court - 1
- Kabbadi Court - 1
- Volleyball Court - 1
- We have facilities for Long Jump, High Jump , Shot Put ,Javelin Throw and discus Throw

The students take part in the games and sports with zeal and this enhances their fitness. The faculty members also sometimes play with the students. This helps in building a bond among the teachers and students.

There are facilities available for Ladies' Gym and Gents' Gym separately in our college. Our Sports facilities improve the physical and mental health of the students by full filing the saying ' A sound Mind in a Sound Body'. It also enables them to concentrate on their studies for their bright career.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

588525

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Automation of library using the ILMS, use of e-journals and books, providing remote access to e-resources in the library have become a matter of necessity. Providing such facilities as well as utilizing them well are important indicators of the quality of the academics of our institution.

Our College has a library as a resource of knowledge. It has Text books, Reference books, General Books, Dictionaries, Encyclopedia volumes etc. It is under the process of partial Digitalization. It subscribes E-Books, E-Journals etc. There is reading room attached to the library; various newspapers, magazines, periodicals etc are subscribed for the benefit of the student.

. These resources are being utilized by the students for enhancing their knowledge. The Accession register, student and faculty books issue register, visitors register are being maintained in the library. Staff and the students utilize the services of the library to the maximum extent.

In this way Integrated Library Management System (ILMS) enables our library as a major learning resource for the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for

E. None of the above

the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

20

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Our college undertakes the optimum utilization of ICTs facilities. Broadband connection is changing the way students learn and educators teach. To study advance content and provide students with the best of the latest services ,Our campus has the access of Jio Wi-Fi.

The college upgrades its technologies on par with the changing times. The Examination branch, staff room, Library etc are provided with systems with internet facility. we have one hundred computers.

There are three LCD projector- enabled class rooms for ICT teaching and learning. There are two smart boards in two digital classrooms. Internet facility with 250 MBPS speeds made available for the effective dispatch of official mails, e-office and any such official correspondence. The updating of computer systems in our college is under taken from time to time facilitating the conduct of classes and examinations sucessfully.

At the beginning of every Academic Year, the computers and ICT Maintainance Commitee organises assessment for replacement / up-gradation / addition of the existing infrastructure. It is carried out based on the suggestions from In-charges of the departments. The Commitee, after reviewing course requirements, Student-Computer ratio, budget constraints, working condition of the existing equipment students' grievances etc recommends for updation of IT equipment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

90

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

1,74,000

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

We have two Computer labs with sufficient equipment. Lab requirements are submitted to the principal by the heads of the departments.

The lab material is purchased after the approval of the

Centralized Purchase committee through TSTS ltd with the permission of CCE. The stock of every department is annually verified by the committee formed by the principal.

The incharge of the library looks after the issue and return of the books to the students. Various departments of the college also maintain departmental libraries. Accession Registers and issue registers are also maintained in the departmental Libraries.

Sports:

The sports committee looks after the sports and games affairs of the college. The sports material is purchased as per the requirement of the students and stocked in the games room under the control of the sports incharge.

Class Rooms:

The cleanliness of classrooms is looked after by the office subordinate staff as a daily routine.

Computers:

The computer management committee takes care of the maintenance of the computers in the college.

The repairs and servicing of CCTV cameras, printers, scanners, Xerox machines, uninterrupted power supply equipment (UPS), projectors and audio visual equipment (AVE) are under taken as per the need.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the

Government during the year	
180	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above

File Description	Documents
Link to institutional website	https://gdcts.cgg.gov.in/adilabadac.edu
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

84

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

84

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

1

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

6

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

1

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The students being active stakeholders in the realm of higher education are given active representation and role play in the everyday activities of the college.

Our College follows democratic approach in the academic as well as administrative affairs by ensuring the students' participation in various activities. The students who are active regular and intelligent are nominated as class representatives. They are nominated as members along with the faculty in the committees which look after various

administrative, co- curricular and extracurricular activities. Their inputs are given importance while framing timetables, organising programmes etc.

They are included in various committees like IQAC Committee , Academic and Examination Committee, Time Table Committee, Discipline and Anti - Ragging Committee, Sports(GYM) and AVE Committee, National Service Scheme (NSS) and NCC Committee , Grievance Redressal cell and Internal Complaints Committee, RTI Committee, Consumer Club, Eco Swacha Bharath and Haritha Haram Committee, Library Committee, Cultural Committee, Literary Committee, Yuvatarangam, Alumni Association, Women Empowerment Cell, TSKC & Career Guidance Cell, Scholarships Committee, Caims, Tc & Bonafide Committee, Remedial Coaching, Certificate Courses & Competitive Examination Coaching Cell , Jignasa - Study Projects Committee, Entrepreneur Development Cell etc.

In this way we promote inclusive practices for social justice and better stakeholder relationships.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Our Alumni Association contributes in academic matters, student support and mobilization of resources - both financial and non financial.

Our Alumni association is registered with Registrar of Societies, Department of Registration and stamps adilabad With regd No 391/2021. The association is constituted the executive body. The meetings are conducted at least once in a year to discuss and plan for the development of the college

- Alumni members assist the staff in admission campaigning.
- They donate study material to poor students.
- They assist the NSS Programme Officers in conducting Winter Special Camps in their villages by taking extra care of volunteers and their needs.
- They actively take part in plantation activities: Telangana kuHarithaharam programme.
- They help in the organizing career guidance programmes to support the student progression
- They guide the students in progression to higher studies.

Our Alumni Association has a great contribution to the educational development of the students in their vicinity. Many students of this college are well doing in their respective fields such as teachers, police personnel, Lawyers, Politicians, Employees in various offices like RTA, Revenue Department, Para Medical Department etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision objectives of our institution are

- To provide higher education to all sections of this area
- To impart education at minimum affordable price particularly to the rural, poor and under privileged sections of this region.
- To make the students self-confident, self reliant, academically excellent and responsible citizens.
- To inculcate human and cultural values and scientific temper.
- To provide opportunities for all round development of students - physical, moral and intellectual.
- To offer need-based education by introducing new courses to meet the demands of modern times.

Our college adopts effective mission to implement the vision of the institution to realize the vision successfully, at the very beginning of the year, various committees are constituted; Principal is the chairperson of all committees. Each committee is constituted with a convenor/coordinator and three to four members, nominated by the principal. The convenor/coordinator takes care of the related activities. He convenes meetings from time to time and adopts resolutions with the approval of principal and the members. The committees in the institution are Internal Quality Assurance Cell (IQAC), Academic coordination committee, Telangana Skill and Knowledge Center (TSKC), National Service Scheme (NSS), Internal complaints committee, Women Empowerment Cell(WEC), Anti-ragging committee, Grievance redressal committee etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Principal distributes the work and powers to various committees and cells for the effective execution of work as part of decentralisation

Participative Management:

The college promotes the culture of participative management also for its overall development. The college has two levels of participative management viz. Level-1 and Level-2

LEVEL-1: It Consists of the Principal, Vice -Principal and IQAC. They discuss the policies and plans at the Top Management.

LEVEL-2: It consists of Principal and teaching and non-teaching staff. After the consultations both with the teaching and non-teaching staff members, the Principal takes operational decisions for the betterment of the institution.

The office work of the college is shared by different levels of staff such as Superintendent, Senior Assistant, Junior Assistant, Record Assistant, Computer Operators and Office Subordinates.

The institution believes that every student has a hidden talent either in Academics or in Co-curricular and Extra-curricular activities. The Principal and the faculty provide the opportunity to the students by electing them as members of various academic and administrative committees where they gain experience in facing various challenges. In this process, the students get the chance of discovering themselves and improve their self-confidence to groom themselves as future leaders.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The activities are successfully implemented based on the strategic plan in our Infrastructure development. As envisaged in the strategic plan, we could successfully obtain our own building in 1.75 acres of land.

We could procure a good open area for greenery and gardening, as per our plan. We could setup a various play courts. Powers saving LED lights are set up. CCTV cameras are also functioning. There are ramps which are divinely-abled friendly. We are implementing ICT teaching aids.digital classrooms and Virtual classroom available. We have rain water harvesting pits for water conservation. We have a organic manure pit.

As a result of implementing our strategic plan, we have procured sufficient furniture and equipment for effective teaching learning process. Gyms and Yoga center available. We have a convenient waiting hall for lady students .We have a common room for Mana TV /TSAT lessons for the benefit of the students. The TSKC lab and the Communication skills Lab develop soft and communications skills of the students.

Conduct of health camps in the college improve the health conditions of the students. Telangana ku Haritha Haram (TKHH) and Swaach Bharat make our campus Green and environment friendly

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

There is a well-organised hierarchy in the higher education system of the Telangana state. The Commissionerate of the Collegiate Education is the highest authority to all the Government Under Graduate colleges of the Telangana state. Its functions as per the directions of the department of higher education, Telangana state and Telangana state council for Higher Education. All the academic matters are implemented as per the guidelines of Kakatiya University.

The Principal is the administrative head of the Institution with financial powers. Next to him is Vice Principal. There is Internal Quality Assurance Cell which surveils and ensures quality in different components. The academic and administrative wings, various committees and cells and other stake holders come under the surveillance of the IQAC.

The academic coordinator is the in-charge of all the academic matters of the college. He is the bridge between the university and the college.

The office consists of superintendent, senior assistant, junior assistant, record assistant, sub-staff in the order of hierarchy.

There are various committees to look after the various activities - anti-ragging, internal complaints committee, grievance redressal cell, SC/ST cell, games and sports, cultural committee, placement (TSKC), NSS, WEC, Entrepreneur development cell (EDC) etc.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://ccets.cgg.gov.in/Uploads/files/buttonDetails/80787.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The teaching and non-teaching staff of our college are entitled to all the welfare measures rendered by Telangana state government. The regular teaching staff receive state and UGC pay-scales. The teaching and non-teaching staff are transferable by counselling. The employees belonging to the old pension scheme have GPF account and those belonging to the new pension scheme have CPS. The teaching and non-teaching staff have Telangana State government Life insurance scheme (TSGLI) and group insurance scheme. They also have facilities of encashment of earned leave, GPF loan, GPF part final withdrawal etc.

The employees have Employee health scheme (EHS) facility through which government bears/ reimburses the medical expenses of the employees and their dependants. They are provided with

17causal leaves and 5 special causal leaves. The women teaching staff have 5 additional causal leaves. The teaching faculty are provided with 20 half pay leaves and 6 earned leaves per year. The female employees have 180 days of maternity leave and 90 days of child-care leave. The male employees are entitled to avail paternity leave of 15 days.

Dearness Allowance (DA) is enhanced once in every six months. Home loan and personal loan are provided to the staff through banks.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

18

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

3

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Our staff are continuously assessed and evaluated by the head of the institution and IQAC and confidential reports of the staff are submitted to the commissionerate of collegiate

education. Staff are transferable by counselling.

The teaching and non-teaching staffs are presented awards - State and district level based on their performance every year to encourage and recognize their contribution in their fields. The teaching faculty is given additional increments on completion of M.Phil and/or Ph.D in their subject.

Career Advancement Scheme (CAS) is applicable to the UGC pay scale teachers. Special grade pay system is effected for completion of Six, Twelve, Eighteen and Twenty four years service in respect of the employees drawing state pay scales based on their performance.

Commissionerate of Collegiate Education nominates external peer academic audit team after completion of every academic year to appraise the performance of the teachers in academics. The overall performance of the institution is also appraised by external peers nominated by CCE, Telangana State, Hyderabad every year.

Our College Quality Management system has been assessed and found to be in accordance with the requirements of quality standards of ISO 9001:2015 and the certificate was awarded by HYM International Certifications Pvt.Ltd in February 04th 2020

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

There are established procedures and processes for planning and allocation of financial resources. The income and expenditure of the institution are subjected to regular internal and external audit.

In our college at end of every academic year, the internal financial audit is conducted by the team consisting of the Principal, Office Superintendent and senior faculty members.

They verify all the financial records such as fee collection records, purchases and other expenditure incurred by the college during the academic year.

Ours is a state government institution. Hence state government rules and regulations which are made from time to time are applicable to this institution. Commissionerate of collegiate education (CCE) is the competent authority which has appointed 12 CA firms for college level accounts audit. The accounts of 2020 -21 of our college were audited by M/S Ambrish Chandarana & Co, Nizamabad and the annual 'Management Letter' was issued covering comments and observation on the financial records that were examined during the course of the audit. In this way administrative and financial accounts are audited by the competent authority regularly.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Our college is run by the Government of Telangana. The institutional strategies for the mobilization of funds purely depend upon the limited financial resources available for our

institution.

The financial resources through which our college mobilizes the funds are as detailed below

- State government budget released in four quarters for the purpose of Daily Wages Employees; Traveling Allowances; Service Postage, Telegram & Telephone charges; other office Expenditure; Water Charges; Electricity charges. These above said budget is released to the college by Commissionerate of collegiate education (CCE) as per the requirement submitted by the college for each quarter.
- Special fee collected from the students.
- Additional special fee collected from the students who joined in the restructured courses
- The funds received from the Philanthropist for the development of the college.
- Donations collected from the alumni members for the development of the college.

These donations are spent as per the decisions made in the staff council meetings of the college

The MLA & MP also allot the funds on request for the development activities from their local area development scheme.

As and when needed, the college permitted by CCE to utilise amount from accumulated special fees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

Our IQAC is Self-regulated for quality enhancement and academic excellence.

Goals of our IQAC

- To develop a quality system for conscious, consistent and catalytic programmed action to improve the academic and administrative performance
- To promote measures for institutional functioning towards quality enhancement through quality culture and institutionalization of best practices

Functions of our IQAC

- Development and application of quality benchmarks/parameters for various academic and administrative activities of our College
- Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process
- Arrangement for feedback responses from students on quality related institutional processes
- Dissemination of information on various quality parameters of higher education
- Organization of inter and intra institutional workshops and seminars on quality related themes and promotion of quality circles
- Documentation of various programmes/activities of the College, leading to quality

Preparing college activity register.

- Acting as a nodal agency of the college for coordinating quality-related activities, including adoption and dissemination of good practices.
- Development of the Annual Quality Assurance Report (AQAR) of the College based on the quality parameters/assessment criteria developed by the relevant quality assurance body in the prescribed format

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of

operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Our College reviews teaching learning processes, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC as per norms and records. It conducts meetings internally with staff and also under the chairpersonship of the principal and reviews the performance of the institution.

During the academic year 2020-21, Functions of our IQAC were

- Development and application of quality benchmarks/parameters for various academic and administrative activities of our College
- Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process
- Arrangement for feedback responses from students on quality related institutional processes
- Dissemination of information on various quality parameters of higher education

All the faculty members were actively involved in conducting the online classes through ZOOM and Google MEET platforms during the lockdown times. The syllabi which could not be completed offline was covered online especially during the lockdown period of 2020-21 academic year. On 8th and 9th September 2021, special covid -19 vaccination camp was organised in the college in which 1st Dose vaccination was provided to 217 persons.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s)

A. All of the above

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://gdcts.cgg.gov.in/adilabadac.edu
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Government Degree College (Arts & Commerce) Adilabad shows gender responsiveness through various initiatives and actions for creating safe, secure and healthy atmosphere in the campus.

Woman Empowerment Cell has been established in the institution which conducts gender awareness programs like.

- counseling sessions for the women students who dropped out/discontinued their graduation due to issues like early marriage and other family problems; creates gender awareness through different programmes like international women's day, Dowry Prohibition day, woman legal rights, international day for the elimination of violence against women and human rights day.
- the program 'Women on Wheels' by the local hero show room for training the ladies in driving bikes.
- Inclusion of women in various curricular, co-curricular and extracurricular activities.
- Conduct of awareness programs on domestic violence, Anti-Dowry act, women rights etc by District legal authority services.
- Anti ragging committee is in place to check the incidents

of ragging and delinquency towards women students. As part of anti ragging drive, Police personnel are invited to the college to give information about women safety laws. She Teams often visit the college and conduct awareness programs about how to make the best use of She teams for woman security and protection.

File Description	Documents
Annual gender sensitization action plan	http://ccets.cgg.gov.in/Uploads/files/buttonDetails/75927.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://ccets.cgg.gov.in/Uploads/files/buttonDetails/75928.jpeg

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management

- In our college, everythird Saturday, campus cleaning programme is conducted.
- Organic Manure Pit is dug at the North West corner of the campus. The solid waste of left over dry leaves that is generated in the campus is dropped into the pit.
- Preventing the use of polythene bags inside the campus.
- The college has kept dust bins at different places such

as class rooms, verandah and in the toilets as well.

Liquid waste management

- The liquid waste consists mainly of effluent waste generated from washrooms and waste water discharged from the RO plant. The water is also wasted at the tapes meant for hand washing by the students. Necessary arrangement is made for such water to flow into the rain Water Harvesting Pits.
- The pipe leakages are rectified on regular basis.

E-waste management

The Commissioner of Collegiate Education (CCE), Telangana has released certain guidelines which all the Government Degree Colleges should adhere to in the management of the e-waste. For this purpose, a District level committee is formed in each district under the chairmanship of the District ID College Principal comprising Lecturers as members. Accordingly, E-waste management committee is also formed in this college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://ccets.cgg.gov.in/Uploads/files/buttonDetails/75931.jpeg
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>D. Any 1 of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="102 734 533 801">File Description</th> <th data-bbox="533 734 1394 801">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 801 533 902">Geo tagged photographs / videos of the facilities</td> <td data-bbox="533 801 1394 902">View File</td> </tr> <tr> <td data-bbox="102 902 533 1043">Policy documents and information brochures on the support to be provided</td> <td data-bbox="533 902 1394 1043">View File</td> </tr> <tr> <td data-bbox="102 1043 533 1184">Details of the Software procured for providing the assistance</td> <td data-bbox="533 1043 1394 1184">View File</td> </tr> <tr> <td data-bbox="102 1184 533 1249">Any other relevant information</td> <td data-bbox="533 1184 1394 1249">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photographs / videos of the facilities	View File	Policy documents and information brochures on the support to be provided	View File	Details of the Software procured for providing the assistance	View File	Any other relevant information	No File Uploaded	
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Geo tagged photographs / videos of the facilities	View File										
Policy documents and information brochures on the support to be provided	View File										
Details of the Software procured for providing the assistance	View File										
Any other relevant information	No File Uploaded										
<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p>											
<p>Our college provides an inclusive environment for every one with tolerance and harmony towards cultural, regional, linguistic communal, socio-economic and other diversity.</p> <p>Cultural Harmony</p> <p>In the process of maintaining secularism the cultural aspects of all religions are respected in this college.</p> <p>Regional Harmony</p> <p>Regional Harmony is highlighted by celebrating various regional festivals. Students belonging to different regions/states are treated with equal respect in this college.</p>											

Bathukamma is a colourful and vibrant festival of Telangana is celebrated in this college.

Ganesh festival is celebrated with an environmental consciousness by making clay idols of Ganesha. These enables positive interaction among people of different racial and cultural backgrounds.

Linguistic Harmony

International English Language Day -April 23rd (William Shakespeare Death Anniversary), Telangana Bhasha Dinotsavam - September 09th (Kaloji's Birth anniversary), Hindi Divas (September 14) and Urdu day (November 09) are celebrated in the institution to encourage admittance and linguistic tolerance. In our college, the students of telugu, hindi, Marathi, urdu, English etc speaking students are pursuing there studies by maintaining linguistic harmonium.

The cultural, Regional and linguistic diversities are respected in various literary and cultural competitions conducted in our college on various occasions in this way, the unity in diversity of india is upheld.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Our College undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation, values, rights, duties and responsibilities of citizens.

The staff and students are given liberty to exercise their rights within the Code of Ethical policy of the college. The college has Disciplinary Committee, Internal Complaints Committee and Anti-Ragging Committee which are meant to protect

the rights of its employees and students. Whoever feels like discriminated based on their regionality, community or gender can give a written complaint to the above committees, which meet and look into the matter for justice. The students are encouraged from the moment they join the college about the social responsibilities as citizens of the country towards their fellow Indians.

The Activities like National Voters Day, Republic Day, Rashtriya Ekta Diwas, Constitution Day, National Consumers Day, World Consumer day etc are observed. In connection with the above events, Literary competitions and cultural competitions like Essay writing, elocution competitions, songs and rangoli competitions are conducted for the students and prizes are given away to the best performers.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

It is indeed a great privilege in celebrating national festivals commemorating legendary personalities of our mother land. Along with the national festivals, the institution also observes important events and days related to science, environment, health and education.

National festivals in india have a distinctive quality which set them apart from other festivals. They are celebrated as a token of the spirit of oneness. By commemorating the birth and death anniversaries of the great Indian personalities and celebrating national festivals we try to inculcate the spirit of nationalism, oneness, and valour in our students.

We observes the following days:

- 3rd of January :Birth anniversary of Savitribai Phule
- 25th of January : National Voters Day
- 26th of January: Republic day celebrations
- 28th of February: National Science Day
- 8th of March: International Women's Day
- 14th of April : Dr. B. R. Ambedkar Jayanthi
- 23rd of April: International English Language Day
- 21st June: International Yoga Day
- 15th of August: Independence Day celebrations
- 5th of September : Teachers Day
- 16th of September : Ozone Day
- 24th of September :NSS formation Day
- 2nd of October: Gandhi Jayanthi
- 31st of October :Rashtriya Ekta Diwas
- 11th of November :National Education Day

- 26th of November :Constitution Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Title:Uniform Dress Code with ID for Students

Objective:uniform dress code for avoiding discrimination and ID cards system for proper identityadopted.

Context:For making students' representation significant at various levels - town,district, state etc.For identification in untoward incidents.

The Practice: Uniform dress mandatory on all working days except Wednesday and Saturday on which choiced dress allowed.

Evidence of Success: The students feel that they are among all by wearing uniform dress and ID cards.

Problems encountered:Mobilising students and parents and avoiding wrong ideas about the price of uniform dresses.

Title: COVID-19 VACCINATION SPECIAL DRIVE

Objective: To adopt Tracking Testing and Treatment of Covid -19.

Context: Controlling the Rapid increase of covid -19 pandemic.

The Practice: Vaccination,face mask, sanitization and social distance mandatory for students and staff.

Evidence of Success:On 8th,9thSeptember 2021,special covid -19

vaccination camp was organized in our college premises in which 1st Dose of vaccination was provided to 217 persons.

Problems encountered: Mobilising staff ,students and others to utilise the special vaccination camp.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our college would like to be recognized for certain of its attributes which make it 'distinct', or, one of its kinds. Such attributes characterize our institution and are reflected in all its activities in focus and practice.

Our college is distinct in its title only. Ours is the only exclusive Arts and Commerce College in the entire erstwhile adilabad district. Presently, it offers B.A English, Telugu and Urdu Media and B.Com English and Telugu Media. It also offers P.G Courses of M.A Economics and M.Com. We are planning to start MCA, MBA and other management courses in future. We are able to concentrate on enriching all matters exclusively related to the faculties of arts, commerce and management.

Some of the distinctive features of our college are 1) Offering Urdu Medium BA exclusively in the district 2) Linguistic Harmony with the coordination of speaking English, Telugu, Hindi, Urdu, Marathi, Gond, Lambada, Gujarathi etc 3) Religious Harmony with the diverse religions like Hindu, Muslim, Christian ,Buddhist etc. 4) Multi Cultured Environment 5) initiatives for energy saving 6) Water conservation and rain water harvesting pits 7) Availability of organic manure pit 8) Ladies' and Gents' Gyms 9) Quotationboards 10) yoga Center etc

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The following is the plan of action of our college for the next academic year:

- Planning to start MBA, MCA etc
- Planning to apply for Green Champion award by Mahatma Gandhi National Council of Rural Education
- To install more CCTV Cameras
- To Adopt Solar Power Saving Equipments
- To Purchase more ICT equipment and Energy saving equipment like LED Lights, Fans etc
- Planning to Improve NIRF rankings
- Planning to organize soft skills development program for teaching and non-teaching staff
- Planning to increase enrolment of students in MOOCs online courses and faculty members in SWAYAM online programs.
- Planning to take up DOST Admission Campaign of UG with Wall Posters, Brochure, video add etc
- Planning to construct an Auditorium, Parking Shed
- Planning to Renovate the main gate, Doors and Windows of rooms
- Planning to conduct free coaching classes for competitive examination aspirants