



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	SR Government Arts & Science College, Kothagudem
• Name of the Head of the institution	K Havilah
• Designation	Principal (FAC)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08744242216
• Mobile No:	9948175600
• Registered e-mail	srasgdckothagudem.jkc@gmail.com
• Alternate e-mail	srasgdc.naac@gmail.com
• Address	Laxmidvipally
• City/Town	Kothagudem
• State/UT	Telangana
• Pin Code	507101
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Kakatiya University				
• Name of the IQAC Coordinator	Dr. J. Madhavi				
• Phone No.	08744246689				
• Alternate phone No.					
• Mobile	9912166213				
• IQAC e-mail address	srasgdc.naac@gmail.com				
• Alternate e-mail address	srasgdckothagudem.jkc@gmail.com				
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://ccets.cgg.gov.in//Uploads/files/Recent_Updates/107057.pdf">https://ccets.cgg.gov.in//Uploads/files/Recent_Updates/107057.pdf</a>				
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://ccets.cgg.gov.in//Uploads/files/Recent_Updates/107077.pdf">https://ccets.cgg.gov.in//Uploads/files/Recent_Updates/107077.pdf</a>				
<b>5. Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B	2.19	2022	05/07/2022	04/07/2027
<b>6. Date of Establishment of IQAC</b>			14/06/2004		
<b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
0	0	0	0	0	
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>5</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
1. Completion of NAAC Accreditation Process 2. Organized Legal awareness program for the welfare of student Community 3. Awareness program on Intellectual PropertyRights		
<b>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</b>		
Plan of Action	Achievements/Outcomes	
Online Admission Campaign	students enrollment was increased	
Orientation Programme on CBCS for I year Students	Students attained knowledge about CBCS System	
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>		
Name	Date of meeting(s)	
Nil	Nil	
<b>14.Whether institutional data submitted to AISHE</b>		

Year	Date of Submission
2022	16/12/2022

**15.Multidisciplinary / interdisciplinary**

SR Government Arts & Science College, Kothagudem is a multi disciplinary institution it offers 35 programs in four different faculty, namely Physical Sciences, Life Sciences, Social Sciences and commerce. Also students take a compulsory four credit course GE- Generic Elective, from any other discipline other than those under the Programme of study, which is giving scope for interdisciplinary study to the students.

**16.Academic bank of credits (ABC):**

Not eligible for ABC.

**17.Skill development:**

Institution offers certificate courses in Basics of the English Language, Basic of Computers and organises training programmes through TASK for skill development of Students.

**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

All the programs offered by the Institution have well defined program outcomes, program specific outcomes and course outcomes. The college endeavors to ensure that all graduating students possess certain qualities, that are the attributes of designed Program outcomes (POs), Program specific outcomes (PSOs) and Course outcomes (COs).

**20.Distance education/online education:**

The regional Center of BR Ambedkar Open University is housed in the College itself and it offers distance education. The college has adopted a hybrid model of teaching-learning ,since the pandemic started in 2020 with online classes being offered whenever the students are unable to attend. Many faculty have undergone training in developing econtent and they also propose to create course content for online education

**Extended Profile**

<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>13</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>145</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>159</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>105</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>11</b>
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	<b>17</b>

Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	13
4.2 Total expenditure excluding salary during the year (INR in lakhs)	2427849
4.3 Total number of computers on campus for academic purposes	30
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>Curricular aspects of the college are governed by guidelines of the Department of Higher Education and Kakatiya University, Warangal. Academic calendar is issued by the Commissioner of Collegiate Education, Hyderabad, prior to commencement of the academic session. It specifies the dates for important activities to ensure proper teaching learning process. The Examination branch of the college conducts various internal tests and practical exams timely and also the university exams as per the Schedule given by the affiliated Kakatiya University. It also looks into the online submission of their marks. The academic curriculum is maintained in a transparent and uniform way. The students and staff are timely informed about the status of these developments. Each department holds departmental meeting to discuss about the distribution of course curriculum to be taught. Based on the expertise of the individual teaching faculty the Head of the Department allots him/her the part of the syllabus to be taught. Every individual teacher prepares teaching plan for the topics to be taught. Teachers maintain daily attendance records of students, teaching synopsis and their teaching diary which are supervised by the Head of the Department and checked by the IQAC and the Principal in regular intervals.</p>	

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
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 institution is affiliated to Kakatiya University. The University notifies Almanac at the beginning of every academic year which is followed for the purpose of commencement of classes. The institutional annual academic calendar is prepared at the commencement of each academic year by the Principal and Staff members. The academic calendar is prepared based on the almanac circulated by the University to which the institution is affiliated. Each department prepares an action plan comprising curricular and co-curricular activities based on the institutional academic calendar which incorporates the number of days of instruction, the dates for conduct of Internal examinations, Practical Examinations and semester end examinations as per the schedule given by the university.

The institution adopts a transparent mechanism for Continuous Internal Evaluation (CIE) which is carried out by the departments by conducting assignments, quiz, student seminars, internal assessment and practical examinations as a part of regular evaluation. The mentor-mentee system of the college addresses the grievances related to CIE in a time bound manner. The Examination Committee of the college monitors the entire process of CIE and maintains the necessary records.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
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**

D. Any 1 of the above

**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**

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

3

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

7

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>



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

138

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

138

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

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

Institution integrates Cross-cutting issues like Human Values, Professional Ethics, Gender Equality, Environmental Awareness, which are integral part of our curriculum.

**Environmental Studies:** As part of the curriculum, "Environmental Studies" which is a compulsory 2 credit course for the first semester, The Eco-club in the college conducts e various activities to bring awareness about conservation of water, energy, Solar-alternative source of energy, ecosystem, Biodiversity & Natural Resources and Environmental Pollution, and sustainability.The NSS Unit of the college conductactivities for Environment protection and its Sustainability by involving the students, staff and the community. They actively involve themselves in Plantation& Reforestation programme as part of Haritha Haaram

**Gender Sensitization:** The college has Internal Complaint cell and Grievance Redressal Cell to provide counseling to students, promote gender equity among students and also deal with issues of safety and security of female students, staff and faculty. The college campus is secured with CCTV. The college conducts various awareness programmes related to gender equality.

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	No File Uploaded

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

3

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

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

51

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

from the following stakeholders Students  
Teachers Employers Alumni

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

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

**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

## 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

300

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

140

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

The assessment of the learning levels of students inadvertently begins right at the time of admissions and the institution utilizes this opportunity to identify their learning levels on the basis of their merit in the qualifying examination and their interest in the chosen programme. The members of the admissions committee counsel the students in matters of their choice of the course and the selection of medium of instruction. Before the actual beginning of the academic activity, orientation classes are conducted to the newly admitted students by all the departments. The students are briefed about the prospects of the courses they have chosen along with the syllabus.

The institution ensures that the learning outcomes of these slow learners are constantly monitored through continuous internal assessments. Faculty explain the difficult topics in regional language through the study material given to them. On the other side, the identified advanced learners are motivated to work for higher goals. They are provided with additional inputs for better career growth. Class room seminars, group discussions, quiz programmes, anchoring and mock teaching sessions are regularly organized for these advanced learners.

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

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

Number of Students	Number of Teachers
412	11

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

### 2.3 - Teaching- Learning Process

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

The institution endeavours to make teaching learning a bilateral process involving the students as active players and the faculty being the felicitators. Personally experiencing the role of a learner in faculty development programmes, the faculty understands the real importance of the learner/student centric method and practically adopts the same in their classroom teaching. The staff encourages the students to participate in various activities of the academic and co-curricular platforms, both within and outside the college campus. The institution lays much emphasis on participative learning by engaging the students in Group discussions, classroom seminars, quiz programmes, public anchoring, mock teaching, mock interviews, role play, etc. are an integral part of the regular teaching learning activity. Students are given individual study projects and subject assignments, focusing on self study and independent learning. Problem based learning enables them to develop creativity, critical thinking, decision making ability, reasoning power etc. The students are given problems on the basis of their theoretical and laboratory knowledge to arrive at a probable solution, especially in subjects like mathematics, physics, chemistry, computer science, economics etc. This kind of practice gives the students the capabilities of independent thinking and analytical thinking.

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

Our College encourages the staff and students to develop creative thinking and adopt innovative approaches in their teaching learning process. For this the college has provided 100Mbps internet with Wifi network facility both for the staff and the students to use computers, smart boards, audio visual aids both in the class rooms

and laboratories to make teaching learning more relevant and appropriate to their real life necessities.

All the teachers use ICT resources of the campus effectively, and usage of ICT in the institution includes student enrolment, administration, academics, examinations, and financial services. Faculty use ICT-enabled tools to enhance the quality of teaching and learning viz. LCD projectors to screen documentaries, PPTs, and other audio-visual material Google LMS to post learning material, quizzes, assignments, evaluation, etc. PPTs and OERs to make the teaching more effective. Different platforms are used to conduct quizzes and MCQs, record feedback, and other academic related information.

Video teleconferencing facilities like Google Meet, Zoom, Cisco-Webex, Microsoft teams etc. for online teaching, learning, and conducting meetings. All the faculty have their own Youtube channels to post their video lessons as additional inputs for students to use.

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

### 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

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

11

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

**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**

3

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)	<a href="#">View File</a>

**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**

4

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**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.

S R Govt. Arts & Science College follows the broad guidelines of its affiliating University in conducting internal examinations. The schedule of the internal examinations and semester examinations are furnished in the institutional calendar. At the beginning of every semester the students are informed of the examination dates and asked to take note of the same and get prepared accordingly. The detailed schedule of examinations is announced in the class rooms and displayed in the college notice boards well ahead, so that sufficient time is available to the students for the preparation of the examinations. The faculty maintains confidentiality while setting the question papers for internal examinations. The question papers are prepared just a couple of days before the commencement of the examinations and submitted in Examination Branch. After evaluation of the answer scripts of the internal examinations, the students are asked to verify them and if any discrepancies are found they are corrected by the faculty members. Finally the marks are entered in the register.

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

The grievances of the students, related to both the internal and the external examinations have a transparent and time bound mechanism in SR Govt. Arts & Science College. The college follows a tripartite procedure to handle the problems and grievances, if any in the internal examinations, whereas the grievances related to the external examinations are handled by the Affiliating University but with the help of college examination committee, which brings these problems to the notice of the University through the college Principal. All the grievances related to the external examinations are handled by the examination section of the University concerned. The grievances like students name corrections in the marks memos, revaluation of the answer scripts, personal identification, absent mark in the marks memo even though the students appeared for the examinations etc are solved in the University with the application of the student forwarded by the Principal. It is through this



transparent and time bound mechanism that the college addresses the examination related grievances of the students both at the college level in internal examinations and at the University level in the external examinations by involving the authorities.

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.

The Program outcomes (POs), Program specific outcomes (PSOs) and Course outcomes (COs) accentuate the expected attributes of the graduates in the present competitive world. They are achieved by the time the students complete the program. The program specific outcomes are designed in conformity with program outcomes. The programs include inter and intra discipline combinations. The discipline combinations attain the desired outcomes by the end of program completion. POs emphasize on the development of inter-related knowledge, skills, personality traits, competence, attitude, research, ethics and values, enriched with environment and sustainability consciousness that is expected to be acquired by the students at the time of their graduation. Course outcomes (COs) provide the enduring disciplinary knowledge, ability of thorough learning that is expected upon completion of a course. The concerned departments offering the program, frames the Program outcomes (POs), Program specific outcomes (PSOs) and Course outcomes (COs) after continuous discussion with all the faculty of the department. The Program outcomes (POs), Program specific outcomes (PSOs) and Course outcomes (COs) are communicated through

- College Website
- Curriculum

Awareness on POs, PSOs and COs is also given, during the induction program for freshers.

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

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

In the beginning of the academic year the program outcomes, program specific outcomes and course outcomes are thoroughly discussed in the departmental meetings and suitable teaching plans reflecting the curricular, co-curricular and extra-curricular activities is prepared. Regular review meetings are conducted by departments to discuss the extent of syllabus covered and the desirable outcomes of each curriculum. All the teachers are advised to follow their curricular plan meticulously. The attainment of program outcomes, program specific outcomes and course outcomes to some extent is done through internal assessment which is of 20 marks at UG level. In addition to this Practical, Project work, Seminar presentations, Group Discussions also facilitate in evaluating the extent to which these outcomes have been achieved. The students progression in terms of Under Graduation to Post Graduation or employment enable to assess the success of outcome.

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

41

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
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)**

[https://ccets.cgg.gov.in//Uploads/files/Recent\\_Updates/124134.pdf](https://ccets.cgg.gov.in//Uploads/files/Recent_Updates/124134.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	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
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

1

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

SRArts & Science College organizes and participates in extension activities for sensitizing students about social issues as well as to strengthen community participation. The NCC and NSS units of college conducts various programmes like Tree plantation, Swachh Bharat, Blood Donation Camp, awareness programmes on AIDS prevention etc. Our institution makes sincere and concerted efforts to motivate its students community conscious by involving them in every possible social activity, which in turn help them to become a part of social transformation. Swachh Bharath programme inspired the students and the staff to a great extent. They have actively participated in cleaning the campus and the surrounding habitations. Students and the volunteers have played their role in an effort to serve the society. All these programmes undertaken by the institution are of great success as the college has maintained a good rapport with all community stakeholders like Gram Panchayat, Municipal administration, Revenue departments, community based organizations and NGO's for achieving a sustainable progress and development in the neighborhood community.

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)	No File Uploaded
e-copy of the award letters	No File Uploaded

**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**

5

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

**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**

5

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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**

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
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**

2

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

**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.

The SR Govt. Arts & Science College, Kothagudem, has advanced infrastructure and adequate physical facilities that assure the effective teaching and learning process and academic growth of stakeholders. The college is spread over 35 acres with a built-up area of 6.27 acres and has different building blocks for Commerce -Science, and arts. There are a sufficient number of classrooms, well-equipped science laboratories, computer lab,an administrative

block, a library,adequatetoilets, a play ground etc.To align with the usage of modern technology in teaching methods,College is providing classrooms with ICT facilities. The virtual class room enables learners to interact with expertise from other Colleges. Hostel facility was available for boys on the college campus to encourage rural and outstation students to pursue their graduation.The college is under CC camera surveillane for monitoring the safety and security of students and ease of administration. Vehicle shed was availablefor student and staff vehicle parking.

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.

Our institution has developed appropriate facilities for games and sports. In the past our students have proved themselves at National and state level Competitions. We have good track record in Kakatiya University, Intercollegiate tournaments.We are maintaining play courts for volley-ball,Kabaddi, Koko, Shuttle badminton for the students. Our play ground is useful for cricket, football and Hockey also. We are encouraging indigenous games like Kabaddi, Kho-Kho, volley- ball because students of our college are belong to SC, ST communities and they mostly prefer to participants in the above said games. Facilities available in the college are

SIno Name of the Item  
 Quantity 1 Gym/ Yoga 1(12 Stations) 2 twister 1 3 Sports Dumbles 8 4  
 Chest Press stands 2 5 Curl up stand 1 6 t-stand 1 Indoor Sports: 1.  
 Carom Boards - 4 2. T-T Table(Stag) - 1 3. Chess Boards(Plastic) - 2  
 Outdoor Sports: 1. Food Ball - 4 2. Volley Ball Post - 1 Pair 3. Ten  
 née quoits - 5 Play Grounds 1.Valley Ball Court - 1 2.Shuttle  
 Badminton Court - 4

3.Kabaddi - 1 4.Kho-Kho- 1

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.**

5

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

5

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)	<a href="#">View File</a>

**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)**

2427849

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

There are 14 systems with internet facility for browsing online books and Journals. Library maintains accession register, issue and return register and visitors register The automation of library is underway.

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)	No File Uploaded

**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	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

**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**

10

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

### 4.3 - IT Infrastructure

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

Our institution constantly upgrading itself by procuring latest IT facilities for effective implementation of ICT based Education The college has sophisticated computer lab The college has 5 ICT Rooms.CC camera surveillance is provided in the college campus for maintaining safety and security of the students and campus. Wi-Fi facility is made open to both faculty and students for acquiring knowledge materials and to pursue MOOCS courses. • For better understanding the faculty is provided with Audio - visual aid which facilitates multimedia teaching.

The college has a virtual classroom to facilitate more IT based visual mode of learning. The lecturers are provided frequent training from time to time for updating of knowledge on ICT Utilization by Computer Science faculty and CCE Video conference programmes.The institute upgrades infrastructure, software and updated PCs with the latest Configuration. • WI-FI is provided to all the staff and students (Password Protected).

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

#### 4.3.2 - Number of Computers

30

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

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

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

2427849

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

Various committees constituted at the college level review the existing physical facilities and identifies requirements, upgrade and maintainance of the infrastructure. Annual stock verification is done to verify the lab equipment of science departments at the end of every academic year. Condemnable lab equipment is identified by departments and called for auction for disposal as per guidelines of the Commissionerate of Collegiate Education. The Department In charges supervises the maintenance and minor repairs of equipment, computers, plumbing work, power outages, and lab maintenance with the help of Lab Assistants. Admissions of students to college are done through the DOST website. Students' information management, certificates issue, accounts management, and academic audit are done through different modules of the CAIMS management system.

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 benefitted by scholarships and free ships provided by the Government during the year

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

121

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 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 benefitted 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 benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

<b>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>	<b>C. 2 of the above</b>								
<table border="1"> <thead> <tr> <th data-bbox="86 443 550 506">File Description</th> <th data-bbox="555 443 1471 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 512 550 613">Link to institutional website</td> <td data-bbox="555 512 1471 613" style="text-align: center;">Nil</td> </tr> <tr> <td data-bbox="86 620 550 683">Any additional information</td> <td data-bbox="555 620 1471 683" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 689 550 815">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="555 689 1471 815" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Link to institutional website	Nil	Any additional information	No File Uploaded	Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>	
File Description	Documents								
Link to institutional website	Nil								
Any additional information	No File Uploaded								
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>								
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>10</b>									
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>10</b>									
<table border="1"> <thead> <tr> <th data-bbox="86 1216 550 1279">File Description</th> <th data-bbox="555 1216 1471 1279">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1285 550 1348">Any additional information</td> <td data-bbox="555 1285 1471 1348" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1355 550 1545">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="555 1355 1471 1545" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	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)	<a href="#">View File</a>			
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)	<a href="#">View File</a>								
<b>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>	<b>D. Any 1 of the above</b>								

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

## 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

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
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

4

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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	No File Uploaded
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.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)	No File Uploaded

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 institution has an active body of students that functions in planning and carrying out various activities of the college. Every year, student representatives are selected from all classes. Students are also involved in conducting programmes like seminars, extension lectures / guest lectures. Students actively render their services to various departments associations. The students in coordination with committee convenors organize celebrations / events like college day activities, celebrations of birthdays of scientists and leaders. Student's feedback is taken regarding curriculum, teacher and campus facilities etc. The following



committees consisting the student representatives.

1.Student advisorycommittee

2.Science association

3.Arts association

4.Commerceassociation

5. Internal quality assurance cell

6. Anti-ragging committee

7. Women empowerment cell

8. Internal compliance cell

9.Literary and cultural bodies

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**

2

File Description	Documents
Report of the event	No File Uploaded
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)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

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

The support of the Alumni is an additional strength for the development of the Institution. There is a registered Alumni Association in the college that contributes significantly to the development of the institution. Having been established in 1964, the college has a rich source of members as alumni. However, the alumni association of the institution, though has began on a small scale, will go a long way in the history of S R Govt Arts & Science College in the coming years.

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

S R Govt. Arts & Science College, being one of the oldest colleges of the region has well established and well defined Vision and Mission that addresses the needs of its stakeholders. The effective leadership of the college is amply reflected in its governance, which is in tune with its Vision and Mission. All the stakeholders are free to participate and voice their perspectives for effective policy formulation and decision making. The leadership strives to maintain an open and interactive environment to impart quality and value based education. Staff council is the second level executive authority with Principal as the Chairman and all the senior faculty of the college as members. It is an important platform for interaction between committees formed for execution of college level activities and Principal . The Departments and the College committees form the basic or grass root level bodies - the micro level structures for smooth implementation of staff council directives and content specific curriculum transactions .There is always a two way communication channel between the parties in the effective implementation of academic activities and it is this freedom of interaction between staff and Principal that forms the core strength of the College.

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.

S R Govt. Arts & Science College reflects in a true democratic spirit the practice of decentralization and participative management by involving its staff in administration. College administration is so conveniently structured as to delegate authority and freedom to various functionaries in academic, administrative and financial matters. Decentralization leads to participative management and successful execution of tasks by sharing the responsibilities as per abilities and ultimately reduces the burden of work on individuals. The Principal is the highest authority followed by the hierarchy of Staff council and IQAC . The CCE takes all major policy decisions and review their execution. Staff council and IQAC headed by the Principal take decisions on day-to-day issues and procedures to be followed at college level within the framework of UGC and the University guidelines, on approval by CCE. There are college level committees with well-defined responsibilities. Some of the important

committees are - Admissions committee, Examination committee, IQAC, Purchasing committee, Sports and Games committee, Cultural activities committee, Women empowerment Cell, Anti ragging committee, and Grievance redressal committee etc. College committees and Departmental level committees have functional autonomy and they exercise implementational aspect of tasks assigned to them and report to the Principal.

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

### PERSPECTIVE PLAN: 2016-2021

- To increase intake of students in under-graduate programs in various departments.
- To introduce new vocational/ career-oriented/ value-added/short term courses
- To renovate and upgrade existing non-ICT classrooms
- To motivate and encourage faculty members for availing research projects under various schemes
- To encourage faculty members to organize and participate in National Seminar/Workshop/Webinar etc
- To motivate students to take up extension activities like Swatch bharaath, Haritha haram, blood donation camps etc.
- To enhance and upgrade academic, administrative, hostel as well as indoor and outdoor sport facilities.
- To functionalize the Entrepreneurship Development Cell and implement programs for the greater interests of the students.
- To form Alumni association and involve them actively in college development.
- To motivate the faculty members to attend more faculty development/ teacher training programs for updating the knowledge.
- To conduct internal/ external quality audits at regular intervals, viz. Academic Audit, Administrative Audit, Green Audit, Energy Audit, etc.
- To promote energy conservation practices like the installation of solar panels and wide usage of LED lights/fans, and also through wide awareness creation campaigns.

- To ensure safety and security of the students through grievance redressal mechanism.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
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.

The College has a systematic hierarchal organizational structure in administration and academia defining authority, responsibility and facility of delegation. The Principal is the Chief Executive Officer of the college for all the administrative, academic and financial matters . The Vice-Principal assist the Principal in managing academic and administration related tasks respectively. Various Committees and incharges of the Departments are designated to look after the functioning of the departments related to academic sessions, planning and curriculum implementation . The office staff execute relevant administrative activities. Service Rules and Regulations: The service rules, procedures of recruitment and promotion in respect of staff are in accordance with the rules and regulations of Government of Telangana State and guidelines prescribed by the UGC, University, State Government and Commissioner of Collegiate Education , Telangana. Grievance Redressal Mechanism: Grievances Committee , headed by the Vice-Principal of the college caters to the issues relating to teaching and non-teaching staff. The staff are free to bring their grievances to the notice of the Principal for redressal. Student grievances are conveyed through Class Representatives or complaint box and redressed by the intervention of the Grievance Committee in an appropriate manner.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	<b>A. All of the above</b>
File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>
<b>6.3 - Faculty Empowerment Strategies</b>	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>As per the Government of Telangana norms the following facilities are available to all permanent teaching and non-teaching staff..</p> <ol style="list-style-type: none"> <li>1.UGC/State Government scales of pay</li> <li>2.Carrier Advancement Scheme 3.Additional increments for having doctoral degree at entry level or during service</li> <li>4.On-Duty facility to attend Orientation and Refresher Courses</li> <li>5.On-Duty facility to attend National Seminars, Conferences etc.</li> <li>6.Perform remunerative duties as practical examiner, observer in University exams.</li> <li>7.Casual Leave facility to teaching and non-teaching staff</li> <li>8.Maternity and Paternity Leave 9.Half pay leave provision</li> <li>10.Medical leave provision 11.Encashment of earned leave</li> <li>12.Medical Reimbursement or EHS (Employee Health Scheme)</li> <li>13.GPF and TSGLI provision.</li> <li>14.Group insurance for all teaching and non-teaching staff</li> </ol>	

15. Festival advance for non-teaching staff.

16. Regular superannuation pension.

17. New pension scheme.

18. Utilisation of gym for personal well being.

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**

0

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)	No File Uploaded

**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**

7

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

### 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

5

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

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

The performance of teaching and non-teaching faculty in the college is regularly evaluated through a wellstructured "Performance appraisal system". This is done with an intension to keep continuity and consistency in the functioning of the facultyin all academic, non-academic and administrative areas. Self- Appraisal System based on the Academic Performance Indicator (API) developed by UGC for



teaching staff is implemented in the institution. This annual API scores can be compounded as and when the teacher become eligible for CAS promotion to the next level taking into consideration years of service required to apply for CAS promotion. Performance appraisal for non teaching staff:

1. Confidential reports: The overall performance of non teaching staff is evaluated by the office superintendent and confidential report is submitted to the principal for final evaluation.

2. Other informal means: students suggestion box is another mechanism that is instrumental in collecting information about the level of satisfaction. they get services provided from the staff.

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

The institution has internal and external audit mechanism. Regional Joint Director of Collegiate Education conducts the external audit and the latest was in 2020. The external audit is carried out by a chartered Accountant firm nominated by office of the Commissioner of Collegiate Education, Hyderabad. The audit is done on the annual statement of accounts from 2020-21 A team of academic advisors nominated by CCE are deputed and a thorough scrutiny of all academic records from every department is done and a detailed report is submitted to the Principal and to the CCE. Based on the suggestions given , the college prepares action taken report and submits the same to the CCE.

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

#### 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	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

S R Government Arts & Science College, Kothagudem is a public funded institution. We purely depend on funds from Government for its maintenance. In future planning to mobilize funds from College Planning and Development Council. and Alumni.

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**

**IQAC assists the Principal in reviewing the teaching -learning process regularly for maintaining academic standards.**

**Feedback from Students and Teachers : Feedback collected from the stake holders is discussed and analysed in the staff meeting to find the lacunas for improvisation.**

**Evaluation of attainment of Programme Outcomes. Programme Specific Outcomes, Course Outcomes: The attainments of our methodologies are evaluated by feedback obtained by students on ProgrammeOutcomes. Programme Specific Outcomes, Course Outcomes.**

**Self Appraisal System : Self-Appraisal by teachers is based on the Academic Performance Indicator (API) developed by UGC**

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

**IQAC assists the Principal in reviewing the teaching -learning process regularly for maintaining academic standards .**

**Remedial coaching : Remedial coaching is conducted for slow learners and failed students. Success of this coaching is evaluated after annual/ end semester result .**

**Principal monitors the timely conduct of classes by making rounds or through CCTV cameras. He/She Periodically verifies teaching diaries, registers for marks, seminars, Group discussion, Field Trips,Extension Lectures etc. ICT enabled teaching : Teachers are trained to use ICT for effective classroom presentation.**

**Feedback from Students and Teachers : Feedback collected from the stake holders is discussed and analysed in the staff meeting to find the lacunas for improvisation.**

**Academic Audit: There are two forms of audit in our college viz., External and internal audit. External audit: It is carried by a team of well experience Principals and Senior staff members appointed by Commissioner of collegiate education ,T.S., Hyd. It evaluates all the teaching learning methodologies and the functioning of various committees and suggests remedial measures. Internal audit : Committees are made from lecturer in college to review the adherence of curriculum ,teaching diary, teaching leaning methodologies etc., by lecturers and reports the findings to principal.**

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)**

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

Institution is committed to providing a safe and conducive work and academic environment to students and its employees and is extremely alert to matters pertaining to any kind of harassment and gender sensitivity. Committees against sexual harassment and Grievance Redressal have been constituted to resolve grievances, keeping in view the welfare, safety and security of the students. The responsibility of these Committees are to prevent sexual harassment and ragging in the campus and provide adequate protection to women students by providing an appropriate forum for the students to openly speak up against ragging or any other activity targeting female students . College organizes Gender sensitivity and Anti

Ragging programmes with assistance of SHE Teams from Police Department .Counseling sessions are also organized to women students on various issues such as their health and hygiene, handling the eve-teasers, the evil of early marriages, women's rights, etc. by inviting experts.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

**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	No File Uploaded
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**

The institution has taken various initiatives to keep campus green and eco-friendly. These include energy conservation, water conservation and harvesting, plantation of trees, etc. Solid Waste Management : The college does not generate any hazardous solid waste. Any non-hazardous solid waste generated in the form of garbage through regular maintenance, stationery related rubbish and small amount of food waste from the students, who bring lunch to college is collected and the non-degradable waste sent to the local Municipal Personnel for proper disposal of the same. Liquid Waste Management: As an educational institution, the college does not generate any liquid waste, which is hazardous to the environment. The liquid waste generated from the chemistry and other labs is

carefully discarded after adjusting to neutral PH. The college has a proper sewerage system, which well maintained. E-waste Management: The only e-waste generated is computer peripherals and some obsolete electronic equipment and parts. These can be managed as per the guidelines given the collegiate education.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
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**

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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**

C. Any 2 of the above

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

<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>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</b>	<b>D. Any 1 of the above</b>
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
<b>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</b>	<b>C. Any 2 of the above</b>
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
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).

Every year independence day and Republic day is celebrated as National Festival in the college campus. We arrange programmes on these days such as Gandhi Jayanthi, Nehru Jayanthi and other important leaders birthdays. Such activities inspire the students with National values like patriotism, brotherhood equality, Nationality, love, humanity etc. Apart from these celebrations we also celebrate International women's day, Women's Equality day AIDS day etc. These celebrations help to inspire our students and also to make public awareness through social issues. We also celebrate state festivals like Telangana formation day, Bhathukamma festival. These celebrations help our students to come across the culture and heritage of the state.

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

Constitution day Constitution Day is celebrated on 26th November every year. The programme initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens. Students are encouraged to participate in activities like essay competition on the related themes. viz. 'Economic Thoughts of Dr. B. R. Ambedkar'. Voters day celebrated on January 25th every year to create awareness about importance of voting. Students are made aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programmes throughout year. Students consistently and regularly participate in the cleaning activities on the several occasions. Moreover, students are encouraged for active participation in the plantation programs.



File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
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**

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded
Any other relevant information	No File Uploaded

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

**Every year Independence day and Republic day is celebrated as National Festival in the college campus. We arrange programmes on these days such as Gandhi Jayanthi, Nehru Jayanthi and other important leaders birthdays. Such activities inspire the students with National values like patriotism, brotherhood equality, Nationality, love, humanity etc. On the occasion of these festivals we organize guest lectures for the students to recall the memories great national heroes and their contribution in India Independence movements. The birth and death anniversaries of great Indian personality, Freedom Fighters, social reformers, Educationalist are celebrated in the campus. Apart from these celebrations we also celebrate International women's day, Women's Equality day AIDS day**

etc. These celebrations help to inspire our students and also to make public awareness about social issues. We also celebrate state festivals like Telangana formation day, Bhathukamma festival. These celebrations help our students to come across the culture and heritage of the state.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
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.

**Dress Code (Uniform) Objectives:** To eliminate the feelings of economic difference which are mainly visible through dress. Wearing the uniform gives them a feeling of discipline and divert their actions. It may give apprehension to the students who are moving in streets during college hours. Uniform reduces the students focus on "various dress" and enhance their attention towards knowledge.

**Practice:** The institute is mainly focused to cater the needs of the downtrodden tribal students located in tribal area. Nearly 72% -80% of the students belongs to ST Category. Hence it is felt that introduction of uniform definitely helps the students. To reduce their focus on dress, which is the very important during adolescence.

**Problem encountered:** many of the students are not able to afford a uniform. **Resources requested:** Donations are requested to buy uniforms for the students **Evidence of success:** the informer interaction with parents as well as students indicates satisfaction for introducing uniform. students expressed their appreciation for dress code. It is added facility and identity while there are travelling by public transport.

### Door to Door campaign

To increase the admissions lecturers are conducting door to door campaign to near by Villages.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

#### Green Practices and QR Coding of plants Tree Plantation

The College has planted the trees in the campus area to make it more environment friendly. The college conducts many tree plantation programs to encourage students and staffs for not only plantation of the trees but also nourish them to maintain ecological balance. Q R Coding for the plants in the campus has been taken up during the year 2020-21. The QR code when scanned gives the details of the plant in detail. This initiative will help the students and staff to have knowledge about the variety of plants with medicinal values available in the college.

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

7.3.2 - Plan of action for the next academic year

- Plan to conduct National Seminar/workshops
- Plan to conduct Job melas/ career Guidance programmes
- Plan to conduct certificate courses