Annual Quality Assurance Report

GOVT. DEGREE COLLEGE, MANTHANI, DIST: KARIMNAGAR (2015-16)

Part – A

1. Details of the Institution

1.1 Name of the Institution

> GOVERNMENT DEGREE COLLEGE

1.2 Address Line 1

> Sharadanagar, Mallepalli,MANTHANI

Address Line 2

> MANTHANI

City/Town

> KARIMNAGAR

State

> TELANGANA

Pin Code

> 505184

Institution e-mail address

> jkc.manthani@gmail.com

Contact Nos.

> 08729200020

Name of the Head of the Institution:

> S.RAMESH

Tel. No. with STD Code:

> 08729200020

Mobile:

> 9490993210

Name of the IQAC Co-ordinator:

S.KRISHNAPRASAD

Mobile:

9441873450

IQAC e-mail address:

jkc.manthani@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

TSCOGN22776

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

EC(SC)/13/A&A/38.1 dated 17.3.2016

1.5 Website address:

http://gdcts.cgg.gov.in/manthani.edu

Web-link of the AQAR:

http://gdcts.cgg.gov.in/manthani.edu

1.6 Accreditation Details:

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	I	B	2.25	2016	5 years

1.7 Date of Establishment of IQAC: DD/MM/YYYY

2012

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

2015-16

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

1.10 Institutional Status

University   State ☑ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes ☑   No ☐

Constituent College   Yes ☐   No ☑

Autonomous college of UGC   Yes ☐   No ☑

Regulatory Agency approved Institution   Yes ☐   No ✓

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

Type of Institution   Co-education ☑   Men ☐   Women ☐

     Urban   Rural ☑ Tribal ☐

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

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

         PG Programmes

1.11 Type of Faculty/Programme

     Arts ☑   Science ☑ Commerce ☑ Law ☐   PEI (Phys Edu) ☐

     TEI (Edu) ☐ Engineering ☐   Health Science ☐   Management ☐

     Others   (Specify)   Restructured courses like B.Com(Computer Applications), B.Sc(maths , physics,computerscience)

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

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

Autonomy by State/Central Govt. / University ☐

University with Potential for Excellence ☐   UGC-CPE ☐

DST Star Scheme ☐   UGC-CE ☐

UGC-Special Assistance Programme   DST-FIST ☐

UGC-Innovative PG programmes [ ] Any other (*Specify*) [ ]

UGC-COP Programmes [ ]

2. IQAC Composition and Activities

2.1 No. of Teachers [06]

2.2 No. of Administrative/Technical staff [ ]

2.3 No. of students [01]

2.4 No. of Management representatives [Nil, as it is a government sector]

2.5 No. of Alumni [ ]

2. 6 No. of any other stakeholder and

    community representatives [01]

2.7 No. of Employers/ Industrialists [ ]

2.8 No. of other External Experts [ ]

2.9 Total No. of members [7]

2.10 No. of IQAC meetings held   08

2.11 No. of meetings with various stakeholders: No. [01] Faculty [04]

    Non-Teaching Staff Students [02] Alumni [01] Others [Nil]

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

    If yes, mention the amount [Rs. 3,00,000/-]

2.13 Seminars and Conferences (only quality related)

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

    Total Nos. [ ] International [ ] National State [ ] Institution Level

    (ii) Themes [ ]

2.14 Significant Activities and contributions made by IQAC

1. Monitored and reviewed Institutional Action Plan from time to time, research activities, promoting research culture and outlook among the students.
2. Encouraged the faculty to acquire higher qualification (M.Phil./ Ph.D./ Post-Doctoral Research) & Major & Minor Research Projects
3. Encouraged faculty to attend and organize Seminars, Workshops, Study Projects, Field Trips and benefitted the students.
4. Encouraged the faculty to attend Refresher/ Orientation Courses to update their knowledge and skills.
5. Motivated the faculty to adopt Interactive and Learner-Centered Teaching Methods.
6. Imparting Life Skills and Employability Skills offered by JKC and the Career Guidance and Counselling Cell.
7. Encouraged the faculty to Adopt Modern Educational Teaching Aids (Audio-visual) motivating the students to utilize the library and the Internet.
8. Motivated the students to participate in Community Development and Extension Activities of NSS/NCC/Sports & Games.
9. Updating College Website with all the activities
10. Encouraged Faculty to improve University Examinations Results.

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

Plan of Action	Achievements
The IQAC of the college pursues the following objectives: 1. To monitor and review Institutional Action Plan from time to time, research activities promoting research culture and outlook among the students.	Monitored and reviewed Institutional Action Plan from time to time, research activities promoting research culture and outlook among the students by giving Student Study Projects etc.
2. To encourage the faculty to acquire higher qualification (M.Phil./ Ph.D./ Post-Doctoral Research)	Encouraged the faculty to acquire higher qualification (01-Ph.D thesis submitted & 01-M.Phil Awarded, Total = NET/SLET- 6 M.Phil-05./ Ph.D.- 01/ Post-Doctoral Research NIL)

3. To undertake Minor and Major Research Projects	Encouraged the faculty to attend -Seminars, Workshops, Study Projects, Field Trips and benefitted the students
4. To attend and organize Seminars, Workshops, Study Projects, Field Trips beneficial to the students.	Encouraged the faculty attended- Refresher-Orientation Courses to update their knowledge and skills.
5. To encourage the faculty to attend Refresher/ Orientation Courses to update their knowledge and skills.	Motivated the faculty to adopted Interactive and Learner-centered Teaching Methods and ICT was used in Teaching.
6. To motivate the faculty to adopt Interactive & Learner-centered Teaching Methods.	No. Of Students were Imparted Life Skills and Employability Skills offered by JKC and the Career Guidance and Counselling Cell.
7. To impart Life Skills and Employability Skills offered by JKC and the Career Guidance and Counseling Cell.	Encouraged the faculty Adopted Modern ICT Educational Teaching Aids (Audio-visual) motivating the students to utilize the library and the Internet.
8. To encourage the faculty to Adopt Modern Educational Teaching Aids (Audio-visual) motivating the students to utilize the library and the Internet.	Motivated the students participated in Community Development and Extension Activities of NSS/NCC/Sports & Games.
9. To motivate the students to participate in Community Development and Extension Activities of NSS/NCC/Sports & Games.	The IQAC of the college monitors the academic and administrative activities for quality s various activities have been taken up by improving the quality of teaching.
10. To fulfill the vision and mission of the institution	various activities have been taken up by improving the quality of teaching. nd enhancement.

* *Attach the Academic Calendar of the year as Annexure.* – Attached at the End.

2.15 Whether the AQAR was placed in statutory body   Yes ☐   No ☑

Management ☐   Syndicate ☐   Any other body

General staff meeting chaired by the Principal

Provide the details of the action taken

AQAR is prepared and placed before general staff meeting chaired by the Principal and is approved. For Government institutions, such a body (general staff meeting) exists.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	Nil	Nil	Nil	Nil
UG	04	Nil	02	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others				
Total	04		02	

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: /Core/Elective option / (AS PER UNIVERSITY)
     (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Nil
Trimester	Nil
Annual	04-(UG)

1.3 Feedback from stakeholders*   Alumni ☑   Parents ☑   Employers ☐   Students ☑
    (On all aspects)

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

*Please provide an analysis of the feedback in the Annexure

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

Telugu and History syllabi have been changed during the Academic Year 2015-16

The Governement of Telangana is planning to introduce CBCS and Semester system for all UG courses from 2016-17 .

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

No, Already introduced cells are working smoothly.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors			Others
14	07 (including Principal)			7

2.2 No. of permanent faculty with Ph.D.

01

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Lecturers								Total	
R	V	R	V	R	V	R	V	R	V
01	NIL							01	NIL

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	4	
Presented papers			
Resource Persons	Nil	Nil	01

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

Teaching & Learning through teaching aids such as ICT, MANA T.V., CD'S., Question & Answer MODELS, MOCK PARLIAMENT & DISCUSSIONS apart from lecture methods , Student study projects, seminars, field trips, quiz, etc.

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

190

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

As per University –Unit tests, quarterly, halfyearly & annual-Descriptive

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

1		

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division			
		I %	II %	III %	Pass %
BA	20	15% (03-Ist Div.)	45.00% (09-IInd Div.)	30.00% (06-IIIrd Div.)	90.00% (18-Pass)
B.Com	19	79.00% (15-Ist Div.)	-	-	79.00% (15-Pass)
B.Sc.	-	-	-	-	-

College Results	Appeared	39	Ist Division	18
	Total Pass	33	IInd Division	09
	Percentage	85%	IIIrd Division &	06

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

1. IQAC prepares Institutional Action Plan in the Academic Year starting.

2. Under the chairmanship of the Principal IQAC visits each and every department every two months to inspect and monitor teaching diaries, lesson plans of lecturers and other departmental activities and their records.

3. Apart from this, the work of the committees constituted is also monitored and their records are checked.

4. Lecturers are given Academic Performance Index forms to be filled and then it is evaluated and suggestions to improve are given.

2.13 Initiatives undertaken towards faculty development   -Yes , they are taken. Lecturers are relieved to attend faculty development programmes.

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	02
Others	02

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	02	02	1	0
Technical Staff	Nil	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

1. Motivating & involving more staff members in research activity.

2. Encouraging the staff to apply for Major & Minor research projects.

3. Encouraging the PG holding staff to apply for M.Phil & Ph.D.

4. Encouraging the Ph.D holding staff to apply for Post Doctoral research & guideship to guide research scholars.

5. Encouraging staff to participate & present papers at state, national & international seminars, conferences etc.

6.Encouraging the staff to involve students for student study projects which is made mandatory.

7.Encouraging the staff to organize state, national & international seminars, conferences etc.

8.Encouraging the staff to organize job fairs through JKC& CGC,

9.Encouraging the staff to have Industry collaboration.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4   Details on research publications

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

3.5 Details on Impact factor of publications:

Range [ ]   Average   h-index [ ]   Nos. in SCOPUS [ ]

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

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

3.7 No. of books published   i) With ISBN No.   [1]   Chapters in Edited Books [ ]

                 ii) Without ISBN No.   [ ]

3.8 No. of University Departments receiving funds from

          UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

          DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy ☐   CPE ☐   DBT Star Scheme ☐

         INSPIRE ☐   CE ☐   Any Other (specify)   UGC/State govt.

3.10 Revenue generated through consultancy   Nil

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

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

3.13 No. of collaborations   International ☐   National ☐   Any other ☐

3.14 No. of linkages created during this year   0

3.15 Total budget for research for current year in lakhs :

   From Funding agency ☐   From Management of University/College   Nil

   Total ☐

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College

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

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

Nil

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

JRF NIL   SRF Nil   Project Fellows   Any other

3.21 No. of students Participated in NSS events:

University level   State level

National level   International level

3.22 No. of students participated in NCC events:

University level -   State level 1

National level 01   International level Nil

3.23 No. of Awards won in NSS:

University level Nil   State level Nil

National level Nil   International level Nil

3.24 No. of Awards won in NCC:

University level -   State level 01

National level -   International level Nil

3.25 No. of Extension activities organized

University forum -   College forum -

NCC 06   NSS 10   Any other 02

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

3. NSS Winter special camp pushkaralu-2015

4.haritha haram plantation by ncc /nss students.

5. Swach Bharath done at College and Mandal Level.

6. NCC Cadets taken up the Social Responsibility, distributed Fruits at Health Center

7. NCC Cadets rendered their services at kataram pushkara ghat

8. Apart from this Our college conducted Vanamahotsav, Voter awareness programme, Awareness on Life skills, Consumer Day & Education Day, World Aids Rally, Environment Protection drives and health awareness programmes , anti-drug drive, clean & green programme save energy awareness rally, traffic management survey, pulse polio programme etc are organised.

IQAC –MEETING DETAILS

IQAC	1. Quality Enhancement Initiative Meeting on Dt. 12/06/2015-For Finalising the Institutional Action Plan	With Principal and its members
	2. Quality Enhancement Initiative Meeting on Dt. 9/7/2015 –for resolving to render services by NSS volunteers during GODVRI MAHAPUSHKARALU,Mr G,srinivas Asst prof chemistry appreciated for getting selection for PRCN NCC OTA at kamptee	
	3. 'FRESHERS DAY' for New Joining Students and Anti Ragging Activities Initiated on Dt. 30/07/2014	To Newly Joined Students
	4. 'PARENT – TEACHER MEETING' Conducted on Dt. 13/08/2015	With the Parents
	5. Quality Enhancement Initiative Meeting on of Dt. 26/08/2015- For Review of the Academic Activities.and also resolved to expedite the construction of compound wall .resolved to conduct a workshop on "preparation clay vinayakas"	With Principal and its members
	6. 'STUDENT FEED BACK ON LECTURERS' taken doring 2nd week of september	prinipal
	7. . Quality Enhancement Initiative Meeting on Dt. 16/09/2015- For Review of the Academic Activities .	With Principal and its members
	8. Quality Enhancement Initiative meeting on Dt:26/10/2015—Review of Academic Activities	With Principal and its members
	9. Quality Enhancement Initiative Meeting on Dt. 11/12/2015- Review of Academic Activities. Resolved to conduct two add –on courses on 'preparation paper bags" and "cartoon making"	With Principal and its members
	10. Quality Enhancement Initiative Meeting on Dt. 07/01/2016- Review of Academic Activities. Resolved to conduct two add –on courses on" mehendi designing" and " Drawing skills".and faculty informed to prepare all kinds of registers and records to be kept ready for academic audit and NAAC peer team visit	

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4.14acres		UGC, State Govt.	
Class rooms	05		UGC, State Govt.	
Laboratories	04		UGC, State Govt.	
Seminar Halls	0		UGC, State Govt.	
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		1	UGC	10,000
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

NO

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8000	180000			8000	180000
Reference Books	2000	255500			2000	255500
e-Books						
Journals	02				02	
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Department s	Others
Existing	10	01	10	0	0	1	0	
Added								
Total	10	01	10	0	0	1	0	

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

> One day work shop is conducted to lecturers on "ppt skills in telugu"

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities   1.0

iii) Equipments   0.1

iv) Others   0.6

Total :   1.7

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Women Empowerment Cell	To empower women on the women related issues/ rights
Career Guidance Cell	Coaching to prepare the students for State & Central employment Opportunities
Every information regarding student support system is informed through notices, display at appropriate places and in website.	

The IQAC takes utmost care to develop and monitor the student support activities. The faculty members of IQAC regularly interact with the students and make them aware about the student support services provided by the institute. Moreover, IQAC has students as its member and their views and feedback helps in enhancing awareness about Student Support Services

5.2 Efforts made by the institution for tracking the progression

The student progression record in a common format is maintained by all the departments. The analysis is done at regular intervals and appropriate measures are taken for improving the performance.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
271	Nil	nil	Nil

Student Particulars	Men	Women	Total
Total Enrolment	193	78	271
Scheduled Caste	54	30	84
Scheduled Tribes	17	11	28
Backward caste	105	36	141
Others	10	0	10
Physically Handicapped	01	01	02
Muslims	06	0	06

(b) No. of students outside the state

nil

(c) No. of international students

	No	%
Men	nil	

	No	%
Women	nil	

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total

The Institution has strengthened its activities in arranging expert lectures by inviting the assistant professors from various colleges to provide a wide range of knowledge to the students.
The JKC intensified the coaching classes for the competitive examinations paving the way for more placements in the recruitment drives held in the college.

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

The Career Guidance Cell conducts awareness programme about various job notifications and guides them for the examinations.

No. of students beneficiaries   180

5.5 No. of students qualified in these examinations

NET   [ ]   SET/SLET [ ]   GATE [ ]   CAT [ ]

IAS/IPS etc [ ]   State PSC [ ]   UPSC [ ]   Others [ ]

5.6 Details of student counselling and career guidance

Student counselling and Career guidance is done through Jawahar Knowledge Centre(JKC) and Career Guidance Cell of the institute. External experts are invited to interact with the students and provide them proper guidance and personality development.

No. of students benefitted   70

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

The women empowerment cell organised a programme related to gender sensitization

5.9 Students Activities

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

State/ University level   02   National level   International level

No. of students participated in cultural events

State/ University level   01   National level   International level

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

Sports : State/ University level   National level   nil   International level   nil

Cultural: State/ University level   2   National level   0   International level   0

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	121	145580
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

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

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

5.12   No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: There were no major grievances.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION:

Vision of the college is to attain academic excellence, develop scientific temper, knowledge and character in the students.

MISSION:

a) Improvement in the quality of teaching, learning.

b) Assessment of teaching performance on the basis of students' feedback.

c) Encouraging the teachers to undertake training programmes.

d) Fostering the global competencies among students.

e) Prompting the application of information, communication & technology.

f) Expediting the infrastructural development of the college.

GOALS & OBJECTIVES:

a) Thrust on academic excellence.

b) Enhancement of students' enrollment.

c) Provision of better library facilities to the students & staff.

d) Transform the students into well-meaning citizens to build an ideal notice.

6.2 Does the Institution has a management Information System

Yes, The College has Management information system. Office Establishment has 01 computer system with internet facility.

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

6.3.1 Curriculum Development

The faculty members participate in the departmental meeting organised by affiliating university and contribute in curriculum design and development.

6.3.2 Teaching and Learning

Teaching staff is engaged in activity based teaching and learning. They are using ICT and conducting seminars, student study projects, field trips, group discussions, quiz, exhibition, etc.

6.3.3 Examination and Evaluation

Unit tests, quarterly and half yearly, pre-final and annual examinations are conducted. They are evaluated. Slow learners are identified and remedial coaching is provided.

6.3.4 Research and Development

The institute has a research forum which meets at regular intervals. The institute readily forwards and motivates the staff to take up research projects. All the departments organise the field/study tour for the students and study projects are being undertaken to imbibe

6.3.5 Library, ICT and physical infrastructure / instrumentation

Efforts had being made for automation of library. Most of the staff uses ICT and one high quality Projector available.

6.3.6 Human Resource Management

The data of all the employees are uploaded in HRMS site designed by CCE, AP. It is continued by Telangana Govt. As and when training to employees are given in the form of Orientation programmes, Refresher courses etc. Emoluments are provided as per govt.orders.

6.3.7 Faculty and Staff recruitment

Recruitment is carried out by govt. through direct recruitment and through promotions.

6.3.8 Industry Interaction / Collaboration

Most of the departments take the students for field trips to the surrounding industries and efforts are being made for collaborations.

6.3.9 Admission of Students

Admission of students is as per the instructions from state govt, University and CCE following all the criteria of reservation.

6.4 Welfare schemes for

Teaching	Training, Research, ICT
Non teaching	Training, ICT
Students	Training, Research, ICT

6.5 Total corpus fund generated

Nil

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

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCE	Yes	IQAC
Administrative	NO	--	Yes	Principal

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

For UG Programmes   Yes [✓] No

For PG Programmes   Yes [ ] No [✓]

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

The students can apply for revaluation of their answer scripts at the university level. The university has also introduced the system of issuing the Photostat copies of answer scripts for personal verification.

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

The key objectives of Satavahana University are to improve access, equity and quality in higher education through planned development of higher education at the University level. Such planning will include creating new academic institutions, expanding and upgrading the existing ones, developing institutions that are self-reliant in terms of quality education, professionally managed, and characterized by greater inclination towards research and provide students with education that is relevant to them as well the nation as a whole.

6.11 Activities and support from the Alumni Association

The Alumni Association of the college has extended its support for the upkeep and maintenance of the college.

6.12 Activities and support from the Parent – Teacher Association

The parent-teacher association always offers its feedback in developing the academic quality of the institution.

The college on the advice of parents organizes interface programmes between parents, teachers and students in collaboration with reputed companies & other agencies to give guidance on career opportunities and preparing them for competitive & National talent examinations.

6.13 Development programmes for support staff

Training in soft skills and computer knowledge is being given apart from their regular administrative work.

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

Vanamahotsav, Vermi compost, Environment Protection drives and health awareness programmes , clean & green programme save energy awareness rally, etc are organised. Maximum utilization of paper is explained, best out of waste classes are taken, Many plants are planted. Wastage of water is curtailed.

Criterion – VII

7. Innovations and Best Practices

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

Sl. No.	Best Practice / Innovative Practice	Department	Objective
1	Wall Magazine	Commerce	To import knowledge regarding current trends
2	Faculty Forum	College	To provide basic understanding of various subjects by faculty
3	Student Feedback	College	To improve teaching methodology of faculty
4	Grievance Redressal Cell	College	To solve the grievances of the students

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

1. The IQAC prepared the Self Study Report with the support from all the staff members of the institute and the same was forwarded to NAAC, Bangalore. All the staff were requested to complete the documentation work of the activities / programmes organised by them for proper presentation before the peer team members.

2. According to the institution action plan, activities were performed and documentation has been done by concerned departments, information regarding performed activities registered in the college Activity Register

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

Wall Magazine	To import knowledge regarding current trends
Faculty Forum	To provide basic understanding of various subjects by faculty
Certificate Courses	Add-on courses for the benefit of the students

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

Vanamahotsav, Environment Protection drives and health awareness programmes , Swach Bharath clean & green programme save energy awareness rally, etc are organised. Maximum utilization of paper is explained, best out of waste classes are taken, Many plants are planted. Wastage of water is curtailed. A Work Shop have been conducted through IQAC in collaboration with Eenadu Group of Companies " Preparation of Clay Vinayaka's" to create awareness among the school children.

7.5 Whether environmental audit was conducted?　　　Yes ☐　　No ☑

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

Strength	Weakness	Opportunities	Challenges
Committed Staff	Poor Student of rural Background	Taping talented students	With the mushrooming of private colleges in the surroundings, the institute has the threat of filling the sanctioned intake of students.

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

- To complete the NAAC Accreditation process

- To seek funds from UGC and other funding agencies for infrastructure development

- To start more skill development short term certificate/add on courses

- To infuse research environment in the institute by motivating faculty to apply for Minor/Major research projects and make students to take up study projects

- To organise workshops and seminars at different levels

- To make wide publicity about the available resources and student support activities to attract bright students and improve admissions

- To make teaching-learning process more effective by using innovative methods.

A Separate Document is attached for proposed Institutional Academic Calender for the Academic Year, 2015-16.

Name : S.KRISHNAPRASAD　　　　　　　　　　Name: S.RAMESH

Signature of the Coordinator, IQAC　　　　　　Signature of the Chairperson, IQAC

Annexure II

Abbreviations:

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

Name : S.KRISHNAPRASAD   *Name: S.RAMESH*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

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