GOVERNMENT DEGREE COLLEGE

KORATLA – 505 326, DIST. JAGITIAL

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

OF

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2017-18

CHAIRMAN: Sri. S. VENKATESHWAR **PRINCIPAL**
CO-ORDINATOR: Smt. N. VASAVI ,
                    ASST. PROFESSOR OF CHEMISTRY

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

For the Academic Year June, 2017 to May, 2018

Part – A

1. Details of the Institution

1.1 Name of the Institution

GOVT. DEGREE COLLEGE, KORATLA

1.2 Address Line 1

YESUKONI GUTTA

Address Line 2

KORATLA

City/Town

DIST. JAGITIAL

State

TELANGANA

Pin Code

505 326

Institution e-mail address

knr.gdckorutlajkc@gmail.com

Contact Nos.

08725-252160

Name of the Head of the Institution:

SRI. S. VENKATESHWAR

Tel. No. with STD Code:

08725-252160

Mobile:

9440603443

Name of the IQAC Co-ordinator: | **N. VASAVI**

Mobile: | **9490783040**

IQAC e-mail address: | **gdckorutlaiqac@gmail.com**

1.3 NAAC Track ID : **APCOGN 15526**

1.4 Website address: | **www.gdckoratla.com**

Web-link of the AQAR: | **http://www.gdckoratla.com/IQAC-AQAR-2017-18-GDCKoratla.pdf**

1.5 Accreditation Details:

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	**1st Cycle**	**C**	**1.52**	**21-02-2014**	**20-02-2019**

1.6 Date of Establishment of IQAC: DD/MM/YYYY | **10.06.2013**

1.7 AQAR for the year: | **2017-2018**

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC :

i.   AQAR 2013-14 submitted to NAAC on 19-01-2015 (DD/MM/YYYY)
ii.   AQAR 2014-15 submitted to NAAC on 14-11-2015 (DD/MM/YYYY)
iii.   AQAR 2015-16 submitted to NAAC on 10-08-2016 (DD/MM/YYYY)
iv.   AQAR 2016-17 submitted to NAAC on 29-06-2017 (DD/MM/YYYY)

9 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 ☐

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 ☐

1.10 Type of Faculty/Programme

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

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

Others   (Specify)   . --

1.11 Name of the Affiliating University *(for the Colleges)*   **SATAVAHANA UNIVERSITY, KARIMNAGAR, TELANGANA**

1.12 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 | 01

2.3 No. of students | 03

2.4 No. of Management representatives | 01

2.5 No. of Alumni | 01

2. 6 No. of any other stakeholder and

    community representatives | 00

2.7 No. of Employers/ Industrialists | 00

2.8 No. of other External Experts | 00

2.9 Total No. of members | 12

2.10 No. of IQAC meetings held | 05

2.11 No. of meetings with various stakeholders: No. | 06   Faculty | 08

Non-Teaching Staff | 01   Students | 01   Alumni | -   Others | -

2.12 Has IQAC received any funding from UGC during the year (XII Plan)? Yes | √   No |

    If yes, mention the amount | --

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 5   International | 0   National | 0   State | 0   Institution Level | 5

| (ii) Themes | 1. Carrier Opportunities for UG Students.
2. Internet Usage in teaching
3. Language learning theories |

2.14 Significant Activities and contributions made by IQAC

- Quarterly seminars for faculty Members

- Quarterly Seminars for Students

- Lectures by Eminent persons

- Internal Academic Audit for two times in an academic year

- Facilitating the faculty for publication of research articles and presentation of research papers in National and International Seminars

- Encouraging the Departments to organise Student Study Projects, Subject wise Seminars, Field Trips and Extension activities

2.15 Plan of Action by IQAC/Outcome

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
Preparation for Re-accreditation Internal Academic Audit Promoting research Activity ICT usage Outreach programmes Lectures to Students	• College is going to be reaccredited in 2019, Hence preparations are on to improve CGPA and Grade. • Internal Academic Audit takes place twice a year and the reports will be preserved for next reaccreditation. • A total of 6 Research articles were published in Peer reviewed Journals and anthologies with ISSN/ISBN by the faculty • Some members of the Faculty participated and presented papers in National seminars & Conferences. • Merit students were encouraged to take up study projects and Awards & Rewards. • Extensive usage of PPTs has been increased in the current academic year by the faculty for the effective Teaching and Learning Process (TLP) • Awareness programmes on Swatch Bharath, Haritha Haram, consumer rights, RTI, Nirbhaya act etc, were organised. • Health Club – Bagya Overall development of Student. Carrier Opportunities for UG Students, Internet Usage in Learning and Language learning theories.

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

Management ☐   Syndicate ☐   Any other body ☐

Provide the details of the action taken

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				
PG			02	
UG	07	-	02	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	07		04	

Interdisciplinary				
Innovative				

1.2   (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
       (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11
Trimester	-
Annual	**7**

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.

Syllabi of the affiliating university is followed and adding additional curricular inputs

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

No

CRITERION – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
10	10	--	--	---

2.2 No. of permanent faculty with Ph.D.   01

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	00	0	0	0	0	00	01	00	01

2.4 No. of Guest and Visiting faculty and Temporary faculty   04   00   04

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	01	01	00
Presented papers	01	01	00
Resource Persons	00	00	00

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

ICT based and Student centred Teaching Learning Process

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

256 (Year-wise for III Year & Semester for I II Year

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

Traditional Theory &
Practical Examinations

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

04   00   00

2.10 Average percentage of attendance of students   80%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA (T/M)	9	-	0	04	02	66.67%
BA (U/M)	44	-	29	10	05	100%
B.Com (G)	05	-	0	05	-	100%
B.Com (CA)	11	-	01	02	02	45.45%
B.Sc.(MPC)	05	-	0	02	-	40.00%
B.Sc. (MPCs)	10	-	01	03	-	40.00%
B.Sc. (BZC)	08		0	02	-	25.00%

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

- Extension Lectures
- Student counselling
- Student Seminars
- Student Study Projects and Workshops
- Internal Academic Audit
- Faculty Forum meetings
- Group Discussions & Quiz
- Just A Minute activities
- Periodic tests
- Feedback mechanism
- Grievance and redressal mechanism
- Promoting Inter-Departmental interaction
- Awarding and felicitating the merit students

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	01
Others	01

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	03	01	00	04
Technical Staff	00	00	00	00

CRITERION – III

3. Research, Consultancy and Extension

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

- 'Research Forum' has been formed to promote research activity.
- Facilitated the faculty to attend seminars Conference and workshops on-duty basis
- Faculty are encouraged to organise extension activities.
- Student Study projects
- Faculty are encouraged to register for Ph.D.s in various universities

3.2   Details regarding major projects :

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.3   Details regarding minor projects :

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.4   Details on research publications:

	International	National	Others
Peer Review Journals	07	03	00
Non-Peer Review Journals	00	00	00
e-Journals	02	00	00
Conference proceedings	00	02	00

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. [02]   Chapters in Edited Books [01]

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP `00`   CAS `00`   DST-FIST `00`

DPE `00`   DBT Scheme/funds `00`

3.9 For colleges   Autonomy `00`   CPE `00`   DBT Star Scheme `00`

INSPIRE `00`   CE `00`   Any Other (specify) `00`

3.10 Revenue generated through consultancy   `00`

3.11 No. of conferences organized by the Institution :

Level	International	National	State	University	College
Number	00	00	00	00	12
Sponsoring Agencies	00	00	00	00	Respective Departments

3.12 No. of faculty served as experts, chairpersons or resource persons: 02

3.13 No. of collaborations   International `00`   National `00`   Any other `00`

3.14 No. of linkages created during this year   `00`

3.15 Total budget for research for current year in lakhs :

From Funding agency `00`   From Management of University/College `00`

Total `00`

3.16 No. of patents received this year:

Type of Patent		Number
National	Applied	00
	Granted	00
International	Applied	00
	Granted	00
Commercialised	Applied	00
	Granted	00

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

Total	International	National	State	University	District	College
00	00	00	00	00	00	00

3.18 No. Of faculty from the Institution who are Ph.D. Guides and students registered under them: `00`

3.19 No. of Ph.D. awarded by faculty from the Institution: `00`

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

JRF `00`   SRF `00`   Project Fellows `00`   Any other `00`

3.21 No. of students Participated in NSS events:

University level `50`   State level `00`

National level `00`   International level `00`

3.22 No. of students participated in NCC events:

University level `00`   State level `00`

National level `00`   International level `00`

3.23 No. of Awards won in NSS:

University level `00`   State level `00`

National level `00`   International level `00`

3.24 No. of Awards won in NCC:

University level `00`   State level `00`

National level `00`   International level `00`

3.25 No. of Extension activities organized

University forum `02`   College forum `06`

NCC `00`   NSS `01`   Any other `02`

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

- Swatch Bharath
- Haritha Haram (Plantation Programme)
- Women Empowerment.
- Anti-Ragging Campaign
- Blood Donation Camp
- AIDS awareness programme and Literacy campaign
- Awareness programme on seasonal diseases
- NSS Special camps in nearby villages.

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	25 Acres	--	Government	25 Acres
Class rooms	09	--	Government	09
Laboratories	05	--	Government	05
Seminar Halls	--	--	--	--
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	--	--
Others	--	--	--	--

4.2 Computerization of administration and library

> Under process for automation

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	3529	--	--	--	3529	--
Reference Books	1217	--	--	--	1217	--
e-Books	--	--	--	--	--	--
Journals	30	--	--	--	30	--
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (Magazines)	10	--	--	--	10	--

4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Digital Smart Boards	Office	Depart-ments	Others
Existing	58	44	01	--	10	--	01	--	--
Added	--	--	--	--	--	03	--	--	--
Total :	58	44	01	--	10	03	01	--	--

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

- Faculty are trained to use computer for academic, research and other purposes
- Computer classes are being organised for Non-Computer students

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Provides enough information and awareness on TSKC (Telangana Skills and Knowledge Centre), NSS, Distance Education centre, Red Ribbon Club, Eco-Club, and Women Empowerment Cell and Health Club.
- Organizing remedial classes for weak students
- Special classes for PG Entrance Tests and various competitive examinations
- Students are trained in Soft skills, Life Skills and Aptitude skills
- Periodic feedback is being taken from the students and remedial measures are taken in consultation with various Departments
- Students are encouraged to participate in inter-collegiate and inter-university curricular, co-curricular and extra-curricular activities
- Help of Alumni and Parents is taken to reduce the dropout rate
- Internal exams are conducted, evaluated and remedial steps are taken for underperforming students on regular basis

5.2 Efforts made by the institution for tracking the progression

Conducting of Alumni Association meetings in order to track the progression of former students of the Institution.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
283	95	--	--

(b) No. of students outside the state | -- |

(c) No. of international students | -- |

	No	%			No	%
Men			Women			

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
39	76	08	245	00	368	64	40	05	174	00	283

Demand ratio   Dropout % : 15

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

- Telangana Skills and Knowledge Centre (TSKC) provides communicative, Computer, Analytical Skills and General Knowledge.

- Career and Counselling cell organised free coaching classes for competitive examinations

No. of students beneficiaries | 20 |

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 career and guidance cell organises motivation classes and awareness programmes twice a year.

- Through TSKC and Career guidance and counselling cell 50 students were counselled

No. of students benefitted | 50 |

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

- Gender sensitization programme – Nirbhaya
- Awareness programmes on domestic violence, dowry, child marriages
- Workshop on "Anti-ragging"
- Awareness programme on Gender Free Class Room

5.9 Students Activities

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

State/ University level | -- | National level | -- | International level | -- |

No. of students participated in cultural events

State/ University level | -- | 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 [--]   International level [--]

Cultural: State/ University level [--]   National level [--]   International level [--]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	--	--
Financial support from government	252	--
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11   Student organised / initiatives

Fairs   : State/ University level [--]   National level [--]   International level [--]

Exhibition: State/ University level [--]   National level [--]   International level [--]

5.12   No. of social initiatives undertaken by the students   [--]

5.13 Major grievances of students (if any) redressed: NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision :

To provide transformational quality in higher education that inculcates moral values, scientific temper, quest for excellence among the students and make   them a human resource of competence to serve the society and nation as   responsible citizens.

Mission:

- To ensure higher education to all sections of the society.
- To provide a platform of the students to realise their potentialities.
- To inculcate values, discipline, sincerity and service motto.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

The affiliating university designs the curriculum. Some of the members take part in the preparation of textbooks. Some of the faculty members of the institution add additional curricular inputs. The institution analyzes the curriculum and textbooks periodically.

6.3.2 Teaching and Learning

The institution sensitizes its stakeholders on issues like gender, inclusion, environment etc. through various activities. The institution identifies the slow learners as well as advanced learners by indicators like their marks, responses, behaviour, skills, and provides need based guidance, material, special classes, remedial classes and other opportunities.

- Power Point Presentations
- Student Workshops
- Student Seminars
- Molecular models and preparation of clay models of extinct animals and connecting links
- Student study projects and assignments
- Field trips
- Extension lectures and seminars
- Pair and team teaching
- Debates/Group Discussions.
- Mock Interviews

6.3.3 Examination and Evaluation

- Continuous and comprehensive evaluation is being practiced throughout the academic year.
- The quality of teaching and learning process is being monitored through feedback taken at regular intervals from the students and the faculty.
- The student achievement is measured through formative approach by way of class room interactions and activities, and through summative approach by way of pre-final and final examinations.
- Annual Examinations are conducted and evaluated by the Affiliating University.
- Internal exams are conducted and evaluated at the college for the benefit of the students.

6.3.4 Research and Development

The faculty members are encouraging the students to take up action research programmes through study projects and field studies in the concerned subject areas to inculcate the attitude of scientific observation and research spirit. The laboratory facilities of departments of Zoology, Botany, Physics, Chemistry and Computers will also develop research ability among the students.
- Research Forum has been formed to promote and coordinate research activity
- Faculty members are motivated to attend seminars for participation and presentation by providing on-duty facility
- The faculty are encouraged for enrolling them for M.Phil and Ph.D.s

6.35 Library, ICT and Physica

l infrastructure / instrumentation

- The College has a common library with text books, reference material, magazines, scholarly journals and newspapers. It is supported by a reading room which is used by the students and the staff during zero hours of the college. The library is the key resources for augmentation of the teaching learning process.

- The College has well furnished Classrooms and Laboratories for different departments, Internet facility, Library, Audio visual aids like LCD and Computers. A big classroom is available for co-curricular and cultural activities. The college provides sports facilities for physical fitness, outdoor games and indoor games.

- The ICT resources like internet, computers and projector for PPTs are being utilized by most of the staff members for teaching/learning activities.

- All major departments, English Language Lab, Library and office have INTERNET facility which can be accessed by both students and staff.

- Science laboratories and seminar hall are fully equipped with necessary instruments

6.3.6 Human Resource Management

- The students get into contact and interaction with community when they are involved in social activities like superstitions, HIV AIDS, Literary programmes, blood donation, clean and green and they participate in all national and religious festivals with fervor and enthusiasm organised by National Service Scheme. They all help the students to have civic sense, social concern and the team spirit.

- Teaching and non-teaching staff are encouraged to participate workshops, Orientation courses, Refresher courses, faculty development programmes and seminars with on-duty facility for their overall enrichment.

6.3.7   Faculty and Staff Recruitment

- Regular Teaching faculty is recruited by Telangana State Public Service Commission, Regular Non-Teaching faculty by Government of Telangana. Contract Teaching faculty is recruited by the C.C.E. T.S. Hyderabad and Regional Joint Director, Collegiate Education, Warangal and Outsourced Non-Teaching faculty is recruited by the qualified agency.

- State Government recruits and appoints the staff by way of direct recruitment and promotions from the cadre of junior lecturers with necessary qualifications as prescribed by UGC

6.3.8 Industry Interaction / Collaboration

- Industry interaction can be extended with Memorandum of Understanding (MOU) between the institution and industry with mutual benefit without meeting any financial burden.

- Students are taken to industries for study tours
- Departments are encouraged to develop linkages and collaborations with industries

6.3.9   Admission of Students

The criteria adopted for admission to various programmes is merit based besides reservation rules framed by the state government. In order to maintain the objective of social equilibrium the reservation policy is implemented transparently in admission of backward class students (SC/ST/BC/Minority/ the differently abled) which is as per the stipulated guidelines, reservation rules and regulations laid by the concerned authority. The institution has introduced new courses i.e. B.Com. (Computer Applications) and B.Sc (Computer Science), on the basis of demand-ratio analysis. Students are admitted on the basis of merit and reservations prescribed by the state Government

6.4 Welfare schemes for

Teaching	As per state Government service rules
Non teaching	State Government service rules
Students	Scholarships are provided by the state Government

6.5 Total corpus fund generated

--

6.6 Whether annual financial audit has been done   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	Academic Advisors nominated by CCE, T.S. Hyderabad	Yes	Principal
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?

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

- They support the vision and mission of the institution and work like an ambassador in the community on behalf of the college.
- They actively participate in Committee meetings; they have levelled the ground and donated water purifier to the college. They are always with the faculty and students to support and guide in every respect.
- Alumni association laid in the ground and helping in resolution of land dispute of college

6.12 Activities and support from the Parent – Teacher Association

- The parent teacher association is formed and the meetings are conducted regularly.
- It discuss the performance of the students periodically and involves for the all round development of the college.
- PTA conducts Clean and green programme and Haritha Haram
- Parent – Teacher Association is helping in minimising the drop-out rate
- It supports to achieve the desired results in academic, curricular and co-curricular areas

6.13 Development programmes for supporting staff

- The support staff is provided with motivational classes for their effective performance. They are provided with computer knowledge for office automation.
- Communicative English classes are also conducted with regular intervals for effective communication.
- The staff is recruited as per state Government norms and service rules.

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

- The eco-club is being constituted with the lecturers and students
- Conducting of regular meetings and create awareness among the stake holders of the institution towards the eco friendly college.
- The college avoids usage of plastic items. Awareness programmes are conducted regarding the different kinds of pollution and its impact on the future generations. The institution has given top priority to plantation and we are trying to make the campus green.

- Conducting of clean and green activities.

- Eco club advocates for banning of plastic carry bags

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.

The following innovative activities have created a positive impact on the functioning of the institution. The process of dissemination of knowledge through JKC helped the students in better placements in the market. The life skills to the students offered by the institution through internal and external lectures will be of help to cope with the adjustment problem in their future course of life. The competitive spirit among the students was boosted up by organizing extension lectures on employability skills, as proved by the good results. The positive interactions with people successful in the competitive examinations and in the work field have thrown a positive light on the personality of the students.

- Power Point Presentations
- Online videos
- Molecular models and preparation of clay models of extinct animals and connecting links

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

Action		Observations	Action Taken
College Timings **09.00 a.m. to 3.30 p.m**		Timings are Following	Maintaining
I Curricular Aspects		Strength is poor in B.Sc (MPC), B.Sc (M.P.Cs) and B.Sc. (BZC) .	We will make door to door campaign in and around Koratla for the New Admissions by projecting the strengths of the college
2	Add-on/Certificate Courses	One Certificate Course proposed in English Dept.	Planning to conduct certificate courses in Office Assistance, Hardware & Software Installation
3	Annual Curricular Plan	Following	Following
4	Attendance	Maintaining	Maintaining
5	Coverage of Syllabus	Up to the mark	Up to the Mark
II. Teaching & Learning			
1	Teaching Diary and Teaching Notes No of Teaching staff including contract/Guest/PTL: No Teachers submitted: No Teachers Not submitted with details:	20 20 00	Regular and Contract Lecturers are working
2	Conduct of Classes	Conducting Classes regularly.	Conducting

3	Conduct of Classes in CIEPS, ICM, HVPE, Environmental Studies, OAN and Science & Civilization	Conducting				Conducting
4	Use of supplementary teaching tools and application of ICT	Maintained with PPT's, Mobile Phones, Pen Drives and CD,s Separate attendance Registrar is also maintained for E-Class Room. ICT Methods of teaching using in English, Comp. Science & Applications, Chemistry, Physics and Zoology				Scheduled is prepared to use ICT for every subject and organized regular classes in e-Class Room
5	Student Centric Activities	JAM's, Quiz and GD's				Conducting
6	Student seminars	Conducting				Conducting
7	Remedial Coaching	Conducting				Conducting
8	Student Assignment	Conducting				Conducting -
9	Student Feedback (Analysis done or not)	Done and analyzed				Analyzed

III. Evaluation & Results

1	Conduct of Internal Examinations	Conducting in Internal Exams by all Faculty Members				Conducting
2	Maintenance of Marks Register	All Staff Members are maintaining Marks Registrar				Maintaining
3	Annual Results of University Examinations-2012	--				--

1	**Analysis of University Results**					

Course	2013-14	2014-15	2015-16	2016-17	2017-18	
1. B.A. (H.E.P) T/M	85.71%	89.29%	37.22	47.33	66.67%	
2. B.A. (H.E.P) U/M	86.49%	88.10%	86.11	89.00	100%	
3. B.Com (Gen)T/M	53.85%	73.68%	15.00	50.00	100%	Work for the betterment of Results.
4. B.Com (CA)	82.86%	66.67%	38.33	38.24	45.45%	
5. B.Sc (MPC) T/M	69.57%	33.33%	06.66	100.00	40.00%	
6. B.Sc (MPCs)	55.56%	33.33%	20.00	50.19	40.00%	
7.B.Sc (BZC)	53.85%	75.00%	20.66	50.24	25.00%	

	IV. Learning Resources		
1	Library	Librarian post is Vacant (lect. in Hindi is in charge for the Library)	Maintaining
2	Laboratories	Existing Physics, Chemistry, Botany, Zoology and Computer Science & Applications are well maintained.	Maintaining
3	MANA TV	Functioning	Functioning
4	e-Class Rooms	Existing	Running
5	Computer & Internet	Available to Office	To be connected to Computer Science Lab
6	TSKC	Functioning	Functioning
7	DRC Activities	Followed as per schedule	Conducting at ID College
VII. Physical Education		Physical Direction Post is Vacant	Forwarded a request letter for filling up of Physical Director post
VII. Basic Facilities			
1	Sanitation	Good	Good
2	Drinking Water Facilities	Available	Available
IX. IQAC Records (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)		Available	Available
Whether the ATR of previous Academic Audit Report is followed or not		Following	Available

7.3 Give two Best Practices of the institution:

> Annexure – I : Yoga Classes
> Annexure – II : Value Based Education
> - Just A Minute (JAM)
> - Free M.A. English coaching to all the students who are interested to join
> - Free I-CET Coaching to B.Com Students by Department of Commerce
> - Free M.Sc (Chemistry) Entrance Coaching to Science Students by Department of Chemistry
> - Free Coaching to Competitive Examinations through Career and Counseling Cell
> - Student research projects
> - Discouraging of Plastic carry bags of less than 20 micron thinness in college campus.
> - Roof water tapping and storing to use as a substitute for distilled water.

7.4 Contribution to environmental awareness / protection

> Awareness programmes are conducted regularly to create awareness on the environment under eco-club with NSS volunteers Haritha Haram is organised to plant saplings through NSS and eco club Eco club and NSS conducts clean and green activities. Roof top water is stored and used as a substitute for distilled water Eco club advocates for banning of plastic carry bags Chemical fertilizers and pesticides are not used and organic manure is used for the plants

7.5 Whether environmental audit was conducted   Yes ☑   No ☐

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

Strengths:

- Latest i-5, i-3 systems with high configuration in the computer laboratory.
- Good infrastructure.
- Versatile and skilled teachers with committed attitude to teaching
- Personal tutorials for final year students.
- Good employment opportunities for students of computer science and computer applications Provision of good study material specially prepared by the faculty.

Weaknesses:

- Excessive work load and lack of teachers
- Lack of departmental library
- Compulsion of paying the relatively high fees for the course.
- Choice of very few courses in P.G. for students of this course
- Less number of students seeks to join the course because of economically poor condition
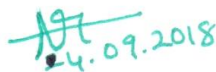
Opportunities:

- Possibility of introducing add-on courses
- Orientation to new technology can be given to students
- Increasing demand for computer-oriented skills challenges.
- Weakened image among students due to fluctuations in IT sector
- Heavy syllabus especially in B.Sc (Comp. Science)
- Ensuring zero drop-outs

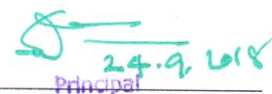## 8. Plans of institution for next year :

- To start add-on course in Communicative English, Office Assistance, Software installation, Hardware and Programming Skills in C Language.
- To acquire 50 more systems to expand the laboratory.
- Complete of unfinished women hostel
- To pursue for the filling up of vacant faculty positions
- To conduct at least two National Seminars
- Office automation to be taken up
- To conducted free coaching classes for Pg entrance examination
- To encourage the departments to conduct more and more extension lectures, field trips student seminars and assign study and research projects

Name: N. Vasavi

Name: S. Venkateshwar

_24.09.2018_

_24.9. 2018_

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Principal
Govt. Degree College
Koratla, Dist. Jagitial

BEST PRACTICES

ANNEXURE - I - CONDUCTING OF YOGA CLASSES

As the yoga is the ancient Indian system of healing and curing the physical and psychological ailments, it is introduced to the students to have holistic personality. The goal is to Bring about behavioral changes, Increase the emotional quotient of the students and Helps the students have physical and mental health, agility, memory and concentration in their studies. As the students are going to step out either for higher studies or for employment/self employment, they need to develop their emotional quotient along with the professional competence for succeeding amid challenges they would be facing in life. They also have to behave as responsible citizens. Yoga plays a helpful role in this context. The students are provided with theory cum practical classes for an hour a week on the campus and they are advised to practice daily from half an hour to one hour in their homes. Mr. M. Madhukar Rao, Lecturer in Hindi takes Yoga classes for the faculty members and students. In addition, some other Yoga classes are arranged by inviting experts from outside, like Brahmakumari Samaj members.

The stakeholders of the institution have been benefitted with the practical cum theory classes of Yoga. There is a behavioral change among the students. They now appear to have peaceful mind and are participating in the curricular and co106 curricular activities positively. Yoga helped the students to control the temptations and to overcome the problems of maladjustment with the peers, the faculty and the society. The emotional quotient has increased considerably by practice of yoga. There are certain problems in conducting the yoga classes on the campus. Particularly the early hours are the most suitable time for practicing yoga but the students cannot turn up at that time to the institution. The institution has no auditorium to practice yoga. There is no specially trained member of the faculty to train up the students. The institution requires an indoor stadium or auditorium for the students to practice yoga. It requires a well trained Yoga master for conducting classes.

ANNEXURE - II - VALUE BASED EDUCATION

The programme is aimed to cause behavioral changes, to inculcate values like discipline, sincerity, accountability, service etc, to help become good citizens and to help maintain better relationships in life. The Under Graduate students are soon going to be a significant section of the upcoming generation with a crucial role to play in the society. Hence, they need to be groomed as people with regard for human values like honesty, accountability, service motto, punctuality and so on. The value based education supplements the knowledge base with values that will stand them good in the social responsibilities in future. Value Based Education is included in the curriculum. The faculty members take classes with regular intervals on values and ethics to be followed in the society. They explain their real life experiences, anecdotes to substantiate their argument regarding the role of values and ethics in human life. They help develop a strong commitment among the students to have a positive opinion on the value based education.

It shows positive results in the behaviour of the students and their emotional quotient is also well balanced. They are adjusting to the new situations with positive attitude. They are cooperating with all the stakeholders of the institution. In the beginning the faculty faced problems in teaching the values to the students because they strongly believed that they knew all these issues. They also felt that the values taught by the teachers were not going to help them in any way in their day to day life. They had doubts regarding the practicality of the values.