



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		GOVERNMENT DEGREE COLLEGE, MANTHANI, PEDDAPALLY-DIST
• Name of the Head of the institution		MD. THAHER HUSSAIN
• Designation		PRINCIPAL (FAC)
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		087290200020
• Mobile No:		9848354753
• Registered e-mail		jkc.manthani@gmail.com
• Alternate e-mail		thaher03@gmail.com
• Address		H.NO: 2-52/2, SHARADANAGER, MALLEPALLY(VIL)
• City/Town		MANTHANI, DIST: PEDDAPALLY
• State/UT		TELANGANA
• Pin Code		505184
2.Institutional status		
• Type of Institution		Co-education
• Location		Rural
• Financial Status		UGC 2f and 12(B)

• Name of the Affiliating University	SATAVAHANA UNIVERSITY				
• Name of the IQAC Coordinator	N. BHARATH				
• Phone No.	9440279996				
• Alternate phone No.	9848354753				
• Mobile	8897889654				
• IQAC e-mail address	iqac.manthani@gmail.com				
• Alternate e-mail address	jkc.manthani@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://gdcts.cgg.gov.in//Uploads/files/Recent_Updates/26010.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/58970.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.25	2016	17/03/2016	16/03/2021
6.Date of Establishment of IQAC			01/04/2012		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
0	0	0	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			5		

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>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-Cantered Teaching Methods. 6. Imparting Life Skills and Employability Skills offered by TASK and the Career Guidance and Placement Cell. 7. Encouraged the faculty to Adopt Modern Educational Teaching Aids (Audio-visual) for ON-LINE classes & 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 the Results and to apply for FIPs/FDPs.</p>		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
To fulfill the vision and mission of the institution	<p>The IQAC of the college monitors the academic and administrative activities for quality assurance various activities have been taken up by improving the quality of teaching.</p>	

To encourage the faculty to Adopt Modern Educational Teaching Aids (Audio-visual) motivating the students to utilize the library and the Internet.	Due to COVID-19 pandemic situation all the faculty adopted modern ICT educational teaching aids (Audio-visual) motivating the students to utilize the library and the Internet
To impart Life Skills and Employability Skills offered by TSKC / TASK and the Career Guidance and Counselling Cell	No. of students were Imparted Life Skills and Employability Skills offered by TSKC/TASK and the Career Guidance and Counselling Cell.
To motivate the faculty to adopt Interactive & learner-centered Teaching Methods.	Faculty adopted Interactive and learner centered Teaching Methods and ICT was used in Teaching.
To encourage the faculty to attend Refresher/ Orientation Courses to update their knowledge and skills.	Faculty attended online Refresher / Orientation / FDP/STTP Courses to update their knowledge and skills.
To undertake Minor and Major Research Projects, to attend and organize Seminars, Workshops, Study Projects, Field Trips beneficial to the students.	Encouraged the faculty to conduct & attend -Seminars, Workshops, Study Projects, Field Trips and benefitted the students Faculty conducted study projects, field trips seminars, quiz programmes
To encourage the faculty to acquire higher qualification (M.Phil./ Ph.D./ Post-Doctoral Research)	Encouraged the faculty to acquire higher qualification (03-lecturers registered for Ph.D. programme on part time basis)
To monitor and review Institutional Action Plan from time to time, research activities promoting research culture and out look 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.
13. Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	31/01/2022

15. Multidisciplinary / interdisciplinary**16. Academic bank of credits (ABC):****17. Skill development:****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):****20. Distance education/online education:****Extended Profile****1. Programme**

1.1 115

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

File Description	Documents
Data Template	View File

2.Student2.1 164

Number of students during the year

File Description	Documents
Data Template	View File

2.2 180

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

File Description	Documents
Data Template	View File

2.3 48

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 12

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 15

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	115
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	164
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	180
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	48
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	12
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	15
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	11
Total number of Classrooms and Seminar halls	
4.2	2.368
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	24
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College is affiliated to Satavahana University, Karimnagar and the curriculum for all the courses is prescribed by the concerned BOS of the University. The same curriculum is adopted by all the departments in the college. Other co-curricular and extra-curricular activities are designed and implemented in accordance with the Academic Calendar issued by the Commissioner of Collegiate Education (CCE) and the Almanac given by the University. At the beginning of every academic year, the IQAC conducts meeting with all HODs and initiates the process of preparation of the blueprints for curriculum planning and deployment by every department as per the University guidelines.

Allotment of work load in each department is done based on specialization/options of faculty. Time-table is prepared by the Coordinator in the concerned departments with the approval of Principal. Faculty members prepare their teaching plan. Adherence to syllabus completion as per teaching plans is monitored through

academic records. Internal examinations for theory and practicals are conducted as per the schedule. Question papers for the internal tests are designed such that the course outcomes are attained. Teaching faculties are entrusted with the task of mentoring 20 students on academic and personal issues. Teachers are encouraged to adopt ICT based tools.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gdcts.cgg.gov.in/OtherPages.edu?page=getButtonDetails&centreId=26&id=15392

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

The College adheres to academic calendar provided by the University for the conduct of Continuous Internal Evaluation system. The academic calendar includes the dates of commencement and completion of syllabus, schedules of internal exams etc. It specifies the dates of term end examination. Tentative dates of practical exams and viva-voce and theory examinations are also given in academic calendar. The schedule of external examination is fixed by the University and the same is displayed on notice board for students. However, all efforts are made by the Institute to adhere to the academic calendar for CIE. Academic calendar is prepared by IQAC and Principal in consultation with Departmental Faculties. The Schedule of All Examinations is given in academic calendar. The College gives particular period to conduct extra-curricular and social activities such as: Celebration of birth and death anniversaries of the National Icons and various National and International Days. Cleaning of the campus and adoption of nearby villages will be done usually as a part of Clean & Green programme.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/55236.pdf

1.1.3 - Teachers of the Institution participate D. Any 1 of the above

in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
 Academic council/BoS of Affiliating University
 Setting of question papers for UG/PG programs
 Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
 Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

6

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

19

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

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

514

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

514

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

1.3 - Curriculum Enrichment

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

The Government Degree College, Manthani is affiliated to Satavahana University, Karimnagar and is adopting the Curriculum designed and prescribed by the University. According to the suggestions and guidelines of the Telangana State Council of Higher Education (TSCHE), the University revises the curriculum from time to time to suit the industry and local requirements. The College focuses on effective implementation of the Core Courses coupled with the Generic Electives and Subject Specific Electives and Skill Enhancement Courses in letter and spirit. The College has always focuses on issues of marginalized community groups and the inequalities existing in the society. The transaction of various courses has a strong focus on Gender differentials in the socialization of children and differentials in participation in the work force. Planning and review of development programmes of the government are an integral part of our core courses at the UG level. The students are made aware of the concept of

sustainability and to critique programmes and policies from the lens of sustainability. Special emphasis is laid on inculcating ethical practices among the students. The cross-cutting issues are also an intrinsic part of the students in co-curricular activities. Students are encouraged to develop healthy competition to inculcate practices of fair play and equity. These issues find a collective space in numerous co-curricular and cultural activities

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

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

5

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

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

28

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/48196.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

360

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

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

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

59

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

.During the interaction in class rooms, teachers identify students' potential and then devise strategies to reduce the gap in the knowledge and skills. Teachers are available in the college premises as well as on social media to clear doubts and counsel on a one to one basis. The academic ability of the students is judged by the concerned subject teachers based on the performance in internal assessments and are segregated as slow and advanced learners. Also organizes Quizzes, Student Seminars, Field trip to elevate interest in students and to foster global competencies among students. The college undertakes the following measures to improve the educational standards of all the students to achieve the targeted goal, Quality Education.

1.Slow Learners: In the beginning of the every academic year, special English classes are conducted for all the slow learners especially T/ M students. Remedial Classes are conducted for the slow learners in each subject. The students are also encouraged to go through the Youtube lessons and MANA-TV channel to get adequate knowledge. Personal attention is paid towards the slow learners to enhance their level.

2 Advanced Learners: The advanced learners are made as the leaders of the different groups of the slow learners to whom they clarify the doubts with the consultation of the subject teachers. This process enables them to learn while teaching the peer students.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
164	12

File Description	Documents
Any additional information	View File

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

After introduction of CBCS, Teacher centric method has changed to Student centric method of teaching. The students extensively participate in various academic, co-curricular and extra-curricular activities within and outside of the college. The process of learning will be considered as fruitful when a learner involves physically and mentally in the three steps of learning viz observing / listening, understanding and remembering. The experiential and participative learning are the effective and active modes of learning which are being adopted enormously at the college. Visits to other institutes, field and educational tours, seminars and talks by experts are organized every year. Students are given individual projects and class assignments, focusing on self-study and independent learning. They are assigned group projects and activities which promote peer learning and team building. Classroom discussions, debates, seminars, quiz programmes, presentations by students, brain storming activities, creating mind maps facilitate participative learning.

Engaging students in problem solving based learning through continuous engagement with issues and challenges is encouraged in different subjects. As far as Commerce, Mathematics concerned students are provided with more and more problems. Students on their own or with other students solve their problem. So that they develop capacity of solving problems on their own experience.

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

Teachers in this college use 3 types of ICT Tools

1) PPTs: Teachers use PPTs to motivate students to remember and recollect subject. Each teacher prepares PPTs required for classes. During COVID online classes almost all teachers prepared PPTs and taught lessons online. PPTs make students remember lesson in more effective way.

2) PROJECTORS: Our college has 4 projectors which are used to teach the students in the class rooms with the help of PPTs prepared by the faculties / other electronic media mode. Projectors are highly useful for classes' theory classes where almost all units are prepared in Electronic mode with audio and video and shown to students. Whenever college needs to address entire strength projectors are effectively used. Projectors are mainly used for JIGNASA STUDY PROJECT, Seminars and other college level programmes where entire college students are participated.

3) Virtual Class Rooms : Virtual class room is more differently used unlike PPTs and Projectors. In virtual class rooms teacher from any college in Telangana Govt Colleges can teach and students from our college listen, ask doubts and communicate with teachers. It is also possible to teach our college teachers in Virtual class room and other college students listen to classes.

File Description	Documents
Upload any additional information	View File
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

12

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

2.4 - Teacher Profile and Quality

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

12

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

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

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

0

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

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

2.4.3.1 - Total experience of full-time teachers

45

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

2.5 - Evaluation Process and Reforms

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

. The College conducts Internal Assessment tests as per schedule given by University. Lecturers prepare the Question papers and handover them to Academic Coordinator and they will be made available to the students. Internal Assessment Time Table and syllabi inform to the students in advance. The Continuous Internal Evaluation system is effectively adopted at the college to assess and monitor the progress of the students in terms of educational standards. From the Academic Year 2016-17 onwards the State Government of Telangana started implementation of the Semester system as per CBCS. Since then the time schedules for the conduct of Internal exams and question paper patterns have been decided and designed by the University itself. The Constituent colleges have no role in this matter. The University proposes to conduct two Internal Exams in a Semester. The college has its own organized mechanism for the smooth conduct of the internal examinations through transparent and dynamic in terms of frequency

and mode. The performance of the students in CIE is reviewed in the internal academic audit conducted by the IQAC with the help of Academic coordinator and the remedial measures are also initiated to improve the standard of the students.

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 Principal constitutes an Examination Committee consisting of a Convener and members well acquainted with Examination Rules & Regulations. The examination branch of the college circulates all the circulars issued by the University regarding payment of examination fee, examination time table for theory and practicals, recounting, revaluation process after announcement of results and obtaining the Xerox copy of the answer scripts, if the students desire. In order to redress the grievances of the students, the well experienced convener and members of the examination branch with the help of guidelines issued by the Affiliating University explain the students mostly from the rural areas about the procedure and guide them to get the speedy solutions to their grievances. The University announces the time schedule, prescribed fee amount and procedure to be adopted for recounting, revaluation and for getting photo copy of the answer script. The examination branch always strives to send the information received from the affiliating University through the social media groups, by displaying on notice boards and by circulating the notices to the classrooms. The college examination committee is very dynamic in addressing the issues and grievances pertaining to the internal examination of students in a time-bound manner.

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 the Course Outcomes (COs), of all the programs offered by the Institution are well communicated to the Teachers before beginning of the Academic year in the form of manuals or handouts by the IQAC and Academic Coordinator and the same will be communicated to the students by the concerned teachers in their Classrooms. The COs of the Laboratory courses are also communicated to the teachers and students in the form of manuals or handouts. The detailed Program Outcomes, Program Specific Outcomes and Course Outcomes are placed on college website and are made available to the stake holders -teachers, students, parents and alumni. The relevance of the COs will be discussed by the faculty with the students and the feedback on COs is obtained from the students. Program-Specific Outcomes of all the Departments are highlighted through career options open to students after completion of the programs. In order to achieve the Programme Specific Outcomes, TSKC, TASK, Career Guidance Cell, and the departments of the college undertake various activities to train them on communication & life skills, critical thinking, self confidence, career opportunities available and to learn the ethics and moral values.

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

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

By adopting suitable methods, the college evaluates the attainment of Program Outcomes, Program Specific Outcomes and Course Outcomes every day. The assessment methods that are generally used to measure the attainment of POs, PSOs and COs are of two types. They are Direct method and Indirect method.

1. Under direct method the attainment of COs is measured by observing the performance of students in CIE and Semester-End Examinations. Continuous assessment provides feedback on the efficacy of the teaching-learning process and learning outcomes of each course. The results of the every group for the last five

years have been exemplary of Course Outcomes achieved by the students. Some students achieved outstanding grades in the individual subjects during the last five years. Under this method, POs can be measured by examining the results achieved by the students across the programs in semester examinations.

2. Under indirect method the attainment is measured by collecting the data from students by conducting student and alumni surveys. The attainment of POs and PSOs can be measured by observing the performance of students in various competitive exams attended and Co-curricular activities. Some of our students have got seats in reputed Universities of Telangana with good ranks in state level PG entrance examinations.

File Description	Documents
Upload any additional information	View File
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

45

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

2.7 - Student Satisfaction Survey

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

[2.7.1 Online student satisfaction survey regarding teaching learning process](#)

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

0

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

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

0

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

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

0

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

1

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Government Degree College, Manthani, organized different extension activities in terms of impact and sensitising students to social issues and community oriented activities to imbibe a sense of

social responsibility for holistic development of the students. The College ensures that the academic and extension activities go hand in hand to create awareness and sensitising students to social issues and challenges. The NSS and NCC units of the college are always in fore front in organizing the extension and outreach activities in the neighbouring villages and towns in order to create awareness on various social issues like AIDS, Swatch Bharath, Haritha Haram (Massive Plantation). Swatchatha, Voter Awareness. The college NSS unit has participated in 5 Day District Level Gandhian Youth Leadership Training Program at Government Degree College, Godhavarikhani conducted by NSS unit of University to nurture the leadership skills among students to mould a true citizens of tomorrow. The college NSS unit in collaboration with the departments conducted Blood Donation Awareness Camps to encourage blood donation. During Godhavari pushkaralu the NCC and NSS units conducted various extension and outreach programme at Kaleshwaram and about 50 Volunteers from NSS unit and 50 volunteers from NCC unit participated in rendering valuable services to the pilgrims, who arrived from all over India. Every year the college NCC unit in collaboration with the departments distributed fruits to the patients of Government Hospital, Manthani on the eve of NCC day..

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

5

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

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

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

354

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

3.4 - Collaboration

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

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college is endowed with physical infrastructural facilities to support the Teaching-Learning process. The institution is located on the bank of the River Godavari. It has about 4.14 acres (16754 sq.mts) of land with buildup area of 1000 sq.mts. The college building consists of 7 class rooms with 4 digital classrooms, 1 virtual class room, 4 laboratories, 1 Computer lab with 24 computers, library and two toilet blocks within it. The college central library consists of 6334 books including rare and reference books in an area of 900 sq.ft. In addition to this, the students and staff have an access to more than 42 lakhs e-resources through NDLI (National Digital Library of India). The library also supports the faculty and students for their e-

learning activities through SWAYAM Portal. The library also subscribed for The Scitech journal, Management Accountant journal and magazines Competition Success Review, G.K., Today & Yojana (T/M). The college provides safety and security to the staff and students 24x7. As many as 12 CC Cameras were installed at all the important places of the college. The college is provided with Airtel broadband connection with 10 mbps speed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ccets.cgg.gov.in//Uploads/files/Recent Updates/47464.pdf

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

The college has about 4.14 acres (16754 sq.mts) of vast campus where in building with a built up area of 1000 sq.mts. and 2 acres of spacious ground for various activities of sports and games. The college has Games and Sports department having some materials pertaining to the games and sports the college has required ground for indoor games such as Table tennis, Carrom, Chess, and Tennikoit, and out door games such as shuttle badminton, cricket, kabaddi, volleyball, kho-kho, and foot ball. A small room allotted for Gymnasium consisting of some gym material. The students of the college will visit the gymnasium in leisure time to their body fit and healthy. The college also ensures curricular and extra curricular activities with a view to unfold the hidden talents of the students in the college. According to the instructions of the CCE some activities like singing, dancing, rangavalli etc will be conducted at college level as a part of Yuvatarangam and College/ Sports Day celebrations and winners and runners in the final will be awarded with prizes and appreciation certificates. The college has a seminar hall which is generally used for the practice and conducting of various cultural activities such as mono action, elocution, singing, dancing, and perform Yoga activities by the students and staff as well. Every year on 21st of June "International Day of Yoga" will be organised to inculcate awareness among the staff and students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcts.cgg.gov.in/Uploads/files/Recent_Updates/15266.jpeg

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

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ccets.cgg.gov.in/Uploads/files/Recent_Updates/47503.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1.149

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

4.2 - Library as a Learning Resource

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

The Central Library of the Government Degree College, Manthani not yet automated but initiation has been taken to install NewGenlib free software for partial automation. The Central library of the College dates back to 1981 when the college was established over four decades ago with built up area of 900 sq.ft and with 12 Departmental libraries. During this period, the central library had collected many books including rare books, reference books and text books. The central library of the college has 6334 (Govt books-3713, UGC books-1895, Book bank-344, and Non Government books-382) books as on now. Students visit Library for reference books to prepare for Academic examinations, PG entrance exams and Competitive exams. Old Question Papers are also available for the students to refer in preparing for examinations and faculty members as well. Students and faculty members visit the library regularly to read daily newspapers, magazines and other resources. Text books are issued to the students for notes preparation / reference and to the departmental libraries to pursue by the faculties. Recently we subscribed Competitive Success Review, GK Today and Yojana (T/M) magazines and The Scitech and Management Accountant Journals for the purpose of use in Library for reference by faculties and students. The central library also providing remote access to e-resources through National Digital Library of India (NDLI) and through N-LIST of INFLIBNET for the benefit of staff and students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://gdcts.cgg.gov.in//Uploads/files/Recent Updates/28961.jpeg

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

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

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

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

0.1580

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

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

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

14

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

4.3 - IT Infrastructure

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

The IT facilities like Internet ,LCD,Digital classrooms and virtual classrooms are maintained by the college under the surveillance of academic co-ordinator. The college is equipped with Internet and Wi-Fi in departments and other locations in the campus. The college relies on JIO Broadband network for both

administrative and academic purposes. The college at has JIO and BSNL Internet connections with the Bandwidth capacity of 10 MBPS each at strategic locations to ensure maximum connectivity in college campus. The Internet connection also provided to the seminar hall, examination branch and office. The WiFi facility will be available to the students and to the faculty members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ccets.cgq.gov.in//Uploads/files/Recent Updates/48198.jpeg

4.3.2 - Number of Computers

24

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

2.368

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

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

The utilization of the funds is monitored by committees like building repair and maintenance committee (BR&MC), UGC committee. The BR&MC committee identifies the repairs and renovations that are required after periodical surveys and submit to the Principal and CPDC. The purchase committee of the college procures the requirements of all the departments in regards to furniture, non-consumable and consumable items and submit the indents to the Principal for authorization to call for quotations from which the lowest bidder is selected. The Principal is the sanctioning authority for orders. The annual stock verification committee visits each and every department, classrooms and laboratories and the stock is cross checked with the stock register maintained by each department for consumable and non-consumable items. The furniture and other items thus inspected and identified for repair and disposal are then categorized into lists entitled for condemnation and repair. The items earmarked for condemnation are enlisted and submit for approval by the Governing Body and CCE. Upon approval, the items are auctioned and advertisement is given in the local newspapers calling for bidders for auction. The In-charges of Science Departments are responsible for the maintenance of the Laboratories. An internal inspection and stock verification are done annually to ensure that the stock is maintained. A specified amount is allocated from special fee for science laboratories excluding Computers for up keep and maintenance. The maintenance of Computer Science laboratory is met from Restructured Course Fund.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ccets.cgg.gov.in//Uploads/files/Recent_Updates/48200.jpeg

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

75

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

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

5.1.2.1 - Total number of students 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 benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to institutional website	https://ccets.cgg.gov.in/Uploads/files/but tonDetails/48245.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

95

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

95

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

5.1.5 - The Institution has a transparent

B. Any 3 of the above

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

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

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

5.2.2.1 - Number of outgoing student progression to higher education

09

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

0

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

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

The Government Degree College, Manthani has NCC and NSS Student representative bodies. They involved in all Co - curricular and Extra curricular activities. Student representatives having good capabilities give suggestions and help in engaging programmes related to academic and social service. The main role of Student representatives in academic and administrative bodies is to gather views from their peers regarding various aspects of their courses and to communicate those to the staff members. This can be positive feedback on aspects of work as well as concerns about issues which negatively affect the student experience. Student representatives will also be invited to comments on and provide inputs to finalise the procedures or structures. Senior students of the college will be appointed as one of the members of various committees like IQAC, Anti Ragging Committee, WEC, Disciplinary committee, Sports committee, etc. They share information about any action that is decided after elaborative discussions. Minutes of staff and student bodies will also be made available to all the students. The overall aim is to improve the learning experience for current as well as for future students. Awareness is inculcated to student representatives to help in their role.

File Description	Documents
Paste link for additional information	https://gdcts.cgg.gov.in/OtherPages.edu?page=getButtonDetails&centreId=26&id=12750
Upload any additional information	No File Uploaded

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

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

0

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

5.4 - Alumni Engagement

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

The college has a very reputed, registered Alumni Association, which contributes significantly to the development of institution through its various supporting services. Alumni Association aims to foster interactions and strengthen relations between Alumni members and the Institute through activities, programmes and services for a mutual relationship. The Alumni Association organizes interactive sessions and orientation programmes on various topics to students on a regular interval basis. Alumni Association conducts motivational lectures for the students for their all round development. Alumni Association is planning to construct additional class rooms in the premises with its funds for which a foundation stone has been laid.

One of the alumni members Sri Sardar Khan had been donated the rockworth of Rs.10,000/- for the college library during the academic year 2020-2021.

File Description	Documents
Paste link for additional information	https://gdcts.cg.gov.in/Uploads/files/buttonDetails/48249.pdf
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

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

VISION :Attainment of academic excellence by imparting quality education

MISSION:

- To achieve Academic excellence by involving well qualified, abundant experienced and dedicated teaching fraternity.
- To make the students socially and economically productive and responsible citizens who can play a positive role in building the Nation.
- To equip the students with the Skills and Competencies necessary to meet the emerging challenges of a fiercely Competitive and Globalized World.
- To promote the use of technology and establish itself as a center of excellence.
- To impart the Knowledge in Curricular, Co-curricular and Extra-curricular fields and provide market oriented Skills for the over all development of student personality and to make them Self Reliant.

To provide Value-Based Education:

The IQAC and Academic Coordinators prepare the Institutional Academic and Action Plan with the help of Academic Calendar provided by the CCE, TS and the Almanac of the University. The IQAC always ensures to execute and implement the Academic Action Plan by all the departments and encourages them to conduct various Co-curricular and Extra-curricular activities effectively.

File Description	Documents
Paste link for additional information	https://gdcts.cgg.gov.in/OtherPages.edu?page=getButtonDetails&centreId=26&id=12615
Upload any additional information	View File

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

The effective leadership of the faculty and students will be encouraged through the various committees formed and in the activities conducted at the college level. The faculty members and the students will be nominated as members of the different committees like IQAC/Discipline/ Redressal / ICC /W.E.C & the various programmes/activities like a Telanganaku Haritha Haram, Swacha Bharat, International Yoga Day, International Women's Day, National Unity Day, National Youth Day, National Librarians Day, National Library Week, AIDS Day, Co-curricular, Curricular and Cultural activities to encourage their leadership skills and to involve/participate them in policy decisions effectively through decentralisation. Students shall be nominated as members for organising Annual Sports & College Day through different adhoc committees. For each class one active student will be nominated as Class Representative to act as a mediator for managing internal issues related to the students as well as college.

File Description	Documents
Paste link for additional information	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/48859.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College with the help of IQAC & Academic Co -ordinator prepares the institutional Strategic / Perspective plan and deployment document based on the quality indicators envisaged in the seven criteria of the NAAC/SSR. It is a very difficult task with the insufficient funds provided by the Government to implement the

Strategic / Perspective plan of the college. The Perspective/Strategic Plan of the college is definitely inclusive of - Quality Promotion of Academic Excellence involving Curricular and Extra-Curricular Activities in respect of building competencies, sprouting of leadership qualities, inculcation of multicultural and ethical values, life skills, communication skills, improving self-learning and self-earning techniques, an impetus for entrepreneurial skills and accountability, critical thinking patterns and creative genius inspirations however novel and abnormal ideas may generate for the time being, to engage in Information Transfer through Traditional Methodologies with the help of ICT. The Perspective Plan of the college is not devoid of - public engagement, women empowerment, helping attitude, outreach programmes to community welfare, student diversity and to dream of bigger things to get self-motivated and become energized psychologically first and physically next and realizations of goals at the last sooner or later but for sure. The college has a mechanism to look after the implementation strategies of the Perspective Plans.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/55236.pdf
Upload any additional information	View File

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 Organizational structure of the College is planned according to the guidelines of the Council of Higher Education, Hyderabad, Telangana Government. Academic planning and execution for the college have been incised by the Principal, Vice Principal, IQAC, Academic Coordinator, and the HODs of the different Departments. Different Academic plans are executed through the HODs and Conveners of the various committees in the college. The organizational structure of the institution consists of the Principal, Staff Council, Academic and Administrative units.

1. Principal : The Principal is a leader of the College having all the executive powers to manage the functioning of the institution.
2. Staff Council : It consists of HODs of all the Departments of the College. There are four main units in the college under which

the various committees are constituted for smooth and effective functioning of the college. I. Academic Committees: II. Administrative Comm

III. Fund Mobilising Committees

IV. Extension Committee

File Description	Documents
Paste link for additional information	https://gdcts.cgg.gov.in/OtherPages.edu?page=getButtonDetails&centreId=26&id=12615
Link to Organogram of the Institution webpage	https://gdcts.cgg.gov.in/OtherPages.edu?page=getButtonDetails&centreId=26&id=12615
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

As per the Government of Telangana norms the following facilities are available to all permanent teaching and non-teaching staff: 1. Teaching staff: General Provident Fund (GPF) Health cards issued by the Government of Telangana [EHS} Group Insurance Scheme (GIS) Telangana State General Life Insurance (TSGLI) Earned leave and Surrender of earned leave 5 special casual leave per calendar year

for women employees 90 days Child Care Leave for women employees having minor children. 06 months Maternity Leave for female employees and 15 days paternity leave for male employees

Training in Basic Computer Skills UGC/State Government scales of pay Career Advancement Scheme Additional increments for having doctoral degree at entry level or during service On-Duty facility to attend Orientation and Refresher Courses On-Duty facility to attend National Seminars, Conferences Permission to perform remunerative duties as practical examiner, observer in University exams Personal loan facility Home loans, Regular Superannuation pension. New pension scheme. Medical Reimbursement or EHS (Employee Health Scheme):

2. Non-teaching staff: General Provident Fund (GPF) ,06 months Maternity Leave for female employees and 15 days paternity leave for male employees

Training in Basic Computer Skills. Home loans, Festival advance, Personal loans. Regular Superannuation Pension. New Pension Scheme. Medical Reimbursement or EHS (Employee Health Scheme)

File Description	Documents
Paste link for additional information	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/48298.pdf
Upload any additional information	View File

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)	View File

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

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

1

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

8

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

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

According to the guidelines of the UGC the Performance Appraisal System is designed by the Commissioner of Collegiate Education, Nampally, Hyderabad, Telangana State which is implemented by the Institution to evaluate, to monitor and to enhance the performance of teaching and non-teaching staff.

1). Performance Appraisal of the teaching staff : The IQAC appraises the performance of the teaching staff by adopting two methods such as Feedback system and Self appraisal forms (API).

A). Feedback System : The performance of the teachers is assessed based on the feedback received from the students and other stakeholders. The feedback is collected annually through a structured questionnaire, across various teaching quality parameters and analysed to assess the performance and to take required measures to plug the defects if any.

B). Self Appraisal Forms (API) : The performance of the teachers is reviewed through self appraisal conducted annually. The self appraisal is done through API forms, which are designed and provided by the CCE according to the UGC guidelines. The appraisal of the teachers becomes the basis for promotions and implementation of the incentives or rewards.

2). Performance Appraisal of the Non-teaching staff : The Non-teaching staff members are monitored on a continuous basis through informal inquiry and observation. The Administrative Officer monitors and reports over all on the behaviour and performance of the non teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Internal financial audit will be conducted regularly by the team consisting of the Principal, office in charge & senior faculty member of this institution. They verify all the financial records such as fee collection records, purchases & other expenditure incurred by the college during that particular financial/academic year. Being the Government college the external audit will be done by the authorities such as Officers/ Auditors of the Regional Joint Director of the Collegiate Education and Accountant General, Hyderabad, Telangana State. Mechanism for settling audit objections raised :

The Administrative committee along with the Finance committee would comply with the audit objections raised by the auditors through proper written justification and rectify if any discrepancy is stated. This gives the college a fair and transparent opinion on the allocation and utilisation of the funds. Audit observations are settled during audit when query is issued and when necessary rectification is done by the auditors. Audit observations are also settled during the meeting on the last day of the audit providing necessary reply along with required information covering, recovery, adjustment, rectification of irregularities or errors.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)

0.75

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The Principal and IQAC Coordinator always strive to encourage the Faculty members of all the departments to organize Seminars / Conferences / Workshops by sending proposals to various bodies for financial assistance and also put great efforts by heart and soul to utilize the resources of the college to the extent possible to provide quality and outcome based education to the students. Generate the resources towards research, collaborative projects etc from Govt./ Public funding agencies such as UGC, NAAC, MHRD, TSCE, etc. Also mobilize the resources through donations from Philanthropists, National Thermal Power Plant, CSR-CD and from the Alumni of the Institution. Strategies for Optimal Utilization of Resources: The Annual Plan is prepared aligning with the Institutional Perspective Plan which is placed before the HOD for deciding on the resources needed, policy interventions and mechanisms etc. The allocation of the financial resources is planned by the Staff Council of the college. The Plan and the Budget Allocation is placed before the Governing Council for consideration and approval. The implementation as well as utilization of resources is undertaken through the well defined procedures and Internal control systems laid down. The Regular meetings of the Staff Council and the Governing Body will monitor the implementation of the plan. The Financial Audit and the Internal Audits will act as effective control systems.

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 is a significant administrative body in any institution which is responsible for maintaining all quality standards in Teaching - Learning & Evaluation. Its primary aim is to promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices. It is the heart for Planning, Guiding, & Monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the college. It facilitates the creation of Learner -Centric and Participatory environment by initiating plan through various academic & educational activities such as seminars, workshops, symposia, conferences, panel discussions, Orientation programmes, academic meetings of all the stakeholders of the institution, Feedback mechanism, Faculty forum, Internal academic audit, Mentor -Mentee system, Teaching innovations, Library practices, preparation of reports & their documentation. In the beginning of every academic year IQAC Coordinator along with Academic Coordinator prepared Annual Academic Calendar for college in accordance with Academic Calendar issued by the Commissioner of Collegiate Education, Government of Telangana and Almanac issued by the affiliating Sathavahana University, Karimnagar.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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 will meet four times (quarterly once) to review academics and administrative affairs towards establishing a best practice to sustain the quality policy and the Student-centric Teaching Learning Methodology for excellent student progression and placement probabilities. The IQAC has designed the pattern of review system and assessment of learning outcomes which is followed by the institution. It consists of two levels i.e. review at Department level and at institutional level.

The Principal monitors the timely conduct of classes and adherence

to the academic calendar and almanac.

The Institution reviews its teaching learning process through the following:

- 1).Feedback from students,parents.
- 2). Evaluation of attainment of POs,PSOs & COs
- 3). Review of teaching methodologies.
- 4). Review of examination results.
- 5). Internal & external audit. and
- 6). Self appraisal forms..

File Description	Documents
Paste link for additional information	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/48196.pdf
Upload any additional information	View File

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	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Government Degree College, Manthani shows gender sensitivity through various initiatives and actions for creating safe, secure and healthy atmosphere in the campus. Sensitization of the student is done through special programs. Specific initiatives with respect to key areas are as follows

The College has a system of mentoring in each department for inculcating social, moral and ethical values. Women Empowerment Cell also creates gender awareness through different programmes like International Women's day, Women legal rights, international day for the elimination of violence against women and Human Rights day every year. In every program we try to bring awareness among women students. We invite some eminent women on that day to give inspiration to our students.

The college provides separate wash rooms for girls and boys with proper ventilation and water 24 hrs.

Conclusion: Bringing awareness among students by conducting various programmes and activities regards to gender equity like Women's Day, Save Girl Child, Prohibition of sex determination, equal opportunities regards to employment, opportunities and other rights and friendly working atmosphere and safe & security in particular girls are the important issues of prime concern of gender equity of this college.

File Description	Documents
Annual gender sensitization action plan	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/48864.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://ccets.cgg.gov.in/Uploads/files/Recent Updates/47402.pdf

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

D. Any 1 of the above

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

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

Government Degree College, Manthani is implementing the below mentioned processes for managing the different following wastages.

- **Solid Waste Management:** The members of eco-club arranged compost pit in the campus for dumping organic waste like vegetable waste, fallen dry leaves, used plant materials from botany labs. Preventing the use of polythene bags inside the campus. The college has kept waste bins at different places such as class rooms, verandah and in the toilets as well.
- **Liquid Waste Management:** The liquid waste generated in the laboratories of chemistry and others are treated with water and then discharged waste generated from laboratories is disposed in the drainage system.
- **E- Waste Management:** The furniture committee of the college prepares a list of e-waste pertaining to computer peripherals and some electronic equipment. Then the list

submit to CCE for approval for auction. The information regarding the types of e-waste and its quantity is given to the CCE-TS for further necessary action.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

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

B. Any 3 of the above

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

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. Any 3 of the above

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

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).

Government Degree College, Manthani provides an inclusive environment for every one with tolerance and harmony towards cultural, regional, linguistic communal, socio-economic and other diversity. We organize different sports and cultural activities to promote harmony towards each other. Commemorative days like Yoga Day, Cancer Day, AIDS Day, Youth Day, Science Day, Gandhi Jayanthi along with many regional festivals like Bathukamma, Pongal, Christmas, Vinayaka Chavathi, etc. to establish positive interaction among people of different racial and cultural backgrounds. There are grievance redressal cells in the college like women grievance redressal cell which deal with grievances without considering any one's racial or cultural background. Institute has code of conduct and ethics for students, teachers and other employees which has to be followed by each one irrespective of their cultural, regional, linguistic, communal socio-economic and other diversities. We take some rallies like AIDS rally, Army day rally, Anti Plastic rally etc. to bring awareness among the people about their health. Annual Day is celebrated every year where students can perform different cultural activities. We celebrate two important National festivals i.e. Independence Day and Republic Day every year. All teaching, non-teaching staff and students participate for the cause of Nation and inspiring speeches are given.

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	View File

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

Government Degree College, Manthani undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation, values, rights, duties and responsibilities of citizens. On 26th November we celebrate Constitutional Day, on 12th January Youth Day, on 25th January Voters Day, on 31st October National Unity and Integrity Day etc. every year. We invite patriot from our home town every year as guest. The faculties and guests narrate Fundamental rights, duties, values and responsibilities of the citizens as

stated in Constitution of India. Our faculty and students of Political science read about our constitution and they explained it to all other students in different activities. As a part of strengthening the demographic values we conduct different activities among the students. We also conduct Voter's awareness programme to literate the students about the demography. A voters pledge program was organized for students & faculties. We also conduct competitions like essay writing, quiz, elocution on National Voter's day in Telugu & English. Different activities related to NSS and NCC will be organized to inculcate awareness among the students by our NSS and NCC Committees. Every year Republic day and Independence Day are celebrated by organizing activities highlighting the importance of Indian Constitution and Freedom struggle.

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

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

It is the usual practice of the college to celebrate national festivals like Independence day on August 15th and Republic day on Jan 26th every year. Patriotic songs recited and sacrifices of the then great personalities are remembered. • Flag day of 7th December is observed every year to honor the soldiers. It is a day dedicated to collection of funds from the people for the welfare of the armed forces personnel

Celebrates Dr B.R Ambedkar's jayanthi on April 14th and vardhanthi Dec 6th •

We celebrate international YOGA DAY on June 21st every year •

Gandhi Jayanthi on October 2nd •

Telangana formation Day on June 2nd

National Education Day on Nov 11th

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	View File

7.2 - Best Practices

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

BEST PRACTICE - I:

TOPIC: CLEAN AND GREEN

OBJECTIVE : to inculcate awareness among stakeholders on cleanliness and hygienic of the surroundings.

THE CONTEXT: We decided to keep our surroundings hygienic through this Programme in order to fulfill the intension of 'Swatch Bharath Abhiyan'.

THE PRACTICE: The entire staff along with the students are involved in cleaning the premises and in watering plants.

EVIDENCE OF SUCCESS: In review, it is observed that the premises appear clean and beautiful.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED: Lack of required staff is main hindrance in the maintenance of all the tasks related to the Best Practices in the premises.

BEST PRACTICE II

TITLE: MAGIC SOAK PIT AND DUMP PIT

OBJECTIVES : To preserve the water being used in daily activities and thereby, increase the ground water level and to reduce, recycle and reuse the Solid Wastages.

THE CONTEXT: The Magic Soak Pit is constructed to enable to drain all kinds of water into the Pit, thereby increasing the water table. The Dump Pit is constructed to dump solid wastages and to recycle such wastages into manure.

THE PRACTICE: The water is channelled and wastages are collected on regular intervals.

EVIDENCE OF SUCCESS: In review, it is observed that the premises appear clean & beautiful..

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED: Lack of required staff is main hindrance in the maintenance of all the tasks related to

the Best Practices in the premises.

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

7.3 - Institutional Distinctiveness

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

The distinctiveness of the institution reflects in the activities performed by the entire staff of the college. Every staff member engaged in maintaining the clean and green campus, plantations of plants, watering for plants, involving in digging of dump & soak pits by keep in view of our college Vision & Mission and Motto.

The vision and mission of the Government Degree College, Manthani is to provide quality and affordable academic excellence in higher education. By aspiring the young minds to think, be creative and contributing in development of community through extension activities, communication skills, employability skills. Our college catering the needs of hundreds of students in around Manthani and parts of neighboring villages. Quality education is provided for all the students, to improve learning through various co-curricular activities and conducting students seminars, debates and Group discussions to foster the global competence by involving the students. The collection of books in the library provides a treasure of knowledge with the help of ENLIST of INFLIBNET, NDLI and exposure to the ICT-based learning. We also impart the quality education to the socially and economically backward students and to inculcate wisdom, knowledge and social values towards the society.

MOTTO: Join to attain the knowledge and to leave to serve the society.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College is affiliated to Satavahana University, Karimnagar and the curriculum for all the courses is prescribed by the concerned BOS of the University. The same curriculum is adopted by all the departments in the college. Other co-curricular and extra-curricular activities are designed and implemented in accordance with the Academic Calendar issued by the Commissioner of Collegiate Education (CCE) and the Almanac given by the University. At the beginning of every academic year, the IQAC conducts meeting with all HODs and initiates the process of preparation of the blueprints for curriculum planning and deployment by every department as per the University guidelines.

Allotment of work load in each department is done based on specialization/options of faculty. Time-table is prepared by the Coordinator in the concerned departments with the approval of Principal. Faculty members prepare their teaching plan. Adherence to syllabus completion as per teaching plans is monitored through academic records. Internal examinations for theory and practicals are conducted as per the schedule. Question papers for the internal tests are designed such that the course outcomes are attained. Teaching faculties are entrusted with the task of mentoring 20 students on academic and personal issues. Teachers are encouraged to adopt ICT based tools.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gdcts.cgg.gov.in/OtherPages.edu?page=getButtonDetails&centreId=26&id=15392

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

The College adheres to academic calendar provided by the

University for the conduct of Continuous Internal Evaluation system. The academic calendar includes the dates of commencement and completion of syllabus, schedules of internal exams etc. It specifies the dates of term end examination. Tentative dates of practical exams and viva-voce and theory examinations are also given in academic calendar. The schedule of external examination is fixed by the University and the same is displayed on notice board for students. However, all efforts are made by the Institute to adhere to the academic calendar for CIE. Academic calendar is prepared by IQAC and Principal in consultation with Departmental Faculties. The Schedule of All Examinations is given in academic calendar. The College gives particular period to conduct extra-curricular and social activities such as: Celebration of birth and death anniversaries of the National Icons and various National and International Days. Cleaning of the campus and adoption of nearby villages will be done usually as a part of Clean & Green programme.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://ccets.cgg.gov.in/Uploads/files/butttonDetails/55236.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

6

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

19

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

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

514

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

514

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

1.3 - Curriculum Enrichment

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

The Government Degree College, Manthani is affiliated to Satavahana University, Karimnagar and is adopting the Curriculum designed and prescribed by the University. According to the suggestions and guidelines of the Telangana State Council of Higher Education (TSCHE), the University revises the curriculum from time to time to suit the industry and local requirements. The College focuses on effective implementation of the Core Courses coupled with the Generic Electives and Subject Specific Electives and Skill Enhancement Courses in letter and spirit. The College has always focuses on issues of marginalized community groups and the inequalities existing in the society. The transaction of various courses has a strong focus on Gender differentials in the socialization of children and differentials in participation in the work force. Planning and review of development programmes of the government are an integral part of our core courses at the UG level. The students are made aware of the concept of sustainability and to critique programmes and policies from the lens of sustainability. Special emphasis is laid on inculcating ethical practices among the students. The cross-cutting issues are also an intrinsic part of the students in co-curricular activities. Students are encouraged to develop healthy competition to inculcate practices of fair play and equity. These issues find a collective space in numerous co-curricular and cultural activities

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

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

5

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

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

28

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://ccets.cgg.gov.in/Uploads/files/butttonDetails/48196.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
360	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

59

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

.During the interaction in class rooms, teachers identify students' potential and then devise strategies to reduce the gap in the knowledge and skills. Teachers are available in the college premises as well as on social media to clear doubts and counsel on a one to one basis. The academic ability of the students is judged by the concerned subject teachers based on the performance in internal assessments and are segregated as slow and advanced learners. Also organizes Quizes, Student Seminars, Field tripsto elevate interest in students and to foster global competencies among students. The college undertakes the following measures to improve the educational standards of all the students to achieve the targeted goal, Quality Education.

1.Slow Learners: In the beginning of the every academic year, special English classes are conducted for all the slow learners especially T/ M students. Remedial Classes are conducted for the slow learners in each subject. The students are also encouraged to go through the Youtube lessons and MANA-TV channel to get adequate knowledge. Personal attention is paid towards the slow learnersto enhance their level.

2 Advanced Learners: The advanced learners are made as the leaders of the different groups of the slow learners to whom they clarify the doubts with the consultation of the subject teachers. This process enables them to learn while teaching the peer students.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
164	12

File Description	Documents
Any additional information	View File

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

After introduction of CBCS, Teacher centric method has changed to Student centric method of teaching. The students extensively participate in various academic, co-curricular and extra-curricular activities within and outside of the college. The process of learning will be considered as fruitful when a learner involves physically and mentally in the three steps of learning viz observing / listening, understanding and remembering. The experiential and participative learning are the effective and active modes of learning which are being adopted enormously at the college. Visits to other institutes, field and educational tours, seminars and talks by experts are organized every year. Students are given individual projects and class assignments, focusing on self-study and independent learning. They are assigned group projects and activities which promote peer learning and team building. Classroom discussions, debates, seminars, quiz programmes, presentations by students, brain storming activities, creating mind maps facilitate participative learning.

Engaging students in problem solving based learning through continuous engagement with issues and challenges is encouraged in different subjects. As far as Commerce, Mathematics concerned students are provided with more and more problems. Students on their own or with other students solve their problem. So that they develop capacity of solving problems on

their own experience.

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

Teachers in this college use 3 types of ICT Tools

1) PPTs: Teachers use PPTs to motivate students to remember and recollect subject. Each teacher prepares PPTs required for classes. During COVID online classes almost all teachers prepared PPTs and taught lessons online. PPTs make students remember lesson in more effective way.

2) PROJECTORS: Our college has 4 projectors which are used to teach the students in the class rooms with the help of PPTs prepared by the faculties / other electronic media mode. Projectors are highly useful for classes' theory classes where almost all units are prepared in Electronic mode with audio and video and shown to students. Whenever college needs to address entire strength projectors are effectively used. Projectors are mainly used for JIGNASA STUDY PROJECT, Seminars and other college level programmes where entire college students are participated.

3) Virtual Class Rooms : Virtual class room is more differently used unlike PPTs and Projectors. In virtual class rooms teacher from any college in Telangana Govt Colleges can teach and students from our college listen, ask doubts and communicate with teachers. It is also possible to teach our college teachers in Virtual class room and other college students listen to classes.

File Description	Documents
Upload any additional information	View File
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

12

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

2.4 - Teacher Profile and Quality

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

12

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

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

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

0

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

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

2.4.3.1 - Total experience of full-time teachers

45

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

2.5 - Evaluation Process and Reforms

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

. The College conducts Internal Assessment tests as per schedule given by University. Lecturers prepare the Question papers and handover them to Academic Coordinator and they will be made available to the students. Internal Assessment Time Table and syllabi inform to the students in advance. The Continuous Internal Evaluation system is effectively adopted at the college to assess and monitor the progress of the students in terms of educational standards. From the Academic Year 2016-17 onwards the State Government of Telangana started implementation of the Semester system as per CBCS. Since then the time schedules for the conduct of Internal exams and question paper patterns have been decided and designed by the University itself. The Constituent colleges have no role in this matter. The University proposes to conduct two Internal Exams in a Semester. The college has its own organized mechanism for the smooth conduct of the internal examinations

through transparent and dynamic in terms of frequency and mode. The performance of the students in CIE is reviewed in the internal academic audit conducted by the IQAC with the help of Academic coordinator and the remedial measures are also initiated to improve the standard of the students.

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 Principal constitutes an Examination Committee consisting of a Convener and members of well acquainted with Examination Rules & Regulations. The examination branch of the college circulates all the circulars issued by the University regarding payment of examination fee, examination time table for theory and practicals, recounting, revaluation process after announcement of results and obtaining the Xerox copy of the answer scripts, if the students desire. In order to redress the grievances of the students, the well experienced convener and members of the examination branch with the help of guidelines issued by the Affiliating University explain the students mostly from the rural areas about the procedure and guide them to get the speedy solutions to their grievances. The University announces the time schedule, prescribed fee amount and procedure to be adopted for recounting, revaluation and for getting photo copy of the answer script. The examination branch always strives to send the information received from the affiliating University through the social media groups, by displaying on notice boards and by circulating the notices to the classrooms. The college examination committee is very dynamic in addressing the issues and grievances pertaining to the internal examination of students in a time-bound manner.

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 the Course Outcomes (COs), of all the programs offered by the Institution are well communicated to the Teachers before beginning of the Academic year in the form of manuals or handouts by the IQAC and Academic Coordinator and the same will be communicated to the students by the concerned teachers in their Classrooms. The COs of the Laboratory courses are also communicated to the teachers and students in the form of manuals or handouts. The detailed Program Outcomes, Program Specific Outcomes and Course Outcomes are placed on college website and are made available to the stake holders -teachers, students, parents and alumni. The relevance of the COs will be discussed by the faculty with the students and the feedback on COs is obtained from the students. Program-Specific Outcomes of all the Departments are highlighted through career options open to students after completion of the programs. In order to achieve the Programme Specific Outcomes, TSKC, TASK, Career Guidance Cell, and the departments of the college undertake various activities to train them on communication & life skills, critical thinking, self confidence, career opportunities available and to learn the ethics and moral values.

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

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

By adopting suitable methods, the college evaluates the attainment of Program Outcomes, Program Specific Outcomes and Course Outcomes every day. The assessment methods that are generally used to measure the attainment of POs, PSOs and Cos are of two types. They are Direct method and Indirect method.

1. Under direct method the attainment of COs is measured by

observing the performance of students in CIE and Semester-End Examinations. Continuous assessment provides feedback on the efficacy of the teaching-learning process and learning outcomes of each course. The results of the every group for the last five years have been exemplary of Course Outcomes achieved by the students. Some students achieved outstanding grades in the individual subjects during the last five years. Under this method, POs can be measured by examining the results achieved by the students across the programs in semester examinations.

2. Under indirect method the attainment is measured by collecting the data from students by conducting student and alumni surveys. The attainment of POs and PSOs can be measured by observing the performance of students in various competitive exams attended and Co-curricular activities. Some of our students have got seats in reputed Universities of Telangana with good ranks in state level PG entrance examinations.

File Description	Documents
Upload any additional information	View File
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

45

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

2.7 - Student Satisfaction Survey

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

[2.7.1 Online student satisfaction survey regarding teaching learning process](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

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

0

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

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

1

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Government Degree College, Manthani, organized different extension activities in terms of impact and sensitising students to social issues and community oriented activities to imbibe a sense of social responsibility for holistic development of the students. The College ensures that the academic and extension activities go hand in hand to create awareness and sensitising students to social issues and challenges. The NSS and NCC units of the college are always in fore front in organizing the extension and outreach activities in the neighbouring villages and towns in order to create awareness on various social issues like AIDS, Swatch Bharath, Haritha Haram (Massive Plantation). Swatchatha, Voter Awareness. The college NSS unit has participated in 5 Day District Level Gandhian Youth Leadership Training Program at Government Degree College, Godhavarikhani conducted by NSS unit of University to nurture the leadership skills among students to mould astrue citizens of tomorrow. The college NSS unit in collaboration with the departments conducted Blood Donation Awareness Camps to encourage blood donation .During Godhavari pushkaralu the NCC and NSS units conducted various extension and outreach programme at Kaleshwaram and about 50 Volunteers from NSS unit and 50 volunteers from NCC unit participated in rendering valuable services to the pilgrims, who arrived from all over India. Every year the college NCC unit in collaboration with the departments distributed fruits to the patients of Government Hospital, Manthani on the eve of NCC day..

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

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

5

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

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

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

354

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

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

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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**

1

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The college is endowed with physical infrastructural facilities to support the Teaching-Learning process. The institution is located on the bank of the River Godavari. It has about 4.14 acres (16754 sq.mts) of land with buildup area of 1000 sq.mts. The college building consists of 7 class rooms with 4 digital classrooms, 1 virtual class room, 4 laboratories, 1 Computer

lab with 24 computers, library and two toilet blocks within it. The college central library consists of 6334 books including rare and reference books in an area of 900 sq.ft. In addition to this, the students and staff have an access to more than 42 lakhs e- resources through NDLI (National Digital Library of India). The library also supports the faculty and students for their e-learning activities through SWAYAM Portal. The library also subscribed for The Scitech journal, Management Accountant journal and magazines Competition Success Review, G.K., Today & Yojana (T/M). The college provides safety and security to the staff and students 24x7. As many as 12 CC Cameras were installed at all the important places of the college. The college is provided with Airtel broadband connection with 10 mbps speed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ccets.cgg.gov.in//Uploads/files/Recent_Updates/47464.pdf

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

The college has about 4.14 acres (16754 sq.mts) of vast campus where in building with a built up area of 1000 sq.mts. and 2 acres of spacious ground for various activities of sports and games. The college has Games and Sports department having some materials pertaining to the games and sports the college has required ground for indoor games such as Table tennis, Carrom, Chess, and Tennikoit, and out door games such as shuttle badminton, cricket, kabaddi, volleyball, kho-kho, and foot ball. A small room allotted for Gymnasium consisting of some gym material. The students of the college will visit the gymnasium in leisure time to their body fit and healthy. The college also ensures curricular and extra curricular activities with a view to unfold the hidden talents of the students in the college. According to the instructions of the CCE some activities like singing, dancing, rangavalli etc will be conducted at college level as a part of Yuvatarangam and College/ Sports Day celebrations and winners and runners in the final will be awarded with prizes and appreciation certificates. The college has a seminar hall which is generally used for the practice and conducting of various cultural activities such as mono action,

elocution, singing, dancing, and perform Yoga activities by the students and staff as well. Every year on 21st of June "International Day of Yoga" will be organised to inculcate awareness among the staff and students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcts.cgq.gov.in/Uploads/files/Recent Updates/15266.jpeg

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

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ccets.cgq.gov.in/Uploads/files/Recent Updates/47503.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1.149

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

4.2 - Library as a Learning Resource

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

The Central Library of the Government Degree College, Manthani not yet automated but initiation has been taken to install NewGenlib free software for partial automation. The Central library of the College dates back to 1981 when the college was established over four decades ago with built up area of 900 sq.ft and with 12 Departmental libraries. During this period, the central library had collected many books including rare books, reference books and text books. The central library of the college has 6334 (Govt books-3713, UGC books-1895, Book bank-344, and Non Government books-382) books as on now. Students visit Library for reference books to prepare for Academic examinations, PG entrance exams and Competitive exams. Old Question Papers are also available for the students to refer in preparing for examinations and faculty members as well. Students and faculty members visit the library regularly to read daily newspapers, magazines and other resources. Text books are issued to the students for notes preparation / reference and to the departmental libraries to pursue by the faculties. Recently we subscribed Competitive Success Review, GK Today and Yojana (T/M) magazines and The Scitech and Management Accountant Journals for the purpose of use in Library for reference by faculties and students. The central library also providing remote access to e-resources through National Digital Library of India (NDLI) and through N-LIST of INFLIBNET for the benefit of staff and students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://gdcts.cgg.gov.in//Uploads/files/Recent_Updates/28961.jpeg

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

B. Any 3 of the above

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

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

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

0.1580

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

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

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

14

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

4.3 - IT Infrastructure

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

The IT facilities like Internet ,LCD,Digital classrooms and virtual classrooms are maintained by the college under the surveillance of academic co-ordinator. The college is equipped with Internet and Wi-Fi in departments and other locations in the campus. The college relies on JIO Broadband network for both administrative and academic purposes. The college at has JIO and BSNL Internet connections with the Bandwidth capacity of 10 MBPS.each at strategic locations to ensure maximum connectivity in college campus. The Internet connection also provided to the seminar hall, examination branch and office. The WiFi facility will be available to the students and to the faculty members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ccets.cgq.gov.in//Uploads/files/Recent Updates/48198.jpeg

4.3.2 - Number of Computers

24

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

2.368

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

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

The utilization of the funds is monitored by committees like building repair and maintenance committee(BR&MC), UGC committee.The BR&MC committee identifies the repairs and renovations that are required after periodical surveys andsubmitto the Principal and CPDC.The purchase committee of the college procures the requirements of all the departments in regards to furniture, non- consumable and consumable items and submitsthe indents to the Principal for authorization to call for quotations from which the lowest bidder is selected. The Principal is the sanctioning authority for orders.The annual stock verification committee visits each and every department, classrooms and laboratories andthe stock is cross checked with the stock registermaintained by each departmentfor consumable and non-consumable items. The furniture and other items thus

inspected and identified for repair and disposal are then categorized into lists entitled for condemnation and repair. The items earmarked for condemnation are enlisted and submit for approval by the Governing Body and CCE. Upon approval, the items are auctioned and advertisement is given in the local newspapers calling for bidders for auction. The In-charges of Science Departments are responsible for the maintenance of the Laboratories. An internal inspection and stock verification are done annually to ensure that the stock is maintained. A specified amount is allocated from special fee for science laboratories excluding Computers for up keep and maintenance. The maintenance of Computer Science laboratory is met from Restructured Course Fund.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ccets.cgq.gov.in//Uploads/files/Recent_Updates/48200.jpeg

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

75

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students 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)	View File

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

A. All of the above

File Description	Documents
Link to institutional website	https://ccets.cgq.gov.in/Uploads/files/butttonDetails/48245.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

95

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

95

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

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

B. Any 3 of the above

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

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

09

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

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

0

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

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

0

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

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

The Government Degree College, Manthani has NCC and NSS Student representative bodies. They involved in all Co - curricular and Extra curricular activities. Student representatives having good capabilities give suggestions and help in engaging programmes related to academic and social service. The main role of Student representatives in academic and administrative bodies is to gather views from their peers regarding various aspects of their courses and to communicate those to the staff members. This can be positive feedback on aspects of work as well as concerns about issues which negatively affect the student experience. Student representatives will also be invited to comments on and provide inputs to finalise the procedures or structures. Senior students of the college will be appointed as one of the members of various committees like IQAC, Anti Ragging Committee, WEC, Disciplinary committee, Sports committee, etc. They share information about any action that is decided after elaborative discussions. Minutes of staff and student bodies will also be made available to all the students. The overall aim is to improve the learning experience for current as well as for future students. Awareness is inculcated to student representatives to help in their role.

File Description	Documents
Paste link for additional information	https://gdcts.cgg.gov.in/OtherPages.edu?page=getButtonDetails&centreId=26&id=12750
Upload any additional information	No File Uploaded

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

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

0

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

5.4 - Alumni Engagement

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

The college has a very reputed, registered Alumni Association, which contributes significantly to the development of institution through its various supporting services. Alumni Association aims to foster interactions and strengthen relations between Alumni members and the Institute through activities, programmes and services for a mutual relationship. The Alumni Association organizes interactive sessions and orientation programmes on various topics to students on a regular interval basis. Alumni Association conducts motivational lectures for the students for their all round development. Alumni Association is planning to construct additional class rooms in the premises with its funds for which a foundation stone has been laid.

One of the alumni members Sri Sardar Khan had been donated the rocksworth of Rs.10,000/- for the college library during the academic year 2020-2021.

File Description	Documents
Paste link for additional information	https://gdcts.cgg.gov.in/Uploads/files/buttonDetails/48249.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

VISION :Attainment of academic excellence by imparting quality education

MISSION:

- To achieve Academic excellence by involving well qualified, abundant experienced and dedicated teaching fraternity.
- To make the students socially and economically productive and responsible citizens who can play a positive role in building the Nation.
- To equip the students with the Skills and Competencies necessary to meet the emerging challenges of a fiercely Competitive and Globalized World.
- To promote the use of technology and establish itself as a center of excellence.
- To impart the Knowledge in Curricular, Co-curricular and Extra-curricular fields and provide market oriented Skills for the over all development of student personality and to make them Self Reliant.

To provide Value-Based Education:

The IQAC and Academic Coordinators prepare the Institutional

Academic and Action Plan with the help of Academic Calendar provided by the CCE, TS and the Almanac of the University. The IQAC always ensures to execute and implement the Academic Action Plan by all the departments and encourages them to conduct various Co-curricular and Extra-curricular activities effectively.

File Description	Documents
Paste link for additional information	https://gdcts.cgg.gov.in/OtherPages.edu?page=getButtonDetails&centreId=26&id=12615
Upload any additional information	View File

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

The effective leadership of the faculty and students will be encouraged through the various committees formed and in the activities conducted at the college level. The faculty members and the students will be nominated as members of the different committees like IQAC/Discipline/ Redressal / ICC /W.E.C & the various programmes/activities like a Telanganaku Haritha Haram, Swacha Bharat, International Yoga Day, International Women's Day, National Unity Day, National Youth Day, National Librarians Day, National Library Week, AIDS Day, Co-curricular, Curricular and Cultural activities to encourage their leadership skills and to involve/participate them in policy decisions effectively through decentralisation. Students shall be nominated as members for organising Annual Sports & College Day through different adhoc committees. For each class one active student will be nominated as Class Representative to act as a mediator for managing internal issues related to the students as well as college.

File Description	Documents
Paste link for additional information	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/48859.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College with the help of IQAC & Academic Co -ordinator prepares the institutional Strategic / Perspective plan and deployment document based on the quality indicators envisaged in the seven criteria of the NAAC/SSR. It is very difficult task with the insufficient funds provided by the Government to implement the Strategic / Perspective plan of the college. The Perspective/Strategic Plan of the college is definitely inclusive of - Quality Promotion of Academic Excellence involving Curricular and Extra-Curricular Activities in respect of building competencies, sprouting of leadership qualities, inculcation of multicultural and ethical values, life skills, communication skills, improving self-learning and self-earning techniques, an impetus for entrepreneurial skills and accountability, critical thinking patterns and creative genius inspirations however novel and abnormal ideas may generate for the time being, to engage in Information Transfer through Traditional Methodologies with the help of ICT. The Perspective Plan of the college is not devoid of - public engagement, women empowerment, helping attitude, outreach programmes to community welfare, student diversity and to dream of bigger things to get self-motivated and become energized psychologically first and physically next and realizations of goals at the last sooner or later but for sure. The college has a mechanism to look after the implementation strategies of the Perspective Plans.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://ccets.cgq.gov.in/Uploads/files/buttonDetails/55236.pdf
Upload any additional information	View File

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 Organizational structure of the College is planned according to the guidelines of the Council of Higher Education, Hyderabad, Telangana Government. Academic planning and

execution for the college have been incised by the Principal, Vice Principal, IQAC, Academic Coordinator, and the HODs of the different Departments. Different Academic plans are executed through the HODs and Conveners of the various committees in the college. The organizational structure of the institution consists of the Principal, Staff Council, Academic and Administrative units.

1. Principal : The Principal is a leader of the College having all the executive powers to manage the functioning of the institution.
2. Staff Council : It consists of HODs of all the Departments of the College. There are four main units in the college under which the various committees are constituted for smooth and effective functioning of the college.

I. Academic Committees: II. Administrative Comm

III. Fund Mobilising Committees

IV. Extension Committee

File Description	Documents
Paste link for additional information	https://gdcts.cgg.gov.in/OtherPages.edu?page=getButtonDetails&centreId=26&id=12615
Link to Organogram of the Institution webpage	https://gdcts.cgg.gov.in/OtherPages.edu?page=getButtonDetails&centreId=26&id=12615
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

As per the Government of Telangana norms the following facilities are available to all permanent teaching and non-teaching staff: 1. Teaching staff: General Provident Fund (GPF) Health cards issued by the Government of Telangana[EHS} Group Insurance Scheme (GIS) Telangana State General Life insurance (TSGLI) Earned leave and Surrender of earned leave 5 special casual leave per calendar year for women employees 90 days Child Care Leave for women employees having minor children. 06 months Maternity Leave for female employees and 15 days paternity leave for male employees

Training in Basic Computer Skills UGC/State Government scales of pay Career Advancement Scheme Additional increments for having doctoral degree at entry level or during service On-Duty facility to attend Orientation and Refresher Courses On-Duty facility to attend National Seminars, Conferences Permission to perform remunerative duties as practical examiner, observer in University exams Personal loan facility Home loans, Regular Superannuation pension. New pension scheme. Medical Reimbursement or EHS (Employee Health Scheme):

2. Non-teaching staff: General Provident Fund (GPF) ,06 months Maternity Leave for female employees and 15 days paternity leave for male employees

Training in Basic Computer Skills. Home loans, Festival advance, Personal loans. Regular Superannuation Pension. New Pension Scheme. Medical Reimbursement or EHS (Employee Health Scheme)

File Description	Documents
Paste link for additional information	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/48298.pdf
Upload any additional information	View File

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)	View File
6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year	
6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year	
1	
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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File
6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)	
6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year	
8	

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

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

According to the guidelines of the UGC the Performance Appraisal System is designed by the Commissioner of Collegiate Education, Nampally, Hyderabad, Telangana State which is implemented by the Institution to evaluate, to monitor and to enhance the performance of teaching and non-teaching staff. 1). Performance Appraisal of the teaching staff :The IQAC appraises the performance of the teaching staff by adopting two methods such as Feedback system and Self appraisal forms (API). A). Feedback System : The performance of the teachers is assessed based on the feedback received from the students and other stakeholders. The feedback is collected annually through a structured questionnaire, across various teaching quality parameters and analysed to assess the performance and to take required measures to plug the defects if any. . B). Self Appraisal Forms (API) : The performance of the teachers is reviewed through self appraisal conducted annually. The self appraisal is done through API forms, which are designed and provided by the CCE according to the UGC guidelines. The appraisal of the teachers becomes the basis for promotions and implementation of the incentives or rewards. 2). Performance Appraisal of the Non-teaching staff : The Non-teaching staff members are monitored on a continuous basis through informal inquiry and observation. The Administrative Officer monitors and reports over all on the behaviour and performance of the non teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Internal financial audit will be conducted regularly by the team consisting of the Principal, office in charge & senior faculty member of this institution. They verify all the financial records such as fee collection records, purchases & other expenditure incurred by the college during that particular financial/academic year. Being the Government college the external audit will be done by the authorities such as Officers/ Auditors of the Regional Joint Director of the Collegiate Education and Accountant General, Hyderabad, Telangana State. Mechanism for settling audit objections raised :

The Administrative committee along with the Finance committee would comply with the audit objections raised by the auditors through proper written justification and rectify if any discrepancy is stated. This gives the college a fair and transparent opinion on the allocation and utilisation of the funds. Audit observations are settled during audit when query is issued and when necessary rectification is done by the auditors. Audit observations are also settled during the meeting on the last day of the audit providing necessary reply along with required information covering, recovery, adjustment, rectification of irregularities or errors.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)**0.75**

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The Principal and IQAC Coordinator always strive to encourage the Faculty members of all the departments to organize Seminars / Conferences / Workshops by sending proposals to various bodies for financial assistance and also put great efforts by heart and soul to utilize the resources of the college to the extent possible to provide quality and outcome based education to the students. Generate the resources towards research, collaborative projects etc from Govt./ Public funding agencies such as UGC, NAAC, MHRD, TSCE, etc. Also mobilize the resources through donations from Philanthropists, National Thermal Power Plant, CSR-CD and from the Alumni of the Institution.

Strategies for Optimal Utilization of Resources:

The Annual Plan is prepared aligning with the Institutional Perspective Plan which is placed before the HOD for deciding on the resources needed, policy interventions and mechanisms etc. The allocation of the financial resources is planned by the Staff Council of the college. The Plan and the Budget Allocation is placed before the Governing Council for consideration and approval. The implementation as well as utilization of resources is undertaken through the well defined procedures and Internal control systems laid down. The Regular meetings of the Staff Council and the Governing Body will monitor the implementation of the plan. The Financial Audit and the Internal Audits will act as effective control systems.

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 is a significant administrative body in any institution which is responsible for maintaining all quality standards in Teaching - Learning & Evaluation. Its primary aim is to promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices. It is the heart for Planning, Guiding, & Monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the college. It facilitates the creation of Learner -Centric and Participatory environment by initiating plan through various academic & educational activities such as seminars, workshops, symposia, conferences, panel discussions, Orientation programmes, academic meetings of all the stakeholders of the institution, Feedback mechanism, Faculty forum, Internal academic audit, Mentor -Mentee system, Teaching innovations, Library practices, preparation of reports & their documentation. In the beginning of every academic year IQAC Coordinator along with Academic Coordinator prepared Annual Academic Calendar for college in accordance with Academic Calendar issued by the Commissioner of Collegiate Education, Government of Telangana and Almanac issued by the affiliating Sathavahana University, Karimnagar.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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 will meet four times (quarterly once) to review academics

and administrative affairs towards establishing a best practice to sustain the quality policy and the Student-centric Teaching Learning Methodology for excellent student progression and placement probabilities. The IQAC has designed the pattern of review system and assessment of learning outcomes which is followed by the institution. It consists of two levels i.e. review at Department level and at institutional level.

The Principal monitors the timely conduct of classes and adherence to the academic calendar and almanac.

The Institution reviews its teaching learning process through the following:

- 1). Feedback from students, parents.
- 2). Evaluation of attainment of POs, PSOs & COs
- 3). Review of teaching methodologies.
- 4). Review of examination results.
- 5). Internal & external audit. and
- 6). Self appraisal forms..

File Description	Documents
Paste link for additional information	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/48196.pdf
Upload any additional information	View File

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	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Government Degree College, Manthani shows gender sensitivity through various initiatives and actions for creating safe, secure and healthy atmosphere in the campus. Sensitization of the student is done through special programs. Specific initiatives with respect to key areas are as follows

The College has a system of mentoring in each department for inculcating social, moral and ethical values. Women Empowerment Cell also creates gender awareness through different programmes like International Women's day, Women legal rights, international day for the elimination of violence against women and Human Rights day every year. In every program we try to bring awareness among women students. We invite some eminent women on that day to give inspiration to our students.

The college provides separate wash rooms for girls and boys with proper ventilation and water 24 hrs.

Conclusion: Bringing awareness among students by conducting various programmes and activities regards to gender equity like Women's Day, Save Girl Child, Prohibition of sex determination, equal opportunities regards to employment, opportunities and other rights and friendly working atmosphere and safe & security in particular girls are the important issues of prime concern of gender equity of this college.

File Description	Documents
Annual gender sensitization action plan	https://ccets.cgg.gov.in/Uploads/files/buttonDetails/48864.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://ccets.cgg.gov.in/Uploads/files/Recent Updates/47402.pdf

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

D. Any 1 of the above

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

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

Government Degree College, Manthani is implementing the below mentioned processes for managing the different following wastages.

- **Solid Waste Management:** The members of eco-club arranged compost pit in the campus for dumping organic waste like vegetable waste, fallen dry leaves, used plant materials from botany labs. Preventing the use of polythene bags inside the campus. The college has kept waste bins at different places such as class rooms, verandah and in the toilets as well.
- **Liquid Waste Management:** The liquid waste generated in the laboratories of chemistry and others are treated with water and then discharged waste generated from laboratories is disposed in the drainage system.
- **E- Waste Management:** The furniture committee of the

college prepares a list of e-waste pertaining to computer peripherals and some electronic equipment. Then the list submit to CCE for approval for auction. The information regarding the types of e-waste and its quantity is given to the CCE-TS for further necessary action.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

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	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

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

B. Any 3 of the above

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

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. Any 3 of the above

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

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).

Government Degree College, Manthani provides an inclusive environment for every one with tolerance and harmony towards cultural, regional, linguistic communal, socio-economic and other diversity. We organize different sports and cultural activities to promote harmony towards each other. Commemorative days like Yoga Day, Cancer Day, AIDS Day, Youth Day, Science Day, Gandhi Jayanthi along with many regional festivals like Bathukamma, Pongal, Christmas, Vinayaka Chavathi, etc. to establish positive interaction among people of different racial and cultural backgrounds. There are grievance redressal cells in the college like women grievance redressal cell which deal with grievances without considering any one's racial or cultural background. Institute has code of conduct and ethics for students, teachers and other employees which has to be followed by each one irrespective of their cultural, regional, linguistic, communal socio-economic and other diversities. We take some rallies like AIDS rally, Army day rally, Anti Plastic rally etc. to bring awareness among the people about their health. Annual Day is celebrated every year where students can perform different cultural activities. We celebrate two important National festivals i.e. Independence Day and Republic Day every year. All teaching, non-teaching staff and students participate for the cause of Nation and inspiring speeches are given.

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	View File

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

Government Degree College, Manthani undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation, values, rights, duties and responsibilities of citizens. On 26th November we celebrate Constitutional Day, on 12th January Youth Day, on 25th January Voters Day, on 31st October National Unity and Integrity Day etc. every year. We invite patriot from our home town every year as guest. The faculties and guests narrate Fundamental rights, duties, values and responsibilities of the citizens as stated in Constitution of India. Our faculty and students of Political science read about our constitution and they explained it to all other students in different activities. As a part of strengthening the demographic values we conduct different activities among the students. We also conduct Voter's awareness programme to literate the students about the demography. A voters pledge program was organized for students & faculties. We also conduct competitions like essay writing, quiz, elocution on National Voter's day in Telugu & English. Different activities related to NSS and NCC will be organized to inculcate awareness among the students by our NSS and NCC Committees. Every year Republic day and Independence Day are celebrated by organizing activities highlighting the importance of Indian Constitution and Freedom struggle.

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

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

It is the usual practice of the college to celebrate national festivals like Independence day on August 15th and Republic day on Jan 26th every year. Patriotic songs recited and sacrifices of the then great personalities are remembered. • Flag day of 7th December is observed every year to honor the soldiers. It is a day dedicated to collection of funds from the people for the welfare of the armed forces personal

Celebrates Dr B.R Ambedkar's jayanthi on April 14th and vardhanthi Dec 6th •

We celebrate international YOGA DAY on June 21st every year •

Gandhi Jayanthi on October 2nd •

Telangana formation Day on June 2nd

National Education Day on Nov 11th

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	View File

7.2 - Best Practices

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

BEST PRACTICE - I:**TOPIC: CLEAN AND GREEN**

OBJECTIVE : to inculcate awareness among stakeholders on cleanliness and hygienic of the surroundings.

THE CONTEXT: We decided to keep our surroundings hygienic through this Programme in order to fulfill the intention of 'Swatch Bharath Abhiyan'.

THE PRACTICE: The entire staff along with the students are involved in cleaning the premises and in watering plants.

EVIDENCE OF SUCCESS: In review, it is observed that the premises appear clean and beautiful.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED: Lack of required staff is main hindrance in the maintenance of all the tasks related to the Best Practices in the premises.

BEST PRACTICE II**TITLE: MAGIC SOAK PIT AND DUMP PIT**

OBJECTIVES : To preserve the water being used in daily activities and thereby, increase the ground water level and to reduce, recycle and reuse the Solid Wastages.

THE CONTEXT: The Magic Soak Pit is constructed to enable to drain all kinds of water into the Pit, thereby increasing the water table. The Dump Pit is constructed to dump solid wastages and to recycle such wastages into manure.

THE PRACTICE: The water is channelled and wastages are collected on regular intervals.

EVIDENCE OF SUCCESS: In review, it is observed that the premises appear clean & beautiful..

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED: Lack of required staff is main hindrance in the maintenance of all the tasks related to the Best Practices in the premises.

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

7.3 - Institutional Distinctiveness

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

The distinctiveness of the institution reflects in the activities performed by the entire staff of the college. Every staff member engaged in maintaining the clean and green campus, plantations of plants, watering for plants, involving in digging of dump & soak pits by keep in view of our college Vision & Mission and Motto.

The vision and mission of the Government Degree College, Manthani is to provide quality and affordable academic excellence in higher education. By aspiring the young minds to think, be creative and contributing in development of community through extension activities, communication skills, employability skills. Our college catering the needs of hundreds of students in around Manthani and parts of neighboring villages. Quality education is provided for all the students, to improve learning through various co-curricular activities and conducting students seminars, debates and Group discussions to foster the global competence by involving the students. The collection of books in the library provides a treasure of knowledge with the help of ENLIST of INFLIBNET, NDLI and exposure to the ICT-based learning. We also impart the

quality education to the socially and economically backward students and to inculcate wisdom, knowledge and social values towards the society.

MOTTO: Join to attain the knowledge and to leave to serve the society.

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

7.3.2 - Plan of action for the next academic year

- To complete the 2nd cycle of NAAC Accreditation process.
- To seek funds from UGC/ RUSA and other funding agencies for infrastructure development.
- To start 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 organize 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 with the help of ICT.
- To prepare E-content digitally (like Kinemaster.....) for the purpose of online classes through Zoom, Google meet, etc. and uploading of such E-content in YouTube.
- To conduct the Personality development classes to improve their personality and
- To conduct Value education classes to improve Values among the students for best society.