



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

GOVT DEGREE COLLEGE FOR WOMEN

GOVERNMENT DEGREE COLLEGE FOR WOMEN SANGAREDDY OPPOSITE
AMBEDKAR SPORTS STADIUM, UPPAR BAZAR,
502001

<http://gdcwsangareddy.in>

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Government Degree College for Women Sangareddy was established in 1981 with a goal to encourage the girl students of Sangareddy and surrounding areas to pursue higher education. Ours is the first Women's college established in the erstwhile Medak District of Andhra Pradesh. Initially, the college was started with undergraduate courses in Arts and Commerce and subsequently the discipline of Science was introduced in 2009. Now the college is functioning with a strength of 346 in the academic year 2020-21. students in Arts, Commerce, Life Sciences and Physical Sciences. From the date of its inception, the institution has been focussing on all round development and enrichment of the rural students.

The college campus is built in 9 acres of land with green ambience located in a prominent area of Sangareddy. It has close proximity to the bus stands, area Hospital, Government hostels and easily accessible to all areas of Sangareddy.

The institution has a legacy of forty years with many successful milestones. It got the 2f and 12b recognition by UGC in 1992. It has completed two cycles of NAAC accreditation and was graded B with a CGPA 2.01 in 2008 and 2.10 in 2016 respectively. In the year 2019-20 the institution is privileged to be certified by ISO for the first time. The college has participated in the NIRF rankings 2021.

The college has good infrastructure with Lecture halls, established laboratories, Library with a good collection of reference books and periodicals, and all amenities required for a good learning environment. The college also has Telangana Skills and Knowledge Centre, Gym, T-SAT, NCC, NSS units to support the stakeholders to improve the skills and prepare themselves to face the challenges in life. The College has a well maintained Canteen providing food with affordable rates for the students. The College has a small Herbal Garden and 2000 saplings of significant species planted in 2 acres of land as a part of maintaining green campus. A hostel is located in the premises for the students who come from faraway places.

Vision

To empower our students with skill oriented, value based education to transform them into complete human beings with social consciousness and to make them successful Entrepreneurs.

Mission

- Build confidence among the students.
- Improve communication skills.
- Enhance competitive spirit.
- Inculcate values.
- Turn them to be compassionate and empathetic.
- Equip with them with practicable and useful skills

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Qualified and Committed Staff.
- Green campus with adequate class rooms.
- Good results and academic performance.
- Telangana Skills and Knowledge Center (TSKC).
- Online courses from IIT Bombay – MOOCs
- Well equipped Science Laboratories, Computer Lab, English Language Lab and Commerce Lab.
- Library with partial automation.
- Play grounds and well established Physical education department any gym.
- Women Empowerment Cell, Internal Complaints Committee, Grievance Cell.
- Students support and Participation.
- NCC and NSS.
- Well-disciplined and highly motivated students.
- Entrepreneurial Development Cell (EDC)
- Virtual class and Digital classrooms with internet facility
- Decentralized and democratic administration

Institutional Weakness

- Many students are from economically and socially weaker sections.
- Inadequate infrastructural facilities available to meet the demands of the faculty and students .
- Dropouts.
- Lack of Post graduate courses
- Limited course options.
- A few vacant posts.

Institutional Opportunity

- To reduce the dropout rates.
- Provision of hostel.
- Location advantage.
- Motivating the students for higher studies.
- Preparing students for employment.
- Scope for development in infrastructure.

Institutional Challenge

- Many students are first generation learners.
- Lack of adequate teaching and non-teaching staff.
- Competition from private colleges due to reimbursement of fee by state Government.
- Establishment of both co-education and women's colleges by Government in nearby towns.

- Decrease in student enrolment.
- Insufficient funds for the development of the institution.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The institution is affiliated to Osmania University. The syllabus advised by the university is followed in the college. The curriculum not only focuses on acquiring knowledge but also on the skill enhancement and higher order thinking skills. The institution offers UG Programs – in BA (HEP) (Telugu, English and Urdu Medium), BA(Computer Applications), B.Com (General), B.Com(Computer Applications), BSc(Life Sciences) and BSc (Physical Sciences).

Academic flexibility is offered to students. Students have Choice Based Credit System. Curriculum enrichment is ensured by offering Ability Enhancement Compulsory Course, Skill Enhancement Course and Generic Elective courses. This enables the students learn career oriented, skill oriented and entrepreneurship oriented education. A few Add-On skill development Courses are also offered by the college to enrich the curriculum. The syllabus for these courses is framed with specific objectives to inculcate skills.

The IQAC collects the feedback from the stake holders on the academic programs, curriculum and also on the performance of teachers. All the inputs are analyzed and suitable measures are recommended to maintain the quality of the institution. The Staff and the principal of the college are always working hard to improve the infrastructure and technological up gradation for effective delivery system.

Teaching-learning and Evaluation

Students are admitted through a centralized admission process, DOST (Degree Online Services Telangana), from the academic year 2016-17. The students are allotted by the TSHEC(Telangana State Higher Education Council) as per the existing reservation policy of the government.

A systematic annual curricular plan is prepared by the respective departments following the academic calendar given by the CCETS (Commissionerate of Colleague Education, Telangana State). Learner- Centric teaching methods are adopted in the institution to facilitate effective teaching learning process. The available teaching-aids are used in addition to the traditional Chalk-board method is used by the faculty. To face the Covid Pandemic situation, blended methods of teaching are being implemented by teaching online, virtual classes etc. Strategies like continuous monitoring and evaluating mechanism are designed to ensure the quality of teaching.

The Teaching learning methodology followed in the institution gives a special emphasis on advance learners without neglecting the slow learners. The remedial coaching classes and study hours are conducted to upgrade the standards of slow learners. To encourage the advance learners, activities like quizzes, debates, study projects, are conducted. In addition to that, guidance for pursuing higher education and employment is provided to the meritorious students. By using Continuous Internal Examination and evaluation process the progression is critically examined and analysed by the mentor. The performance of the student is recorded and necessary guidance is given to achieve the expected learning outcomes.

Staff undergo training sessions to equip themselves with latest skills. Extension lectures to staff and students

are arranged to constantly motivate them and offer latest know-how in the fields concerned.

Research, Innovations and Extension

The College has highly motivated faculty members who actively involve in the academic research. A Research Committee is constituted in the college with an endeavour to encourage research and innovation in the college. They motivate, guide and support the faculty in applying for UGC sponsored minor research projects, to present papers in National Seminars, Conferences and Workshops. The college also encourages the staff to pursue research work. Some of our regular teaching faculty members are pursuing their PhDs in various universities. There are nine research publications to the credit of the faculty in UGC care listed and other peer reviewed journals. In addition to this, to inculcate the innovative thinking and research culture in the institution, students are encouraged to do study projects. The best of the study projects from each discipline is selected and sent to the state level competition namely Jignasa.

GDCW Sangareddy is one of the colleges that is actively involved in the extension and social awareness activities in Sangareddy district. The college has NSS and NCC unit, Red Ribbon Club, Eco-Club to organize various extension activities like blood grouping and HB level check-ups, awareness Programs on AIDS, Swach Bharat activities, massive plantation etc. to imbibe responsibility towards society. Health Club, Women Empowerment Cell are functional in conducting dental and health check-ups, , Health and Hygiene campaign, Women literacy etc.in collaboration with the University, various Government and Non-Government organizations. An Entrepreneurship Development Cell is established in the academic year 2020-21 to encourage the students to become successful entrepreneurs.

Infrastructure and Learning Resources

The college was established in the year 1981. It has nearly 9 acres of land, situated in a prominent area in Sangareddy. The college has sufficient number of class rooms and the construction of two lecture halls, and renovation of old block work is under progress.

LCD projectors with smart boards are arranged in three class rooms. The college has the provision to use OHPs. Recently, a virtual class room has been established in the institution. The departments of Physics, Chemistry, Botany, Zoology, Computer science and TSKC have laboratories with sufficient equipment for the revised syllabus. A spacious Principal's Chamber, Office, Auditorium, Library, TSKC, Physical Education, Gym, T- SAT Nipuna , NCC, NSS, Students waiting hall, Canteen present for the smooth functioning of the college. The college has a small herbal Garden with a collection of number of plants of medicinal value. There are 2000 saplings of significant plants were planted in the college under Haritha Haram program.

A spacious library with a good collection of text books and reference books is available for staff and students from 9.00 AM to 5.00PM on all working days. Five News papers, news letters, ten magazines are subscribed by the library. Annual subscription of N-List (INFLIBINET) is also available in the library. By this all the e-resources under sodh- sindhu are accessible to the staff and students of the college. Thus students can access nearly 6000 e-journals and 1,99,000 e- books. The library is partially automated

A well-organized examination branch with fully automated Xerox machine, computer with internet connection is working on the continuous evaluation process.

Six CCTV cameras are installed in the College campus. The College is providing high speed internet facility to the Principal chamber, all departments, office and to the laboratories. A High mast light is installed for better illumination in the campus in the evening. An RO plant is installed to provide safe drinking water to the students.

Student Support and Progression

The college is committed to the all round development of the students admitted in the institution through vibrant strategies designed by the IQAC regarding curricular, extra –curricular activities for the overall development. It ensures its commitment and accountability through the initiatives that are published in the brochure in the beginning of every academic year.

There are various committees established in the college for the student support. They function under the guidance of the Principal to prepare the individuals to prepare for the global demands. NSS and NCC units of the college conduct activities to impart commitment, social responsibility, environmental consciousness and patriotism among the young minds. Our college NCC unit is the only women's wing in the district of Sangareddy. Eco Club, Red ribbon Club, WEC, TASK are actively involved in nurturing the creative thoughts. The grievances of the students and parents are addressed by the Grievance redress cell. The gym and health club ensure the health and hygiene.

A Career guidance and Placement cell conducts the counseling and career opportunities programs. Students are provided with the scholarships by the government under welfare departments. The college takes good care in supporting the stake holders right from the application to the sanction of the scholarship.

Governance, Leadership and Management

The Vision and Mission of the institution clearly defines its aspiration and strategic actions of the institution. The college faculty members work towards the targets under the leadership of the principal. The Principal acts as the academic and administrative head and torch bearer of the institution. The institution adopts the decentralized structured and participative management in academic and administrative programs. The staff meetings are organized frequently to discuss various issues to design policies and their strategic implementation in maintaining the quality in curriculum. Vice Principal, IQAC and academic coordinator and other coordinators of various committees assist the Principal in fulfilling the goals set in the teaching learning process.

Institutional Values and Best Practices

The institution's uniqueness is quality maintenance and chalking out the innovative policies and their implementation in the academics and administration. The aim of the college is to inculcate good values and innovative thinking in the minds of the individuals to make them into good human being. Many thought provoking activities that impart social responsibility, environmental consciousness are organized in the college. A few of them are mentioned here under-

- Introduction of INFLIBNET and library automation
- Providing purified safe drinking water.
- Installation of CCTV in the college campus.
- Biometric attendance for both the staff and students
- High speed internet connection
- Blood grouping and health checkups for the students and surrounding inhabitants.
- Faculty forum programmes (Inter -disciplinary lectures)
- Group discussions.
- Hobby day celebrations
- Self Governance day celebrations
- Digital Class rooms
- Staff Club

The following are the best practices which are in practice in this college.

Best Practice : 1 Vipani : An Entrepreneurial and Empowerment programme

Best Practice : 2 – Communication Skills

Best Practice : 3 –whats App groups for Teaching & Learning.

Best Practice : 4 – Plantation.

Best Practice : 5 –Computer training for staff and students.

Best practice6 – Add-on Courses -Earn while Learn. Our college students are trained in various skills like Mehandi Designing, Tailoring and other skills these students are earning while studying in the college they are training other students in these skills.

Best Practice : 7 – Encouraging students to do study projects.

Best Practice : 8 – Feedback mechanism.

Best Practice : 9 – Rain water harvesting.

Best Practice : 10 – Polythene bags free campus.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT DEGREE COLLEGE FOR WOMEN
Address	Government Degree College For Women Sangareddy Opposite Ambedkar Sports Stadium, Uppar Bazar,
City	SANGAREDDY
State	Telangana
Pin	502001
Website	http://gdcwsangareddy.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Humera Sayeed	08455-277312	9154806840	-	gdcwsrd.iqac@gmail.com
IQAC / CIQA coordinator	A. Surya Kumari	08455-277312	9010135511	-	skadurthi@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	19-11-1981

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Telangana	Osmania University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	03-09-1993	View Document
12B of UGC	03-11-1993	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes
If yes, has the College applied for availing the autonomous status?	No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Government Degree College For Women Sangareddy Opposite Ambedkar Sports Stadium, Uppar Bazar,	Urban	9	308.81

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/ Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arts	36	Intermediate	Telugu,Urdu	120	55
UG	BA,Arts	36	Intermediate	English	60	0
UG	BCom,Commerce	36	Intermediate	English	60	19
UG	BSc,Science	36	Intermediate	English	60	18
UG	BSc,Science	36	Intermediate	English	60	27

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				20			
Recruited	0	0	0	0	0	0	0	0	1	13	0	14
Yet to Recruit	1				0				6			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				11
Recruited	1	6	0	7
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	2	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	11	0	12

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	1		2		3

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	346	0	0	0	346
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	88	69	58	67
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	31	28	31	40
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	282	260	259	209
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	69	29	35	30
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		470	386	383	346

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
05	05	04	06	06
File Description		Document		
Institutional data in prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
05	05	04	06	06

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
346	383	386	470	471
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
583	573	503	520	515

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
89	101	141	128	147

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
14	18	19	17	17

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
21	21	22	18	18

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 14

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
6.11	4.2	3.64	2.87	6.377

4.3

Number of Computers

Response: 125

4.4

Total number of computers in the campus for academic purpose

Response: 80

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The college is affiliated to Osmania University, Hyderabad. The curriculum for all the courses is designed by the Board of Studies of the University and the same is followed by the college. The syllabus prescribed by the university is strictly followed as the examinations are conducted according to the guidelines of the university. Other Co-curricular and extracurricular activities are planned in accordance with the CCE calendar and meeting the local needs. The college offers certificate and skill development courses to enrich the knowledge and skills of the students. The syllabus for the certificate courses is designed by the concerned departments and organized systematically.

The principal constitutes various committees like IQAC, Academic and Examination Committee and other curricular, co-curricular and extra-curricular committees every year in the beginning of the academic year to run and administrate every activity smoothly and successfully. All the activities are conducted by the committees appointed as per schedule and are documented in the prescribed format.

All the teaching faculty prepare semester wise annual curricular plans on the basis of the blue print provided by the affiliating university following the alumnae released by the university. All the members of the faculty maintains the record of individual teaching diaries, individual time table, lesson plan, and other curricular and co-curricular activities conducted by the respective departments. The faculty enters all the details of the curricular and co-curricular activities, topic covered, methodology adapted, student activity conducted and the teaching aids used in the classroom in the teaching diary. All the teaching faculty strictly adheres to the annual curricular plan prepared in the beginning of the academic year. If any activity is not conducted as per the plan it will be completed in due course of time. To ensure the effective delivery of the content, various student centric methodologies are adopted.

Review meetings are conducted from time to time to monitor the status of the coverage of syllabus and other activities such as remedial classes, seminars, student study projects, quiz competitions, assignments, group discussions and internal exams etc. In addition to that, the IQAC and Academic Committee conduct an internal audit every year and submit their report to the principal. This will help to closely monitor and suggest the teachers for an improved delivery system.

Apart from the regular curriculum, the students are provided opportunities to learn life skills and basic computer skills through TSKC-TASK and MOOCs. A number of certificate and add - on courses are offered to enhance the employability skills of the students. At the end of the course an evaluation is done and certificates are issued. All these activities are documented in the chronological order.

File Description	Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Assessment and Evaluation is an important part of the curriculum. It is an indicator of the ability of the student in knowledge, skill and aptitude. The conventional examination pattern is replaced by Continuous Internal Evaluation(CIE) system to assess and monitor the progression of the students to maintain the educational standards and to verify whether the programme outcomes are achieved or not.

Our college is affiliated to Osmania University, Telangana. Hence we are bound to follow the assessment framework designed by the university. From the academic year 2016-17 the Choice Based Credit System has been implemented as directed by the UGC. In the beginning of the semester the university releases the almanac mentioning the schedule of the class work, tentative dates of examinations and short term vacation. According to the almanac the affiliating university prepares the examinations time-table and circulates the same to the colleges. The college adheres to the same in conducting the examinations. The external examinations are conducted at the end of each semester for which the question paper prepared by the university. The internal assessment is conducted by the college as per the guidelines of the university. Two internal assessments of twenty marks each are conducted in a semester and the average of the two assessments is considered for deciding the grade. The pattern of Internal Assessment is common for all the colleges affiliated to the university. The question paper pattern and division of marks are as follows-

1. Multiple Choice Questions- 5 Marks
2. Fill in the Blanks – 5 Marks
3. One word Answers – 5 Marks
4. Assignment submitted by the students – 5 Marks

Following the above pattern, the question papers are prepared by the teacher concerned, in the syllabus prescribed. For the award of assignment marks, solving problems, case study, role play, study projects and other assignments are considered. These are helpful to bring out the skills of the student.

After completion of the internal examinations (Theory/Practical) the marks obtained by the students are uploaded on university website in the college login. The absentees will not get a chance to re-appear for the exams. The performance of the students in CIE is reviewed in the internal academic audit and the remedial measures are initiated to improve the standards of the students and quality of education. The Examination Coordinator along with the members of the committee monitors the payment of fee on time and other issues related to examinations.

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 last five years

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

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document

1.2 Academic Flexibility

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

Response: 100

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

Response: 05

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 7

1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2020-21	2019-20	2018-19	2017-18	2016-17
01	02	02	01	01

File Description	Document
Institutional data in prescribed format	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 10.03

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
30	62	46	33	30

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document

1.3 Curriculum Enrichment

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

Response:

Our institution offers in Gender Sensitization and Environmental Studies as a part of the curriculum. It is made mandatory to qualify in the examination conducted at the end of the semester. This will enable the students to understand the importance of environmental sustainability and gender equality.

Gender Sensitization: It was introduced as one of the curriculum enrichment courses during the academic year 2016-2017 and continued till 2018-2019: This helps to create awareness among the students regarding gender issues and discriminations and how to face the adversaries and gender based discriminations everywhere.

Aims and objectives:

- To create awareness about gender issues.
- To make them understand the importance of gender equality.
- To safeguard themselves from any form of humiliation and abuse.
- To make them understand and support the other genders and respect their opinions and treat them

equally in all spheres of life.

- To equip them and prepare them to face the challenges regarding gender bias and gender discrimination.
- To create a bias and discrimination free world.

The NSS unit and Women Empowerment Cell play a vital role in organising awareness programmes on Domestic Violence, Legal Rights for Women etc. Some of the teaching faculty encourage the downtrodden students to continue their education by providing them the necessary textbooks, material and paying the examination fee.

Environment and Sustainability:

Environmental studies is a part of the curriculum in the AECC. In addition to that every year the Eco club in collaboration with the NSS unit organises sapling plantations in the institution. There are various kinds of trees in the campus which not only bring beauty to the campus but also enrich the campus with fresh air and abundant oxygen all the time. The students and the faculty sometimes relax under the trees and breathe fresh and unpolluted air. During the rainy season the rain water is used to water the plants and the trees in the campus and the excess water is directed to the rain water harvesting pits. The institution pays meticulous attention in taking care of the trees and campus maintenance. The Eco club and the NSS unit of the institution organises awareness programmes and webinars on Environmental Sustainability and explain them the role and responsibility of every individual in maintaining it properly. Further, the students are also informed to plant saplings at home and to take care of them with love and care as they also have life. All the NSS volunteers actively participate in sapling plantation and also in keeping and maintaining a clean and green campus. Further, dustbins are provided in each classroom and even in the corridors to dispose waste materials. The college initiates all the activities with the following objectives -

Aims and Objectives :

- To make them understand the importance of bio diversity.
- To create awareness about the impact of plastic waste.
- To understand the impact of wastage of water.
- To understand the impact of plantation on global warming.
- To create awareness about Environmental Sustainability

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 0

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 0

1.3.3.1 Number of students undertaking project work/field work / internships

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

Response: C. Any 2 of the above

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

1.4.2 Feedback process of the Institution may be classified as follows: Options:

- 1.Feedback collected, analysed and action taken and feedback available on website**
- 2.Feedback collected, analysed and action has been taken**
- 3.Feedback collected and analysed**

4. Feedback collected**5. Feedback not collected**

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 38.5

2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
346	383	386	470	471

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1165	1145	1005	1040	1030

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 69.37

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
316	350	357	401	430

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

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

Response:

The comprehensive abilities of all the students are not identical. Hence every student has to be monitored closely and guided in proper direction. To monitor the students Class teachers are appointed for every class in the beginning of the academic year as mentors. He/she is the overall in-charge of the class and maintains the academic record and socio economic data of the student. After the first internal assessment the mentor analyses the academic performance of the wards and categorizes them into groups. Slow learners are identified and grouped together and trained to reach the academic standards of the institution. For the advanced learners, various activities are conducted to encourage them to excel in their performance. A few measures taken are as follows-

Slow learners :

- In the beginning of the academic year bridge classes are conducted for all the non-arts and non-commerce students who take admissions in the BA and B.Com courses by choice or by chance.
- The students with poor communication skills specially hailing from rural background are encouraged by paying special attention and training them in soft skills by conducting classes.
- Special orientation sessions are conducted to make the concept of the core subjects clear.
- The mentors will take appropriate care for the students who hesitate to approach and mingle with fellow students.
- Study hours and practice tests are conducted during remedial classes.

Advanced learners :

- The learners are motivated to know the recent developments in the subject concerned by browsing the internet, latest newsletters etc.
- They are motivated towards higher order thinking skills.
- They are advised and guided in pursuing post- graduation courses in the subject of their choice
- They are encouraged to help the slow learners in providing the material.
- They are involved in seminars, extension activities, and social responsibility activities.
- Group Discussions, Quizzes, Debates are conducted to update their knowledge to inculcate employable skills.
- Students are encouraged to participate in Peer teaching to enhance their teaching and presentation skills.

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

Response: 25:1

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

Response:

The process of learning is not complete unless the student participates and experiences the true essence of learning. The real learning is not simply knowing the concept, memorizing it and reproducing in the examination, but to apply the knowledge in solving real time problems. Experimental learning methods such as Field Trips, Study projects, Case studies are conducted by all the faculties of the institution. They help the students to learn and understand the concepts better and their applications. They provide a great motivation towards higher order thinking and innovative ideas.

Practical sessions are conducted in the college to facilitate the students to acquire hands on experience on the instruments and scientific equipment. In addition to that it inculcates a scientific temper. At the end of the theory session, numerical problems are solved to appreciate the concepts better.

Group discussions, Seminars, Debates on specific contemporary issues are conducted in the college to help the students in participative learning. By this they can exchange their ideas and improve their knowledge that guides them in the right direction.

Our Students visit the nearby villages as a part of NSS camps, Every year a village with in 5 Km distance is adopted by the college NSS Unit. Fifty NSS volunteers participate in the special camp conducted. During their stay they participate in various activities to know about the dignity of labor and social responsibility. In addition to this they also learn to meet the challenges they face in their life with confidence.

Our students of NCC are sent to Pre Republic Day Camps which enable them to meet with the people of various districts and acquire skills to deal with a diversified group of people.

Women Empowerment cell of our college conducts awareness and training programmes on contemporary gender issues which helps to realize their strength and moving ahead towards the empowerment. Entrepreneurial Development Cell of our college encourages the students in economic empowerment and progression.

The Eco Club plays a vital role in enlightening the students about environment and sustainability and Bio-Diversity by organizing activities like massive plantation, waste management and maintain the green environment in the campus.

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

ICT tools have emerged as an important Tool in the effective communication. They are of great help in the delivery system as they provide a platform for lectures beyond class room. Teachers of today are well aware of this fact and update themselves with latest technological development in the teaching and evaluation process from time to time .A lot of information is available on the internet just at a single click.

It is the responsibility of the teacher to check the authenticity of the content and guide the student for its proper use.

Four Projectors and interactive boards are provided for arts, science and commerce departments. All the faculty members are well versed using them in their regular classes. A virtual Class room is also available in the college, that enable the students of our college to listen to the lectures of the teachers of other government colleges across the state.

Teachers prepare powerpoint presentations and use them in the class room teaching. The comparative statements, Diagrammatic representations and examples can be well explained and presented in an interesting manner. They not only provide the necessary information but also improves the students attention towards the concept.

A lot of Educational sites and modules are available on the internet like Khans academy etc which provide a free access to the learners. The 3D multimedia representations give a better learning experience to the students. The teachers provide the information of those sites to the students for the better appreciation of the concept.

During the Covid 19 pandemic lock down period, online classes provided an opportunity for the students for an uninterrupted learning. The classes were conducted through Zoom meetings, Google meet platforms where the meetings were recorded and the links were sent to the absentees through the whats app groups. The students can listen to the lectures at a later time even if they miss the class due to some technical reasons.

The assignments and quizzes are sent to the students in the google forms and sites like Quizzes. Most of the teachers created google class room and posted material and video lectures in the class. . A time frame is set for the submission of responses and evaluated online. The results can be analysed instantaneously and the performance can be assessed and reported.

The science teachers used the virtual laboratory sites to conduct the practical sessions

All the Faculty members have youtube channels where the lectures recorded are posted and kept available for an invited group of students, not only from our college but also from near by colleges where the faculty are not available.

Commissionerate of Collegiate Education is broadcasting a satellite channel named T-SAT Nipuna, where they telecast live lectures every day from 11.45 AM in the morning. The schedule of the telecast is circulated to all the colleges.

File Description	Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	View Document

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

academic year)

Response: 19:1

2.3.3.1 Number of mentors

Response: 18

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

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 85.53

File Description	Document
List of the faculty members authenticated by the Head of HEI	View Document
Institutional data in prescribed format	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 25.25

2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	6	6	4	4

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)**Response:** 13.86**2.4.3.1 Total experience of full-time teachers**

Response: 194

File Description	Document
Institutional data in prescribed format	View Document

2.5 Evaluation Process and Reforms**2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode****Response:**

A fool proof internal examination mechanism is maintained in the college. Before the academic year 2016-17 year-wise examination pattern was followed. The question papers for the annual exam were prepared and supplied by the university. For internal examinations the District Resource Centre (DRC) supplied the question papers.

From 2016-17 academic year CBCS system was introduced in Osmania University. As per the university guidelines, two internal exams and one assignment test have to be conducted in each semester. The internal assessment are conducted as per the schedule given by Osmania University. The Examination Coordinator Prepares a time table as per guidelines and circulates to the staff and students well in advance. The timetable is displayed on the notice boards. The syllabus for the test will be decided by the department concerned and intimated to the students. The question paper is prepared by the teacher and is handed over to the Examination Coordinator in a sealed cover. The coordinator conducts the exams by making proper seating arrangement as followed in the University exams.

Once the examinations are conducted, the answer scripts are handed over to the teachers for evaluation. The award lists have to be submitted in the examination branch with in 10days from the date of examination. Then the lists are displayed on the notice boards for two days to resolve any discrepancies in the posting of marks. Then the marks are posted in the Osmania university site.

In every step of the internal examination process the transparency and authenticity are maintained by a robust mechanism in frequency and mode.

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

The college has an examination committee consists of convener and members constituted by the Principal. The examination rules, regulations, time schedules and all the pre and post examination activities are monitored by the examination coordinator. The updates from the university Controller of Examinations are strictly followed by the examination branch and all the circulars issued by the university pertaining to the time schedules of payment of examination fee, exam time table, recounting, revaluation process. Obtaining Xerox copy of the answer scripts etc. are circulated to the staff and students from time to time.

In general the students approach the examination branch of the college regarding various pre- examination grievances such as late payment of exam fee with fine, non- receipt of hall ticket and the post examination grievances such as recounting, revaluation and obtaining the photo copy of the answer scripts are a few to mention. The members of the examination branch with all their experience guide the students and resolve their grievances as early as possible abiding the rules and regulations of the affiliating University.

The parent University announces the time schedule, prescribed fee and procedure to be adopted for post examination procedures like recounting, revaluation and getting photo copy of the answer script. The examination branch of the college downloads all the relevant and required application forms from the university website and issued to the needy student and the filled in applications collected from the students along with the necessary documents submitted to the university along with consolidated list before the due date prescribed by the university. The branch also follows up the grievance submitted to the university. Thus a time- bound transparent mechanism is followed in which the examination branch connects the students with the university.

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.

Response:

The programme outcomes (POs) are the basic skills, knowledge and abilities a student is expected to acquire. They are specified and followed in the design of the course. The programmes offered by the institution emphasize on the income generation, Communication skills and personality development. All the courses offered by the institution are undergraduate courses and designed to offer a basic graduation degree after completion of the course. As a part of the curriculum design, skill enhancement courses are offered for two credits to enhance skills in the subject they choose. AECC courses for two credits are also offered to acquire basic knowledge in the areas other than the core subjects. Practical courses are offered to get hands on experience on the subject.

In addition to the core subject courses the programmes such as TSKC, TASK, Yoga and personality development, certificate courses that have scope for the self employment opportunities are undertaken by the institution. Training programmes to improve the communication skills, life skills, critical thinking, self -Confidence and also to learn the ethics and moral values are also undertaken.

The vision of the institution is to empower the girl students . Certificate and add on courses are designed to fulfil the vision. All the students are motivated to join the course by duly explaining the out comes of the course and advantages and opportunities of compltion of the course.The outcomes are

communicated to the teachers in the very beginning of the commencement of the course in the form of manuals by the academic coordinator/Course coordinator and the same will be communicated to the students through the teachers concerned in their classrooms.

The Course outcomes and Specific Programme Outcomes are uploaded in the college website and are available to all the stake holders such as teachers students and parents. The relevance of the Course Outcomes are discussed by the faculty and the feedback is obtained from the students. The feedback is analyzed and necessary changes are made from time to time.

File Description	Document
Upload COs for all courses (examples from Glossary)	View Document

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

Response:

Examination and grade point obtained are the evaluation methods followed by the institution to determine the attainment of the Course outcomes, Programme outcomes and Programme Specific Outcomes. Different methods are followed for various courses. The process of evaluation depends on the outcome of the course. The core curriculum is assessed by two types they are direct method and indirect method

a) Direct Method: In this method the attainment of Course outcomes is measured by observing the performance of the students in continuous internal evaluations (CIE) and semester end- examinations prescribed by university. In this method the performance is shown as a grade based on the total marks obtained by the student both in IE (20 Marks) and Semester exams (80 Marks).

b) Indirect Method : In this method the data is collected by survey from student participants, alumni etc.

whereas the attainment of Programme Outcomes and Programme Specific Outcomes can be measured by observing the performance of the students in various competitions such as elocution, debate, seminars and preparation of assignments, student study projects. The institution follows both the mechanisms to measure the attainment of the objectives.

The programme outcomes can be attained by setting a proper curricular plan and its effective implementation. The major program outcome is the award of degree with acquired skills. This can be assessed by analysing the result. Our college has been maintaining a result percentage of 55% on an average for the current assessment year.

The placements and admission into the higher studies are another important parameter to judge whether the programme outcomes are achieved or not. 10% of the students are placed in the near by laboratories and 10% students are pursuing higher education with post graduation or graduation in education. many of the science students are undergoing job oriented courses like computer education, Nursing and paramedical testing under PMKY, Sangarddy.

We have a vibrant NSS and NCC units actively directing the students in environmental awareness service orientation and social consciousness. The discipline and commitment, the expected specific outcome as expected, can be identified by their approach and attitude.

The attainment of outcome of certificate courses are measured by conducting a skill test and showcase of the creativity. After the assessment the certificates are issued to the successful students.

2.6.3 Average pass percentage of Students during last five years

Response: 61.05

2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
61	76	75	66	69

2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
84	96	129	115	182

File Description	Document
Institutional data in prescribed format	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 13.85

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	03	03	03

3.1.2.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
13	13	13	13	13

File Description	Document
Supporting document from Funding Agency	View Document
Institutional data in prescribed format	View Document
Paste link to funding agency website	View Document

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 3

3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	1	1	0

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document

3.2 Research Publications and Awards

3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

Response: 0.71

3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
6	4	2	0	0

File Description	Document
Institutional data in prescribed format	View Document

3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**Response:** 0.76**3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	5	5	0	0

File Description	Document
Institutional data in prescribed format	View Document

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 last five years.****Response:**

Govrnt degree college for women sangareddy believes in learning by doing. Donation, and awareness programs on HIV-AIDS, Plastic Free Campus, World Water Day, Haritha Haram, Swachha Pakhwada, Swachhta-hi-Seva, Daan Utsav, National Unity Day, National Educational Day, Swachha Kalashala, National Girl Child Day, Savithri Bai Phule Jayanthi, Dental check-up and an awareness program by the SHE TEAMS.

Every year the NSS Programme Officer identifies a nearby village and plans to camp there to create awareness about the issues identified in the village. The volunteers camp in the village and visit every house in the morning and create awareness on different issues like health, hygiene, girl child education and gender equality etc. As they conduct these programs, they also lean so many things like sharing, cooperating, and understanding not only the needs of their fellow volunteers but also the needs of the community and they will learn how to fulfill them. They also lean to lead a bias-free life. They learn to communicate with people, share their opinions and seek necessary information and learn to face the challenges and make themselves adjustable to the new environment and to the new conditions. When they participate in all these programs and activities they understand the importance of a community and the role it plays in everybody's life and will understand their responsibility towards the community.

In addition to these activities, the NCC cadets, NSS volunteers and other students of our institution actively participate in the rallies organized by the college to create awareness about HIV- AIDS, Haritha Haram, Women Harassment, Anti-Corruption, Women Literacy, Consumer Awareness, National Voters Day, and Demonetization. They also take part in the programmes related to Health and Hygiene and help the community by providing them suggestions and preventive measures to be taken to have good health and the importance of living a healthy and hygienic life.

File Description	Document
Paste link for additional information	View Document

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.3.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 85

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., year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
27	21	19	13	5

File Description	Document
Reports of the event organized	View Document
Institutional data in prescribed format	View Document

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last

five years

Response: 33.66

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., year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
102	128	128	168	172

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document

3.4 Collaboration

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

Response: 5

3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	01	01	01

File Description	Document
Institutional data in prescribed format	View Document

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 12

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

2020-21	2019-20	2018-19	2017-18	2016-17
4	3	2	2	1

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document
e-Copies of the MoUs with institution./ industry/ corporate houses	View Document

NAAC

Criterion 4 - 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.

Response:

The college was established in 1981 with Bachelors course in arts with seven girl students. Initially, eight rooms were constructed in the college. it has been endowed with an area of 9 acres of land centrally located in the town of Sangareddy to meet the educational requirements of the girl students in the town. Then after the introduction of Urdu medium, a new block with six rooms has been established. Recently BHEL has constructed Science Block under CSR funding with seven rooms in which Science laboratories were established. Now to conduct Curricular and Co-Curricular activities the institution has 21 lecture halls. All the lecture halls are properly illuminated and furnished with good ventilation.

Sufficient number of permanent dual desks, study chairs are available for the students. All the lecture halls are provided with green glass boards/ black boards, fans, tube lights. There are two OHPs in the Botany and Zoology departments. Three lecture halls are provided with LCD projectors for presentations through ICT. There are three interactive boards in the college. A virtual Classroom was established in the college during the academic year 2020-21 to enable the students to interact with the teachers outside the campus. An internet connection is provided in the campus with a speed of 50MBPS.

The college has well established laboratories in the Departments of Physics, Chemistry, Botany, Zoology, Commerce and Computer Science to provide hands on experience on scientific instruments. There are two TSKC laboratories each having a capacity to accommodate thirty students at a time. There are eighty computers in good condition available for curricular activities. All these labs have required equipment as per the syllabus revised by the Osmania University 2019.

The college has an auditorium which can accommodate five hundred students to conduct co-curricular activities.

College has a spacious library having separate sections for text books and reference books. There are 15600 reference and text books with 7400 titles in the Library. The Library has subscribed four local news papers (Three Telugu & one Urdu) and Eight magazines. The Library is partially automated with Soul (2.0) software. The staff are enrolled for N-list by the INFLIBINET. The Library is open for the staff and students from 8 AM to 5.30PM on all working days. The college Library is provided with a digital Library facility with a high grade internet connectivity to the staff and students.

The college has a well organized examination branch having of fully automated photocopying machine, computer with internet connection to undertake the exam related work without any hindrance. Well-furnished store room is there for preserving the important records.

The MLA of Sangareddy, Sri.Jayaprakash Reddy has donated NCC 50 Full Uniforms and one almirah worth Rs100000/-. In the Academic Year 2020-21 BHEL has donated forty dual desks for the students.

File Description	Document
Paste link for additional information	View Document

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

Response:

Health is wealth and a healthy mind is in a healthy body. Following the saying the college provides facilities to maintain physical health of the students. The college has well equipped physical education department with an established gymnasium. The gymnasium is open for the students from 9 AM in the morning to 5.30 PM in the evening. It is maintained by the office Subordinate who maintains the record of the users. Recently, physical education department has started HAPPY WALK practice of walk for health programme.

The department has all the necessary materials pertaining to the games and sports. As the college has 9 acres of land, sufficient open space is available for the students to play. Games like kabaddi, Volley ball, Tennekoit, Throw Ball can be played by the students in the campus without any hindrance. A Shuttle court is also available, where the teachers also play in the evening time. Indoor games like Carroms, Chess, table tennis are procured by the college. Our college students participated and won prizes at district, university level Games and sports competitions under Yuvatarangam.

An Indoor Stadium is under construction with financial assistance from UGC.

Our college students participated and won the prizes at district, University, level Games and sports competitions under Yuvatarangam.

Cultural activities are conducted state wide by the CCE every year under Yuvatarangam in addition to the college level competitions conducted in various events like Singing(patriotic and folk), Dance, Mime, Monoaction, Mimicry, Painting, Pictionary, Cartooning etc. A spacious auditorium is available in the campus for conducting co-curricular and extra-curricular activities.

International Yoga Day is celebrated in the college on 21st of June every year.

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 35.71

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 05

File Description	Document
Institutional data in prescribed format(Data template)	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 2080

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
6.11	4.2	3.64	287	6.377

File Description	Document
Upload audited utilization statements	View Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.2 Library as a Learning Resource

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

Response:

Library is an integral part of learning resources. Our College library is well established with a good collection of books and journals. It is located in a big hall with dimensions of 30X40 feet in the ground floor of new block. It is situated in a corner of the floor having good ventilation and provides a calm and serene atmosphere for study.

The library is partially automated with SOUL 2.0 and upgraded to SOUL 3.0 in the year 2021. Students and the staff are provided with bar coded library cards for borrowing books. The circulation, cataloguing of books is done using the SOUL software. The Library provides a high speed internet connection for the students to access with a speed of 50 MBPS. Students are allowed to download and take print outs of the material. An annual subscription is paid for INFLIBNET- N-LIST. It facilitates remote access to e-journals, e-books that are enlisted in INFLIBNET. The students and staff also get an access to the e-resources like Sodhsindhu. Four of the faculty members have registered in NDLI.

The college has procured fifteen computers in the digital library. All the computers are connected with

LAN. Students and staff can access internet, download material, attempt on line tests, Videos in You tube and other e-learning resources in the Library.

File Description	Document
Paste link for Additional Information	View Document

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: B. Any 3 of the above

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0.75

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

2020-21	2019-20	2018-19	2017-18	2016-17
0.059	0.059	00	1.16	2.48

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Audited statements of accounts	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for

online access) during the last completed academic year

Response: 8.89

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

Response: 32

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

There are 80 computers in the college. All the systems are updated with the windows 10. The maintenance of the computers are taken care by the individual departments with the help of the computer science faculty and the TSKC Mentor. The annual maintenance is done by an external agency at Sangareddy the latest software and antivirus software are loaded when ever required.

A high speed internet connection is provided in the campus for the students and staff. The college is using internet connections of BSLN as well as sham internet, a local service provider in all the departments, exam branch, Library and office. The band width of the wifi was 10 MBPS but now it is 50 MBPS in all the departments. In addition to that, Library software has been upgraded with SOUL 3.0 software.

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 4:1

File Description	Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: B. 30 MBPS – 50 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**Response:** 100**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
6.11	4.2	3.64	2.87	6.377

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document
Audited statements of accounts	View Document

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.**Response:**

The building and furniture committee takes care of the development and maintenance of the college infrastructure. Every year at the end of the academic year, the committee does the physical verification of the furniture regarding the breakages and damages taken place in them. A report will be prepared by them and submitted to the principal for necessary action.

The equipment such as water purifiers, air- conditioners, invertors, UPS, Desktops, and other equipment are normally maintained by the departments concerned and office staff, if any major problems arises in these equipments are rectified by the agencies to whom the AMC is given.

Office subordinates are allotted duties to keep the campus clean and tidy which will be monitored by the Office in-Charge. The college has taken all the safety measures and precautions regarding the electric appliances and other electronic devices present in the college. To avoid the electrical fluctuations and short circuits, the power boards are given proper earthing. All the measures are taken to avoid the frequent drips in the power supply.

The laboratory equipment are required for the labs and other departments are purchased by following the statutory procedures and are maintained in good condition under the supervision of the lab in-charges. The agency to which AMCs are given will also take care of the instruments. All the equipment are maintained in the college following Standard Operating Procedures.

Computers are updated once in every year by the computer Science faculty and TSKC mentor with the help of the external agencies. The books in the library are purchased in the budget allotted. The spoiled and damaged books are removed by entering in the register after the approval of the Library committee.

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 66.45

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
122	275	277	346	376

File Description

Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Institutional data in prescribed format

[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description

Document

Institutional data in prescribed format

[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)

4. ICT/computing skills**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**Response:** 19.63**5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
73	81	60	70	120

File Description	Document
Institutional data in prescribed format	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

- 1. Implementation of guidelines of statutory/regulatory bodies**
- 2. Organisation wide awareness and undertakings on policies with zero tolerance**
- 3. Mechanisms for submission of online/offline students' grievances**
- 4. Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 6.12

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
14	7	1	4	6

File Description

Document

Self attested list of students placed

[View Document](#)

Institutional data in prescribed format

[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 51.69

5.2.2.1 Number of outgoing student progressing to higher education.

Response: 46

File Description

Document

Upload supporting data for student/alumni

[View Document](#)

Institutional data in prescribed format

[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 40

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) year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	1	0	1

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	01	1	0	1

File Description	Document
Upload supporting data for the same	View Document
Institutional data in prescribed format	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

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) year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

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)

Response:

Government college for women sangareddy has been striving hard to develop student. The Principal of the College constituted students council with a faculty member as the coordinator and two teachers as members two student representatives from each class as members. The committee conducts meetings to discuss academic and administrative strategies and the resolutions are communicated to the students. Any

curricular, co-curricular or extra- curricular activity initiated by the college starting with the date and arrangements to be made are discussed and a route map is chalked out in the meetings.

The proposals on the basic amenities in the college and their maintenance are collected from the stake holders and action is taken immediately and brought to the notice of the higher authorities.

The students are nominated as the members in various curricular, co- curricular and extracurricular and administrative committees constituted by the college. Students are made a part of the discussions and decisions made by the committees and hence in the college administration.

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 42.8

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

2020-21	2019-20	2018-19	2017-18	2016-17
31	71	25	14	73

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document

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

Response:

The college alumni association was registered in July 2020 on the occasion of the 40 th year of college inception. Smt. Krishna Priya, Assistant professor history, is the first secretary of the alumni association of GDCW Sangareddy. Many of the alumni registered are working in education department, police department, public and private sector banks and other government and private organizations. Some of them are practicing lawyers and actively involved in the social activities. The Alumni association made a significant contribution in the development of the institution. The members regularly meet to discuss the measures to be taken for the development of the institution.

Smt Anuradha, an advocate who is an alumni of the college has been a member of the CPDC of GDCW Sangareddy for the past ten years. She is working hard to improve infrastructure and to look after the

welfare of the students.

The alumni of the institution came forward to teach the students when the vacancies arise due to transfer or when the teachers are on long leave. Ms Hashmath Begum, an alumni of the college, who passed out in the year 2016, made her valuable contribution, by teaching Political Science to Urdu medium B.A Students in the academic year 2019-20, when the faculty was transferred as Director, Urdu Academy, Hyderabad. The students are very happy with her services and it was really an inspiration to all others.

In 2020, when physical classes were started after Covid 19 pandemic lock down, the association helped the institution in sanitizing the campus. Also they have donated sanitizer stand along with a sanitizer bottle worth Rs 1200/- to maintain hygiene in the campus.

Further the alumni of the institution are keen in providing guidance to the students to pursue their higher education. The efforts of the secretary and other members in procuring books and study material resulted in the acquiring books for the library. the aspirants are benefitted with the studymaterial and other related books for competitive and other examinations.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

Criterion 6 - 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

Response:

This college from the date of its inception is working on a mission of holistic development of the students with a vision as follows-

Vision

To empower our students with skill oriented, value based education to transform them into complete human beings with social consciousness and to make them successful entrepreneurs.

Mission

1. Build confidence among the students.
2. Improve communication skills.
3. Enhance competitive spirit.
4. Inculcate values.
5. Turn them to be compassionate and empathetic.
6. Equip with them with practicable and useful skills.

All the staff of the college at various levels have the competencies and potential to accomplish the vision of the institution. The principal with her dynamic leadership and sincere efforts facilitate the stakeholders to reach the targeted goals.

To achieve the specific objectives, various committees are formed with the teaching and non teaching staff as members. Every committee exercises on the targets and means to achieve them. Regular inputs are taken by the principal from faculty and staff through monthly meetings for continuous improvements in the system.

Most of the students admitted in our college are from economically under privileged background and first generation learners. Knowing this fact all the departments of the college actively conducts various programs to develop confidence in them. Skill development courses like mehandi design and tauloring are designed to help them to be employed and support their family immediately after graduation. Commerce department and EDC cell of the college organize fete every year to inculcate the enterpreneural skills. OUR college is in collaboration with TSKC - TASK and conducts activities to develop communication skills and personality development. A job drive was conducted in association with ICICI in our college where seven students are placed. In addition to that various competitions are conducted in college level in sports cultural and cocurricular activities to build confidence.

Women Empowerment cell concentrates on creating awareness in gender issues and motivational talks to

motivate the girls to understand their rights and responsibilities. They also help the students conducting counselling sessions to find solutions to the problems in their personal life. NSS and NCC wings of the college are very active in motivating the students to help the community.

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

Response:

The college is practicing the decentralized and participative management system for improving the quality of education and the effective implementation of academic and administrative programs. The Principal is the sole authority of the institution. Though she is the administrative head of the institution the charges are distributed among the staff for effective implementation of the plans of the top level management. The Official administrative matters are assigned to the non teaching staff and are monitored by senior assistant. She, in turn reports the same to the principal.

The college organizes various Curricular, co-curricular and extra curricular activities every year which are intended for the overall development of the student. The contribution of the staff in the smooth conduct of the events is inevitable. Every committee fulfill the responsibilities with ease and interest with the help of the students. The staff and students always stand by the principal in facing the challenges in implementing the plans and policies of the institution.

IQAC is a significant Quality implementation body that is responsible for all quality matters. IQAC maintains institution's quality standards in teaching, learning and evaluation. Academic guidance cell coordinates all the academic activities, admission process, prepare the academic calendar and plan the academic activities of the institution and coordination with University. Along with the IQAC, the Academic guidance cell conducts the internal academic audit. Examination mechanism in the college is taken care by examination cell. The cell is vigilant in preparing the examination schedules, preparation of time tables, admit cards and issues related. It also analyses the results and maintains the records systematically. CPDC take care of community participation in the college development, mobilising public contribution for the development of college.

Students an active role in curricular and extracurricular activities, and social services. The institution promotes a culture of participative Management by involving the staff and students in various activities. There are different cells such as cultural club, women empowerment cell, TSKC, NSS, NCC, library, sports etc. for student support in the progress. Institution constituted Anti ragging committee, Grievance redressal committee, disciplinary committee, scholarships committee. Student counselling cell etc. All The committees play a significant role in smooth functioning of the college. These are led and managed by committee conveners and members. At the end of the academic year all the committees present their report and discuss future course of action in staff Council.

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Our college Principal and IQAC prepares strategic plan and implement it with commitment. All the faculty also cooperate in all endeavours of the college. With the relentless efforts of the principal and staff, a few remarkable developments were reported during the current assessment period.

Our college has been certified by ISO in the year 2019-20 and also participated in NIRF. Five teaching posts were sanctioned in science departments namely, Botany, Chemistry Mathematics, Physics and Zoology in 2018-19 academic year and four regular teachers were appointed by transfer.

Five of the teaching faculty are pursuing Ph.D. in various universities across the Telangana State. Two teachers are appointed as research supervisors by Osmania University. Six teachers published research articles in peer reviewed journals. Four of the faculty members are actively involved in the publication and editing of text and reference books. Many of the teachers attended Seminars/ Workshops and presented papers. All the faculty members attended refresher course, orientation course, and other FDPs to upgrade themselves with latest developments in the area of their interest. During Pandemic many teachers attended short term courses on MOOCS platform.

Two Workshops, one in the State level and another in National level were conducted on higher education and issues of Dalits and minorities respectively. One National level seminar was organized on contribution of women writers.

Students of Department of Political science presented their research project in state level Jignasa study project competition under the guidance of the senior faculty Dr. Mohammed Ghouse. A job drive was conducted by ICICI in 2020-21 in which seven candidates were selected and appointed.

Renovation of old block and construction of two class rooms has been initiated with funds sanctioned by the commissioner of Colleeate education, Telangana. A Virtual class room was installed in the campus in addition to the ICT tools available in the campus. We received Uniforms for the NCC Cadets from the honourable MLA, Sangareddy. Also BHEL has donated 40 dual desks and almirah under the CSR funds.

File Description	Document
Strategic Plan and deployment documents on the website	View Document

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.

Response:

Our college was established under Government of Telangana. The policies, service rules, procedures for recruitments, promotions and transfers are framed by the Council of Higher Education, Government of Telangana and all these are implemented through the Commissioner of Collegiate Education, T.S Hyderabad. The appointments are done in two ways for the teaching faculty by, Departmental Promotion Committee and Direct recruitment. The performance of the faculty is assessed every year by measuring

the annual performance indicators by IQAC of the college. Teachers are promoted to the next levels after a time interval suggested by UGC on satisfying the eligibility criteria and API Score. The promotion to Associate Professor cadre is done through an interview. Non teaching staff are appointed by TSPSC through a proper selection process. They are promoted to the next levels after completing the stipulated period of service. The service rules of all the employees are governed by the Telangana state government. During their service all the employees are provided with the facilities as admissible for the cadre. All the grievances related to service and conduct in the institution are taken care by the staff council headed by the Principal.

In the institution the Principal, is the head of academics and administration. He is assisted by the Vice Principal, in the regular duties in maintaining the college. Staff council, Academic and Administrative units function as per the guidelines of the CCE. There are special cells for SC,ST and Minority. They monitor the issues related to scholarships and other grievance arising in the Campus.

There are four main units in the college under which the various committees are framed

ACDEMEMIC UNITS:

This unit monitors Admissions,Academics,Time-Table preparation, examinations,library, research and maintaining discipline in the college.

IQAC UNITS:

This unit consists of UGC and frames the policies of the institution and guides the teachers in maintain the quality of teaching and learning.

EXTENSION UNITS:

This unit is associated with NCC, NSS, Eco-Club, Health Club Women Empowerment Cell, Games and Sports, TSKC, MOOCS, Library, Student council, grievance redressal and career guidance. This provides the back support for the overall development of the students.

ADMISTRATIVE UNITS:

This unit is operative to maintain office records, infrastructure,welfare schemes for the students and staff.

File Description	Document
Link to Organogram of the Institution webpage	View Document
Paste link for additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Institutional data in prescribed format(Data template)	View Document
ERP (Enterprise Resource Planning) Document	View Document

6.3 Faculty Empowerment Strategies**6.3.1 The institution has effective welfare measures for teaching and non-teaching staff**

Response:

As ours is a government institution, all the service rules of the State Government are applicable to the staff. The employees are eligible to avail all the welfare schemes provided by the State Government. The following welfare schemes are implemented in the institution

General Provident Fund (GPF) /CPS

Medical Reimbursement facility

Group Insurance Scheme (GIS)

Leave Travel Concession (LTC)

Child Care Leave

Festival Advance

TSGLI

TS SP Increment

Additional increments for higher qualifications.

As all the schemes are implemented to all without any bias and discrimination, the staff are very happy

and grateful to the Commissioner and the Principal of the college. For non- teaching staff, the annual grade increment is provided every year and they are eligible for promotion to the higher cadre after two years of service in the present cadre.

For teaching staff the increments and the promotion is taken up according to the existing rules under the supervision of the Commissioner, Collegiate Education.

Apart from the schemes available in the service rules, our college has a staff club which is active under the guidance of the Principal. The staff club is maintained by one of the senior faculty as secretary , who is assisted by a non- teaching staff member to maintain records. The club organizes felicitation programmes for the staff on their academic and service achievements and arranges get together programmes to inculcate cordial relation among staff and instil a good work culture.

Further, a staff mutual benefit fund is collected by the club. All the teaching staff contribute 300/- and non-teaching staff 100/- per month and spend the amount for the welfare of the staff. The fund is utilized to help the staff in need in providing interest free hand loan. A part of the fund is also utilized in celebration of auspicious occasions like welcome and retirement functions and weddings of the children etc.

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

Response: 11.43

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

2020-21	2019-20	2018-19	2017-18	2016-17
8	0	0	0	0

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	2	2	2

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 36.08

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

2020-21	2019-20	2018-19	2017-18	2016-17
12	3	7	4	3

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View Document
Institutional data in prescribed format(Data template)	View Document

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

Response:

Recognition of the services rendered by the employee and the appraisal is an important component of the service. A Systematic appraisal mechanism is adopted by the institution following the existing rules and regulations. Different appraisal process is adopted for teaching and non- teaching staff. Every year at the end of the academic year, teaching staff submit self - appraisal report in the Proforma prescribed by the UGC for college teachers. They are collected and verified by the IQAC and submitted to the Principal. Then the principal evaluates and gives the score with utmost care and confidentiality. The same score is considered for the Career Advancement.

For non-teaching staff the performance is monitored regularly and a confidential report is sent to the Regional Joint Director. Promotion or advancement to the senior scale is awarded once in every six years

based on the report from the principal.

In addition to this, feedback is collected once in an year from the students on various criteria and analysed by IQAC. The feedback is analysed and documented for further course of action. Every year the government of Telangana calls for nominations for Best Teacher and Best Employee through CCETS. The nominations are sent by the individual through proper Channel to the District Resource Centre. Then the nominations are scrutinized at district level and the best performer is selected and nominated to the state level. The state level committee selects the best teacher and the awardees are felicitated. Thus all the services rendered by the staff are well recognized and rewarded.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

In our institution at the end of every academic year internal financial audit is conducted by the team consisting of the principal, office superintendent and special fee committee. They verify all the financial records such as fee collection records, purchases, other expenditure incurred by the college during the academic year and maintenance of records. From 2019-20 onwards all the official office records, cash books are maintained online through CAIMS modules.

As it is a government college the external audit will be done by the Regional Joint Director of Collegiate Education or department of Auditor General- Hyderabad. The latest audit was done by the RJD officials in the academic year 2019-20. For the year 2020-21 CCE appointed KALP & Associates, Hyderabad for financial audit. The associates made certain recommendations for the proper maintenance of records. All the remarks are rectified by the college management in the subsequent financial year. Thus a transparent financial management is functional in the college.

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

Response: 1

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The major financial resources of our institution are

- 1.State government budget released in four quarters.
- 2.UGC Budget.
- 3.Special fee collected from the students.
- 4.Additional special fee collected from the students who joined in the restructured courses

These funds are utilised to meet the academic needs and towards the maintenance of the institutional infrastructure. The salaries of all the regular and contract employees are paid by the State Government through treasury. The honorarium for the Guest Faculty, TSKC Mentor, and outsourcing employees are paid from CCE Budget. The payment of Scavenger is met from the fee collected from restructured (self-finance) courses. The regular expenditure of the college is met either from special fee or Additional special fee (Restructured courses fee). The Power Charges, telephone, internet charges and water bill, TA&DA, Postal stamps all are paid from the government budget. The Purchases of equipment, chemicals and other machinery are made from the government budget or UGC budget. Apart from this Commissioner, Collegiate Education sanctions the funds for the infrastructure augmentation. We received grants for the renovation and construction of class rooms in the college campus lately.

In addition to the funds allotted by the government, we also approach the local philanthropists and other district officials for donations to improve infrastructure facilities. Local MLA and the district officials have contributed to the college to improve the infrastructure.

Shri. Jaya Prakash Reddy, MLA Sangareddy has provided 100 full uniforms and an almirah to the NCC unit of the college. With the efforts of the principal, an RO plant has been sanctioned by the honourable District Collector, Sri Hanumantha Rao to solve the drinking water crisis in the college. A municipal water connection was also sanctioned to the college to meet the water demand. A high mast light and night watchman are also provided to the college for the protection of the girl students in the hostel.

BHEL has provided our college with dual desks and an almirah. We approached corporate companies around Sangareddy for financial assistance under CSR schemes. A few of them responded positively and assured us to help in the coming academic years.

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

Response:

Quality enhancement in the institution is a continuous process. The IQAC plays a pivotal role in the design of strategies and its effective implementation to ensure the quality of the institution. It monitors all the activities of the institution that help for the all-round development of the student including curriculum development, planning and its execution. The following are a few contributions of IQAC during the assessment period.

IQAC of the college is always working to strengthen the teaching learning process and to make more learner centric. Teachers are advised to use ICT tools for effective communication and equip them with the latest developments in the area of their interest. Four of the class rooms are provided with LCD projectors and a virtual class room are available for the teachers.

Seven add on / certificate courses and value added courses are conducted by various departments. IQAC motivated the teachers to conduct various co-curricular activities that include, student seminars, group discussions, Quizzes etc. To bring out the hidden talent students are motivated to participate in various cultural and sports events in college and university level competitions. To arouse the research interest in the students Jignasa study projects are conducted every year.

With initiation of IQAC various clubs of the institution conducted orientation programmes on human values, social consciousness environmental sustainability, personality development and gender issues. All the national and international days of importance are celebrated in the institution to instil the patriotism and communal harmony.

IQAC initiates Faculty Forums to discuss various current topics to enlighten and understand the administrative and academic developments. In addition to that IQAC conducted a few orientation and short term training programmes for teaching and nonteaching staff. The staff are trained in office administration, e-office, CAIMS, DOST for student admissions, e-pass sites for scholarships. The teachers are encouraged to participate in refresher courses and faculty induction programmes conducted by various universities on research methodology and various disciplines. Two workshops and a national seminar are conducted in the college as a result of the coordination from the IQAC.

IQAC took utmost care in designing of feedback on various aspects like, teaching learning, physical facilities, mentoring etc. The feed back is collected from the students, parents, alumni and teachers and analysed with utmost care. The under performing teachers are guided for improvement. To ensure the quality internal academic audit was conducted every year and measures are taken for improvement.

File Description	Document
Paste link for additional information	View Document

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

Government Degree College for Women Sangareddy was established in 1981. Our college is accredited with B grade by NAAC for the first time in 2008. Now we are progressing for the third cycle of accreditation. The IQAC was constituted in 2010 and from the date of its inception it was functioning according to the goals and objectives of the institution. Preparation of academic plan and its execution is taken care by the IQAC. The IQAC has a structured system for review and assessment of teaching learning process and learning outcomes followed in the institution. The committee conducts meetings regularly to review and adopt innovative methods for the welfare of the students. The teachers are encouraged to adopt student centric methods for effective learning. For the better appreciation of the concept, problem solving methods, case studies, field visits and study projects are undertaken. ICT based methodologies are adopted to enhance and optimize the delivery of the content.

Every year feedback is collected on curriculum and teaching methodology from students, teachers, parents and alumni and analyzed. The teaching methodologies are adopted based on the analysis. Remedial classes for slow learners, study hours, add on courses are introduced as a result of the efforts of the quality assurance cell. Specific programme outcomes and course outcomes are assessed by the result analysis and progression of the students. Add-on/ Certificate courses are designed to cater the needs of the students.

The first cycle of accreditation was completed in 2008. Then the college was offering Bachelors courses in Arts and Commerce only, later in 2009 B.Sc was introduced. In 2016 Choice Based Credit system was introduced by the university in which the students are allowed to choose an elective course from the option given. Skill development courses are also introduced to encourage the skill based education with field visits and projects. During the academic year 2019-20 syllabus was revised by the university and 20 percentage of the syllabus was changed and project work was introduced in the VI semester.

In the college one certificate course and one self- finance course are offered in 2006.

Admissions were done at college level following reservation policy of the state government. In 2016-17 DOST on line admission portal was started by Telangana Higher Education Council. The students are allotted to the colleges by DOST in centralized admission process with a greater transparency.

Conventional class room chalk and talk method was followed before 2012. Use of ICT based learning tools have changed the learning process more towards student centric. Now incorporation of interactive methods like problem solving method, field trips and field projects, seminars etc. transformed the teaching process more outcome based. Further, continuous internal evaluation system reformed the evaluation process. The slow learners are identified and remedial classes are conducted to rectify the shortcomings and to encourage them to get the required outcome. In 2019-20 spoken Tutorials by IIT Bombay were introduced. Students are registered and completed the courses online and got certificates.

Student participation in co-curricular and extracurricular activities and outreach programmes was increased considerably in the third cycle of accreditation. NCC, NSS and women Empowerment Cell organize various awareness programmes to educate the students. Students received cash awards in the

nation wide examination conducted by National legal rights Commission for women in 2017 and 2018. NCC Cadets of the college passed in the B Certification examination and participated in weapon training camp at Sangareddy in 2018-19 and 2019-20. Student progression to higher education and placements are improved. Three job drives were conducted in 2016, 2017 and 2020 in which 25 students were placed. Also there are nine functional MOUs by which students are trained in personality development and communication skills. A book club was started for the benefit of poor students in the second cycle which is functional now. Anti-ragging cell, internal complaints committees were constituted in the second assessment period.

In the first cycle of accreditation there were three teachers with Doctoral degrees, three teachers with M.Phil and four were post graduates. Now the number of teachers with Ph.D degree in the current accreditation period is increase to nine. Five science faculty positions on contract were sanctioned in 2009. Later in 2018 they are converted to regular positions. Now there are fourteen fulltime teachers working in the institution.

The teachers are encouraged to participate in refresher and faculty development courses for their career advancement and to upgrade their knowledge. In 2020-21 academic year all the fourteen teachers participated in a training programme on ICT tools in higher education. All the faculty incorporate them in their teaching methodology and also maintain you tube channels to share video lectures to the students. During Covid 19 Pandemic lock down these lectures were of great help to the students. The number of publications is increased remarkably during the current assessment period. There are 12 publications in reputed journals and more than 15 books or chapters published during 2016-2021. There were three on going research projects till 2017-18 academic year.

Vipani and Communications skills day are the two best practices of the institution where the students are allowed to showcase their entrepreneurial and communication skills. The number of participants was increased during the current assessment period. In addition to that, a few practices are followed by all the departments like ban on plastics, field visits, maintaining museums, herbal garden, happy walk etc.

The college has adequate infrastructure facilities for the students. In the first accreditation period only nine class rooms were there they are increased to 14. and two language labs are installed. In the current assessment period, CCE has sanctioned funds for the renovation of old block and construction of two new class rooms. An RO water unit was sanctioned by the honorable district collector. The number of computers available to the students is increased to 125 and a broad band connection with 50 MBPS is provided to the students. A virtual class room was installed in the campus. The library is partially automated with SOUL 3.0.

6.5.3 Quality assurance initiatives of the institution include:

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2. Collaborative quality initiatives with other institution(s)**
- 3. Participation in NIRF**
- 4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document
Paste web link of Annual reports of Institution	View Document

NAAC

Criterion 7 - 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 last five years.

Response:

The society in the olden days treated women as weaker sex and confined them to the household activities and never allowed them to move equally with men. But many women in the modern society are coming forward and performing on par with men. Even then the male domination is persisting specially in the lower strata of the society. Government and many NGOs are working relentlessly to abolish the gender discrimination prevailing in the community. Being a women's college, we are keen in sensitizing the students in the gender issues.

Osmania University has prescribed the Gender Sensitization as part of the curriculum. Regular classes are conducted in the college and it was mandatory to qualify in the course for the award of degree.

Every year SHE TEAMS from Telangana State Police department were invited to the college to sensitize the students and motivate them to fight against the atrocities and other related women issues. In 2018-19 Smt Vijaya Lakshmi, CI, Women Police station, Sangareddy, has visited the college to explain the process of counseling from the she teams.

An awareness programme on Contemporary gender issues by Dr.Raju, Andhra Layola College,Vijayawada was conducted in 2018-19

Every year, on the occasion of the Girl Child Day/ Womens day, Legal awareness programmes are conducted. District Civil Judges, and other reputed lawyers from Sangareddy are invited to the college, to speak on the legal issues faced by the women. Justice Bhavani Visits our college once every year to explain the legal rights and responsibilities of women.

In the Year 2020-21 our college met an MOU with My Choices Foundation,an NGO, working for the girl education and gender issues. They conducted more than twenty awareness programmes online in the year 2020-21. As our college is a Women's College, we are committed for the all round development of the students by working for the gender equity to establish equality in the society.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document
Annual gender sensitization action plan	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

The Unwanted solid material generated from residential/ commercial areas is termed as solid waste. If not managed properly it may lead to soil, air, water pollution and may affect the flora of the campus or general health of staff and students of the college. The disposal of solid waste is a big challenge due to increasing population. With the implementation of the E-governance, in the college, e- waste has become a major point of concern as it is hazardous to the environment. Special measures are needed for the disposal to minimize its impact. Our college has yet to prepare a policy for the management of the waste in the campus. Currently a few measures are taken as follows-

Solid Waste Management

The degradable sources of solid waste in the college campus are plant wastes, wastes from form science laboratories paper wastes from office. The fall off from trees and other waste collected is used as raw material for preparing the compost. They are taken to a dump at the back of the college in a pit. The pit is about two feet deep and four feet long. The paper and dried leaves in the pit are covered with thin layer of soil. Then the pit is covered with a wooden board and left for a few days. The prepared compost is used for the plants in the campus to enrich the soil quality.

The plastic waste is a major source of pollution as it is not easily degraded. Hence following the saying Prevention is better, the use of polythene bags inside the campus is strictly prohibited. Anyone who is dumping the plastic bags with thickness less than 20microns are imposed to go round the campus to pick

all the plastic wrappers and keep them in the dust bins to make them realize their role in the environmental protection. The empty bottles from chemistry lab are buried in the soil and plastic storage bottles are sent to recycling units.

Dust bins are arranged in the class rooms, corridors, toilets and other places in the campus. Students are instructed to use them without fail to keep the campus clean. Class representatives monitor the entire activity and report the NSS program officer for further action. Incinerators for burning pads and nappy vending machine are installed in toilets for students and staff.

Liquid Waste Management

The waste water coming from the purified drinking water filter unit is connected to the water harvesting pit and used to water the plants. The waste water from the municipal tap is utilized to water the plants near the office. No separate treatment facilities are available for treatment of waste water from toilets and laboratories.

E- Waste Management

A committee is formed at college level for the disposal of e-waste as per the instruction of the CCE. The committee members attended a meeting to discuss and prepare course of action and identified the spoiled computers, copier machines unused batteries etc. and decided to follow the guideline of the CCETS.

File Description	Document
Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document

7.1.5 Green campus initiatives include:

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

Response: Any 4 or All of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Disabled-friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. 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

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View Document
Geotagged photographs / videos of the facilities	View Document

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 500 words).

Response:

Our institute always believes in the communal harmony and national integration. All the students are treated with care and affection with out any discrimination. The students admitted in the college represent different culture and religion and many of them are from poor socio economic background. All the programmes initiated in the campus provide equal opportunities leading to an inclusive environment. They are taught to respect one another and maintain cordial relationship. We conduct rallies to promote unity in diversity. We celebrate all the festivals with the same spirit. Eid Milap is celebrated by the Urdu medium students. On that day they invite all the college students and staff and celebrate Eid. Ganesh chaturthi, and Sankranthi are celebrated with the same temper. On that day clay idol of Ganesha is made and distributed. On the occasion of Sankranthi students prepare colourful Rangoli. All the students irrespective of their caste and culture participate in Bathukamma preparation and celebration with ease and enthusiasm. Our institute always prioritizes scheduling the programmes which provide an inclusive environment. As we believe in harmony and peace among the people from different regions, religions and cultures, our students also follow and respect different cultures ,religions and languages. The institution pays attention and takes good care and balancing every religion, culture and language. The institution has taken many initiatives for promoting tolerance and harmony among the students. As this is a women's college, the students come from diverse cultures and socio economic backgrounds, they make use of the multiple opportunities the institution provides them.

Further, all the institutional committees and departments promote unity in diversity by organizing programmes like NSS special camps in the nearby villages, Fifty volunteers stay in the village for one week. During their stay all the students live together, prepare and share their food. Irrespective of the socioeconomic diversity, all the participants mingle with each other leading to a hormonal tolerance. conducting rallies on social issues, taking up Swatch Bharath programmes, celebrating Women's Equality Day, Bathukamma, Eid Milap,etc. with the help of Cultural and Literary Committee, to encourage togetherness to promote healthy environment to maintain the communal religious and social harmony .The unique blend of different cultures and religions is conspicuously seen in the events like Vipani and Eid-Milap etc. The students of all streams actively take part to celebrate Freshers Day and Farewell Party. The institute takes pride in its religious and communal harmony. On the Annual Day celebrations some of the students dressed up and represented different states of India, Fancy dress competitions and skits to promote religious and linguistic tolerance. The people who attended the programme appreciated the students for their representation of Indian culture and tradition in a beautiful and wonderful way. Whenever the institution takes up any programme, the students from all groups come together and work in harmony.

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Our institute tries to enlighten the students with their responsibilities as citizens of India and to know about their rights and discharge their duties. We always believe in giving holistic and all round development to the student. The department of Political Science, Literary Committee and Women Empowerment Cell and Career Guidance Cell organizes various extension activities that involve the students to realize constitutional values, rights.

The Department of Political Science celebrates Women Equality Day and Voters Day with the members of the staff and students who are above 18 years of age. The students are encouraged to take an oath to elect right candidates as leaders without being influenced by any external factors. The department of Commerce and department of Economics jointly hold consumer club through which programmes on consumer rights are conducted every year under the slogan Jago grahak.

The Literary Committee of the college conducts several programmes which include essay writing, quiz, group discussion and elocution to acquaint the students with the current issues of the community.

The Women Empowerment Cell of the college always takes the initiative to conduct the programs which create awareness among the students like Gender Equality, Legal Rights of Women, Domestic Violence, Health and Hygiene.

The NCC and NSS units of the college enrol students to inculcate social consciousness among the students. They conduct activities with in and outside campus on maintaining greenery, swachata hi seva, girl child abuse, minimising plastic and other hazardous material in the environment and water conservation. Thus all the departments go hand in hand to conduct the awareness programmes in the college.

File Description	Document
Details of activities that inculcate values; necessary to render students in to responsible citizens	View Document

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.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: B. 3 of the above

File Description	Document
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 Document
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

National festivals and birth anniversaries of great leaders revive our spiritual values and deep rooted sentiments. They bestow us a sense of gratitude and above all patriotism instudents. Hence our college believes in nurturing young minds with this. It is a tradition in our college to celebrate all the important events which glorify India's rich and highly appreciated culture. It gives immense pride to tell that the college relentlessly celebrates all the National festivals, birth anniversaries of great stalwarts at National as well as international platform. We believe such glorious events play a crucial role in planting the seed of nationalism and patriotism in these students. As a part of our ideology we celebrate Independence Day, Republic Day and Gandhi Jayanthi with the same enthusiasm. . It enlightens student about these auspicious days and their major role in the country's development. It instills a sense of their responsibility towards the country. The value of integrity and Unity in Diversity is well taught to the students by celebrating these milestones. Needless to say National festivals, the pride of every country and opportunities to thank all the great leaders, revolutionaries and stalwarts for their sagacious stewardship in bringing India at a developing stage. These young budding professional have role models from the historical chapter of national movements which will provide a path of virtuous life.

Elocution, Essay writing and debates are conducted on International Literacy day, Teachers Day and national education day, international mother tongue day to acquire the skills in the mother tongue and to know the importance of literacy.

As our college is a women's college, National Girl Child day, International women's day, Jyothi bai phoolle birth anniversary are celebrated to pay a tribute to the great women personalities all over the world.

Many events like consumer day, voters day , National science day, World Tourism day Ozone Day etc are celebrated to create social awareness and environmental consciousness. International yoga day, AIDS Day, Brest feeding week and many more to the list are organized to enlighten the students as well as society to be healthy and hygienic. These events and activities perform honor these important days curves a niche in students personal development

Our students participate enthusiastically in all the events programs and activities they showcase their talents and also learn a lot through such important mile stone celebrated in our college.

File Description	Document
Geotagged photographs of some of the events	View Document
Any other relevant information	View Document
Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

1) VIPANI(An Entrepreneurship Day)

Entrepreneur skills include various skill sets such as leadership, business management, time management, creative thinking and problem-solving. Many countries facing economic challenges across the globe, it has become important that our institute organized entrepreneurial activity be incorporated by the college. There is a direct relation between entrepreneurial activity and economic development. Entrepreneurs play an important role in bringing up the society in terms of financial and human resources. India being a developing country requires more and more successful young entrepreneurs to meet the growing needs of the country.

Young students have the inevitable power of doing things with great courage and they look out to ditch the corporate rat race. The students of the present generation look out to become their own bosses and aspire to invent new things. It is the responsibility of the education system and the parents to motivate young aspirants to become entrepreneurs. Entrepreneurship made a part of practical education by conducting Vipani in the college as best practice to prepare and develop the skills of students to become an entrepreneur. Entrepreneurship is a way of thinking and it is an approach that identifies new opportunities and solves problems. It is not constrained by the present and finds applicability in the future. It is vital for students to develop **entrepreneurial thinking skills** right from their institutes.

Title - *“VIPANI (FETE) An exhibition cum sale of handicraft items and food items by the students.”*

The Institute is conducting VIPANI an Exhibition and sale of products and services by students since 2012-13, which helps them to develop team work, entrepreneur skills and to earn while learning. It is one of the best practices of the institution. All the departments to participate in this program. For the academic year 2018-19 this program successfully conducted on 27-02-2019. Thos program helps the students to develop team work, leadership, communication, entrepreneurial skills and also helps to earning while learning. Entrepreneurship thinking skills enhances the value of knowledge obtained from various disciplines. It brings out solutions to complex problems by integrating the knowledge gained from their courses. It transforms knowledge into value. Entrepreneurship thinking skills is acquirable, and doing this at the earlier stage will help in mastering it. The more frequently we expose the students to these skills, the more entrepreneurial they become.

Entrepreneurship skills should be developed as life skills rather than an economic activity. Motivating the student to grow with an enterprising spirit, accepting new challenges and finding new opportunities, developing management capability through live projects, motivating and teaching students to overcome the external and internal barriers of entrepreneurship and maximizing the opportunity for experiential learning.

Knowing that entrepreneurship skills are to be inculcated in students, for the betterment of the individual and the society,

Detailed report of which is as follows:

Goal:

- To make the students earn while learning and to make them self-sufficient.
- To impart several entrepreneurial skills.
- To inculcate dignity of labour.
- To bring out innovative ideas and inherent skills of students.
- To inculcate the concept of waste management technique.
- To help inculcate healthy competitive spirit.
- To instill the spirit of start-ups for self-employment.
- To exchange the views about the skills required to be a successful entrepreneur.

Context:

Since the students belong to rural areas and first generation learners they don't have exposure to entrepreneurial skills. Though theoretical knowledge is provided in class they lack practical knowledge. So, such an event provides an opportunity to get them exposed to the practical problems, they need to encounter while dealing with business transactions. Entrepreneurship skills help us to recognize the economic opportunities and act upon them. This includes inner discipline, ability to take risk, being innovative, change-oriented. Technical skills help in producing a successful business product or service. The technical skills that are to be backed up for a **successful entrepreneur** includes operations specific to industry, communications, design, research and development, environmental observation. Management skills are the ones that help in administering the company and helps in day-to-day management of the company. The management skills that are required are planning, decision making, motivation, marketing, finance and selling. These include self-awareness, accountability, creativity and emotional skills.

It does not mean that every individual is to turn into an entrepreneur, but it is essential that each and every individual develops the entrepreneurial skills within, Thus it is vital to build entrepreneurship thinking skills in students.

Practice:

- Prior to the event a Workshop is conducted to exchange ideas relating to various entrepreneurial skills required for marketing of goods and services and to make best use of low cost materials and scrap . Later on one day is allotted for conducting the event.
- Students display and sell many handicraft items and food items prepared by them on that day. Hand bags, Cell pouches, flower vases made with ice cream sticks and many other handicraft items are

exhibited and sold.

- Sorghum (jawar) roti's prepared by them on traditional Chula is the most popular item of the event.
- Mehendi Design and Fancy stores also be provided by students on that day
- In Entertainment Zone students show fun videos song dedications, Dance programs on Challenge. And finally prizes distributes by Department to the winners on the basis of Judgment provided by Judges.

Evidence of success:

- Firstly students cultivate organized way of doing things.
- It enhances competitive spirit; above all it provides them considerable income to meet their expenses.
- Helped in waste management Techniques

Due to lack of permanent stalls or a hall, this event is restricted to one day only. All items need to be arranged in the morning and by evening they have to be removed. If permanent stalls and proper security can be provided it can be continued for two days. Problems encountered:

Impact:

Many students felt that it is a very beneficial program to them. It helped in earning some amount which can be used to meet their academic expenses. They even expressed that with this even they gained and improved necessary entrepreneurial skills and team work. Evidence was based on the feedback and financial statements prepared by them.

On the day of the event student's display and sell following items:

Food zone, Handicraft items, Mehendi Design, Beauty Parlour, Fun Zone and Entertainment Zone.

In the academic year 2016 – 2017, on the theme " Academic Fest" 30 stalls were installed and the turnover was Rs 38,000 with the profit earned of Rs 17,220.

In the academic year 2017 – 2018, on the theme "Fancy and Bangle Store" 28 stalls were installed and the turnover was Rs 30,000 with the profit earned of Rs 12,000.

In the academic year 2018 – 2019, on the theme " Handi creft and Mahandi" 30 stalls were installed and the turnover was Rs 35,800 with the profit earned of Rs 15,480.

In the Academic year 2019-2020 , theme was "Food Fest" , 31 Stalls were installed and the turnover was Rs 36,200 with the profit earned of Rs 15,950.

Due to Pandemic situation in the academic year 2019 – 2020 and 2020- 2021 the programme Vipani was organized on online mode in which the lectures of the economist from Indian School of Business was arranged to develop entrepreneur skills of the students.

Best practice 2:

Communication skills:

Communication skills in English have a very important role in everybody's life whether they are studying or working. As there are different ways to communicate with others, it is mandatory to understand and master all of them. And there is a great demand in every field for the individuals who can communicate well in English. Keeping the demand for people with good communication skills in view, the department of English conducts various activities to enhance the communication skills of the students. And a day is earmarked to showcase the talent and skills of the students by celebrating the "Communication Skills Day" in collaboration with TSKC in the institution every year, wherein the students participate in different activities like JAM, GD's, Role-Play, Skit, Mock Interview etc. Some of the students enthusiastically participate in all the activities and the remaining students curiously watch and observe them and learn the required skills.

Objectives of the programme:

- To instil all four skills i.e Listening, Speaking, Reading and Writing.
- To improve interpersonal skills.
- To develop a positive attitude.
- To build team spirit.
- To inculcate proper etiquette.
- To improve body language.
- To enhance their perception.
- To help them to do the SWOT analysis.

Context: As most of the students come from rural and remote areas and mother tongue as the medium of instruction, have a fear to respond in the classroom. Since a sound knowledge in English speaking has a great demand in every job market, it is required to be good at communicating in English. In addition to the regular syllabus, the students are provided with a specially designed module to enhance their communication skills and a separate schedule is allocated for the classes. During the sessions the students are made to participate in a variety of activities like card games, self introduction, group discussions, role-play, mock interview, JAM etc.

Practice: As all the activities are meticulously planned to cater the needs of slow, average and advanced learners and conducted in an interactive method, the students show interest and enthusiasm and actively participate in the tasks. The essence of the programme is, the teacher acts as a facilitator and the students take care of everything. By taking part in the activities the students not only learn to collaborate, and cooperate with others but also to appreciate others' skill and talent. In addition to this, participation in different activities not only enhances the communication skills of the students but also instills confidence. And the students who are shy and have phobia to share and their views and ideas get inspired and motivated by observing the passionate students and their exceptionally wonderful participation in the tasks.

Impact: After some years of continuous practice, it is observed that there are considerable and appreciable changes in the attitude of the students and there is a significant improvement in their communication skills.

Some key changes:

- Mastered all the four skills i.e. LSRW.
- Enhanced communication skills.
- Became team players.

- Developed proper etiquette.
- Developed good body language.
- Improved conversational skills
- Learnt time management.
- Improved creativity.
- Instilled leadership skills.

File Description	Document
Best practices in the Institutional web site	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Government Degree College for women Sangareddy was started with an objective to provide quality education for the girl students of Sangareddy district. The district Sangareddy is known as the hub of large scale public sector and many private sector industries. So as to live up to such legacy oriented tradition, our institution strives for the excellence of the girl students of the rural as well as remote area. As we have a hostel located in the campus, provides a wonderful opportunity to the students who come from remote areas and far away places and helps them to continue their higher education. Most of the students who join this college show their progress by going for higher education. They make use of the hostel and prepare for the competitive exams and achieve their goals.

The goal of the institution is to empower students by providing them with value based education and to make them responsible individuals with social consciousness and to develop entrepreneurial skills. Various units of the institution work to achieve the goal of the institution. This is the only women's college which has an NCC unit not only in Sangareddy but in the erstwhile Medak district. NCC unit conducts regular parades in the college which will inculcate the discipline among the students. They organise camps to train the students with the combat techniques and use of weapons. This helps them to develop confidence to face the challenges. They also conduct rallies and awareness programmes to make them responsible citizens.

NSS unit organizes awareness programmes on contemporary social issues and motivate them to participate in the outreach programmes. National days of importance are celebrated to instep patriotism and social responsibility.

The Women Empowerment Cell which always guides and conducts awareness programmes on different women issues is another distinctive feature of our institution. The faculty aspire to inculcate human values and ethics among the students and put all their efforts to instil those qualities effectively.

Other distinctive features of the institution that help the overall development of the students are :

- Vipani: The department of Commerce started a programme Vipani during the academic year

2012-2013 to inculcate entrepreneurial skills and to earn while they learn. This was institutionalized and practiced by all the departments of the college. This is an exhibition cum sale of products and services by the students of all streams. This not only helps the students to develop business skills but also builds their self-confidence and also the team spirit. On the day of Vipani, all the neighbouring college staff and neighbourhood people come and observe and appreciate the exhibits by the students. As the students come from different religious and cultural backgrounds, the food items and the handicrafts are significant to their taste and interest.

- **Gym & Happy Walk :** The institute has a state-of -the art gym which is another unique feature we have in the institution. All the faculty and the interested students visit the gym and make good use of the available equipment. In addition to this, we have started the concept of ‘Happy Walk’ lately. In this the faculty and the students walk for a while in the campus premises. The pleasant atmosphere and the wonderful greenery helps them to relax and to have fresh air. This keeps them fit physically and mentally.
- **Courses offered for girls in Urdu medium:** Another distinctive feature of the institution is its Urdu medium. This facility enhances the higher education opportunities of the Muslim girl students. Most of the people feel secured and prefer this college as it is the only women’s college which provides Urdu medium.
- **Approachable:** Since the institution is located amidst the old and new bus stand, the students can reach the college in no time. There are a number of autos which are really accessible at any point of time. As the district collector’s bungalow is in the proximity, it always assures safety.
- **District Central Library:** In addition to all these features, the district central library is just in walkable distance. The students make the best use of the good collection of books available in Telugu, English and Urdu medium.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

The College has well qualified, disciplined and committed staff to nurture the future of the students. The college also offers courses that can be helpful for the students to look after their livelihood. We also conduct awareness programmes to help the students in transforming themselves into responsible individuals.

Concluding Remarks :

The college has been working on the academic excellence of the women students of Sangareddy for the past forty years. Our college is now going for the third cycle of NAAC accreditation to assess the standards maintained by us. Under the dynamic leadership of the principal sincere efforts of the staff and able guidance of the CCETS the college has made a significant improvement in terms of infrastructure, academic programmes, in nurturing moral values and usage of technology for the sustainable quality maintenance and in registering the outstanding achievements for the institution. The academic progression of the students is also maintained above the percentage of the university. This SSR reflects the comprehensive picture of the vision and mission of the college and the progress made during the last five years.

The NAAC committee expresses its heart full thanks to all the Teaching and Non-teaching staff for their co-operation in providing the data and other valuable information. We also wish to express sincere thanks to those who all involved in the preparation of SSR for 3rd Cycle of Re-accreditation.