



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		N.T.R. GOVERNMENT DEGREE COLLEGE
• Name of the Head of the institution	Dr. V. Balasubrahmanyam Achari	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	9441550660	
• Mobile No:	9494696990	
• Registered e-mail	vayalpad.jkc@gmail.com	
• Alternate e-mail	ntrgdciqac@gmail.com	
• Address	Behind Magistrate Court, Tirupati Road.	
• City/Town	Valmikipuram, Chittoor Dist.	
• State/UT	Andhra Pradesh	
• Pin Code	517299	
2.Institutional status		
• Type of Institution	Co-education	
• Location	Rural	
• Financial Status	UGC 2f and 12(B)	

• Name of the Affiliating University	S.V. University, Tirupati.				
• Name of the IQAC Coordinator	Dr. D. Sreenivasulu				
• Phone No.	08586271001				
• Alternate phone No.	9494696990				
• Mobile	8328190795				
• IQAC e-mail address	ntrgdcqiqac@gmail.com				
• Alternate e-mail address	vayalpad.jkc@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://ntrgdc.ac.in/wp-content/uploads/2020/12/AQAR-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://ntrgdc.ac.in/wp-content/uploads/2020/10/SVU-UG-ACADEMIC-SCHEDULE-for-the-year-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.41	2015	01/05/2015	30/04/2020
6.Date of Establishment of IQAC			25/07/2007		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institution	State Budget	State Govt.	2020-21	73000	
Institution	Additional Special Fee	Fee Collected from Students	2020-21	661398	
Institution	Other Fee	Fee Collected from Students	2020-21	333223	

8. Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9. No. of IQAC meetings held during the year	3	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
1. Workshop for Faculty on how to take online classes.		
2. Training on E-content Generation.		
3. Training on LMS.		
4. Workshop on preparation of Annual Curriculum Plan and How to write the Teaching Diary for the academic year 2020-21 in view of Covid-19.		
5. Workshop on NAAC Records Maintenance		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
To take online classes through Google Meet, Webex etc.	Yes. Taken and completed the syllabus
To conduct online Pre-final Examination	Yes. Conducted
To Celebrate National Festivals virtual	Yes. Celebrated
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College Planning and Development Committee	27/12/2021
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
Yes	23/02/2022

Extended Profile

1. Programme

1.1

6

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

File Description	Documents
Data Template	View File

2. Student

2.1

442

Number of students during the year

File Description	Documents
Data Template	View File

2.2

136

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

File Description	Documents
Data Template	View File

2.3

126

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

23

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

27

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	6
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	442
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	136
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	126
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	23
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	27
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	13
Total number of Classrooms and Seminar halls	
4.2	1067621
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	98
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

This institution is affiliated to Sri Venkateswara University, Tirupati. The success of any institution is based on how its curriculum is designed and implemented. The curricular aspect mainly focuses on employability, entrepreneurship and skill development of the students. The CCE, A.P. and APSCHE together formulate the effective Common Core Syllabus and the same is entrusted to the Universities. Some of our senior faculty members are members of Board of Studies of various departments. Since the introduction of CBCS system from the year 2015-2016 students have the freedom to choose any subject as per their interest. Apart from this, college not only recognizes the significance of academic flexibility but also provides the students the choice of subject combinations in optional subjects in the IV Semester. Basically this college is situated in rural area, most of the students hail from rural background, it is imminent and useful to conduct Bridge / Orientation Courses to the first year students in order to familiarize them with new concepts. To bring in the

uniform level of understanding among the students, remedial coaching classes are being conducted regularly by identifying the slow and moderate learners. In addition to the regular class room teaching, students are motivated and trained in various co-curricular activities like Unit Tests, Assignments, Student Seminars, Quiz, Group Discussion and Debates. Apart from the above mentioned, students are encouraged to take up Study Projects and to go on Historical/ Educational tour and Botanical tour now and then. This enhances their academic temper which in turn helps them to build right aptitude and right understanding of the subject. Further, innovative teaching methods like Participative method, Interactive method, Q & A methods are implemented. Digital platforms like PPT, OHP, and Virtual Classroom teaching are used as part of curricular delivery. Moreover, well designed well planned video recorded lessons telecasted by CCE, A.P. Vijayawada through MANA TV are watched by the Students. The college supports ICT enabled teaching. Virtual teaching has been initiated and proved successful in offering students an opportunity to watch the lectures on varied topics from experts. The digital class rooms have fully made use of the audio and video sources of learning. The institution is using LMS to promote E- Learning and Online Courses in the college.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://ntrgdc.ac.in/academic-calendar/

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

Continuous Internal Evaluation (CIE)

Evaluation and assessment of the students by the teachers is being done continuously to ascertain the knowledge, understanding and application skill is the main objective. As the learning is a broad based learning it is known to be done in two ways. Conducting of semester examination according to the instructions of the university in the order of odd semester (I, II, III), even semester (I, II, III) and internal examinations. Besides these the teacher will continuously evaluate the students in the form of questionnaire before and after the lesson to clear up the doubts among the students, slip tests after the completion of the topic and assignment after the completion of the chapter. Innovative

evaluation is done by conducting student seminars in the class room to increase "self confidence", group discussion to emphasize "thinking" and confusion among the students, quiz and JAM activity to increase the "ability to recall and remember", flash card activity and debate to take classroom "opinion poll" on particular topics and also to judge the attentiveness of the students. Academic counseling is to the students to develop "self-monitoring and self-reflective learning" and inculcate application of the knowledge in the day to day life. Continuous evaluation is also done by conducting remedial classes according to the performance of the students. They are categorized into slow, moderate and advanced learners. Overall by continuous internal evaluation the student is being motivated for higher education and helps them for their personality development. The teacher maintains

- Intensive documentation
- Maintain a formal record of student progress
- Progression of students by students profile
- Record of remedial classes

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://ntrgdc.ac.in/academic-calendar/

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

C. Any 2 of the above

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

1.2 - Academic Flexibility**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented****1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

4

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

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

0

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

The college follows the CBCS system which was commenced from the academic year 2015-2016. The syllabus has changed from the academic year 2020-2021 the curriculum is designed by the UGC and so our college follows the syllabus framed by the APSCHE as per the guidelines of the UGC. The subjects like professional ethics, gender, human values, environment and sustainability into curriculum are introduced in the syllabus to enlighten the students about the importance and significance of the above mentioned aspects in day to day lives of the human beings. It is a rigorous process to all the faculty, students and alumni. Each of the department will conduct their internal meeting in revising the courses of their respective departments indicating the changes, intents, credits and pedagogy. At the beginning of every semester, the department concerned under the department head will review and endorse the course, syllabus and model paper outlines before it is circulated to the students. The present day world is devoid of the moral values, human values and ethics and so there are so many problems because of these aspects taking in the human beings. The students are to be motivated to know the significance and importance of these aspects in the present day society. Relating to professional Ethics, gender, human values, environment and sustainability into the curriculum, our college conducts curriculum review of its programme for its faculty members on regular basis once in a year. Also undertakes such review whenever required as per need. It is a rigorous process which involves all faculty inputs from students, alumni and experts. In the process, all the heads constitute a core committee headed by a senior lecturer which includes the department heads. The core committee will conduct internal meetings with every department to ascertain content and pedagogical changes required based on their past experience on meeting the objectives of the courses particularly in professional ethics, gender, human values, environment and sustainability. The course coordinators are given liberty to design the lecture plans for the indicating course structure.

Similarly they are allowed to adopt assessment components with the options allowed. At the beginning of every semester the concerned department under the department head will review the syllabus structure framed by the affiliated university before it is circulated to the students. The programme is useful and leads the student community in the direction. When the course is getting administered in order to make midway corrections midterm feedback of the course is taken from the students. Based on the feedback given by the student the faculties are allowed to make required modifications in depth of contents. The course effectiveness is measured both in terms of the student and programme learning objectives. In order to enhance effectiveness of curriculum the faculty plans to conduct essay writing, quiz, group discussion programmes. The curriculum also integrates experimental learning through field visits and project works. All these different foundation courses provide effectiveness among the students. The process is fully transparent and well equipped with study material.

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

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

5

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

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

14

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://ntrgdc.ac.in/online-feedback/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

390

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

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

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

136

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution assesses the learning levels of the students in two ways at the time of the commencement of the programme. Students enrolled in various disciplines are identified as slow and advanced learners based on their Intermediate marks and the entry level test conducted by each department. This helps to identify the slow learners and to design special coaching sessions or tutorial sessions to bridge the gap between the slow learners and the advanced learners. The tutors of the respective classes of UG extend valid support in classifying the students with reports based on observation and class tests.

- The institution organizes Orientation programmes/Induction programmes for freshers both at the college level. The facilities in the college and the scope of the subjects being learnt are introduced in these sessions. This process helps as a base for monitoring the future progress of the students.
- Bridge Courses are conducted at the departmental level to lift the students to the level of higher education.

Strategies adopted for slow learners

1. Remedial Classes are conducted with an aim to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge and helps them catch up into their peers.
2. Group Study System is also encouraged with the help of the advanced learners.
3. Academic and personal counseling are given to the slow learners by the tutor, mentor and the counseling cell.
4. Bilingual explanation and discussions are imparted to the slow learners after the class hours for better understanding
5. Provision of simple and standard lecture notes/course materials

Strategies for the advanced learners

- Special Coaching classes for the first 5 class toppers of every class after the internal test are conducted regularly to secure University Ranks.
- Coaching is also given in Skill Development Programme like Communicative English, Aptitude and Placement.
- Advanced learners are encouraged to enroll in MOOC Courses - Swayam, Ex: Provision of additional learning and reference material
- Assignment and Student Seminars on contemporary topics to enable them for placement
- Research Scholars are encouraged to conduct Seminars to the Final year UG Students
- Advanced Learners are provided coaching classes for competitive exams.
- Participation by the students in the in-house competitions such as Debate, Group Discussion, Problem Solving - Decision Making Exercises and Quiz Programmes are also encouraged.
- Talented students are motivated to participate in extra-curricular activities, exhibitions and cultural competitions.
- The academic achievements of the students are extremely motivated and highly praised by the College by celebrating Graduation Day every year. Students, who secured Ranks in the University Examination, are honored with Medals in the Graduation Day.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
442	24

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

NTR Govt. Degree College provides an effective platform for students to develop latest skills, knowledge, attitude, values to shape their behavior in the correct manner. All departments conduct innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning. Students are motivated to participate in inter college as well as national level competitions. The institute focuses on the student-centric methods of enhancing lifelong learning skills of students. Faculty members make efforts in making the learning activity more interactive by adopting the below-mentioned student-centric methods.

1. **Experiential Learning:** Each department conducts add-on programs to support students in their experiential learning. The institution imparts the following experiential learning practices to enhance creativity and cognitive levels of the students -

1. Laboratory Sessions are conducted with content beyond syllabus experiments.
2. Add-on Courses on latest technologies with Still Photograph, Animation, Marketing, Journalism and mass communication.
3. Field Visits to engage them in experiential learning while visiting the organization.
4. Certification Courses (Value Added Courses) by the market experts such as Tally programme and Spoken English etc., to develop their expertise
5. Participation in simulated events such as simulated stock exchanges or hackathons where they acquire experience of working on some real-life model.

1. **Participatory Learning:** In this type of learning, students participate in various activities such as seminar, group discussion, wall papers, projects, and the skill based add on courses. Students are encouraged to participate in activities where they can use their specialized technical or management skills, such as

1. **Annual cultural program** - This is organized every year for the students of the college to give a vent to their creativity.

2. **Regular Quizzes-** Quizzes are organized for student participation at intra or inter college level.
3. **Seminar Presentation -** Students develop technical skills while presenting papers in seminars.
4. **Presentation and publishing of papers in conferences and journals -** The objective is to give them exposure to learn and imbibe new skills. • MOOC Programs (NPTEL, ICT-IITK, SAP, COURSERA etc.)
1. **Problem-solving methods:** Departments encourage students to acquire and develop problem-solving skills. For this, college organizes expert lectures on various topics, motivate students to join MOOC courses, participate in various inter-college and intra-college technical fests and other competitions such as:
 2. **Regular Assignments based on problems**
 3. **Regular Quizes**
 4. **Case studies Discussion**
 5. **Class presentations**
 6. **Debates**
 7. **Participation in Inter college events**

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education.

The following tools are used by the Institute ICT Tools:

1. **Projectors-** 3 projectors are available in different classrooms/labs
2. **Desktop and Laptops-** Arranged at Computer Lab and Faculty

cabins all over the campus.

3. Printers- They are installed at Labs, HOD Cabins, Library and all prominent places.

4. Photocopier machines - Multifunction printers are available at all prominent places in the institute. There are one photostat machines available in campus.

5. Scanners- Multifunction printers are available at all prominent places.

6. Seminar Room- One seminar hall is equipped with all digital facilities.

7. Smart/Digital Board- Three smart/Digital boards are installed in the campus.

8. Virtual Class room- It is digitally equipped with mike, projector, cameras and computer system.

9. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)

10. MOOC Platform (SWAYAM, MOODLE,NPTEL, Coursera, etc)

12. Digital Library resources

Use of ICT By Faculty:

1. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library and online search engines to prepare effective presentations.
2. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.
3. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.
4. Video Conferencing- Students are counselled with the help of Zoom / Google meet applications.
5. LMS Video lectures- Recording of video lectures is made available in college website to students for long term learning and future referencing.

6. Online competitions- Various technical events and management events such as Poster making, Ad-mad show, Project presentations, Business quiz, Debates, paper presentations etc. are being organized with the help of various Information Communication Tools.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

15

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

2.4 - Teacher Profile and Quality

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

25

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year****9**

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers****110.5**

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

2.5 - Evaluation Process and Reforms

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

The college has transparent and robust evaluation process in terms of frequency and mode. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. At the entry level, admissions are given purely on merit basis and the lists of merit students are displayed on Notice board. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous

evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visit / Field Work and Seminars Presentation. Unit tests are conducted regularly as per the schedule given in academic calendar. The weight age for the unit tests varies as per the concerned faculty. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing the students after their assessment. Students appearing for Second /third year are asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation.

For transparent and robust for internal assessment, the following mechanisms are conducted

- Internal Examination Committee.
- Question Paper Setting.
- Conduct of Examination
- Result display
- Interaction with students regarding their internal assesement.

The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development. The seminar presentation improves the communication skills of the students which is very essential to face the interviews. In this way mechanism of internal assessment is transparent and robust.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

There is complete transparency in the internal assessment. The

criterion adopted is as directed by the university.

1. At the beginning of the semester, faculty members inform the students about the various components in the assessment process during the semester.
2. The internal assessment test schedules are prepared as per the university and communicated to the students well in advance.
3. To ensure proper conduct of formative tests, two invigilators are assigned to each hall. Evaluation is done by the course handling faculty members within three days from the date of examination.
4. The corrected answer scripts at random are verified by HOD to ensure the standard evaluation process.
5. The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately. The marks obtained by the students in internal assessment tests are displayed on the department notice board.
6. The marks obtained by the students in internal assessment tests are uploaded periodically on the university web portal along with their attendance.
7. Noting the values in observation and validating the theoretical aspects student must submit lab record regularly.
8. Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record.
9. For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record. The independent learning, practical approach to the real-time applications is tested by viva voce for laboratory courses.
10. To ensure the transparency and curb the mal practices the university has introduced jumbling system and theory end examinations are conducted at a center other than the college.
11. The end examination for the laboratory shall be conducted with internal and external examiner appointed from the other colleges as decided by the University.

Redressal of grievances at institute level:

Departmental Level: The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit tests. The midterm marks are allotted based on defined strategies and displayed on notice board.

College Level: The Institute appoints a Senior Supervisor for smooth conduction of UG examinations of SVU. If students are facing any problems, they are solved by the institution Chief Examination Officer. The grievances during the conduction of theory examinations are considered and discussed in consultation with the Principal and if necessary forwarded to the university by examination section.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Mechanism of Communication:

1. The College adopts Outcome based education rather than input oriented bell shaped curve of learning. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.
2. Graduate attributes are described to the first year students at the commencement of the programme.
3. At least three hours are spent by the teachers for introducing the subject to the Students.
4. Learning Outcomes of the Programs and Courses are observed and measured periodically.
5. Soft Copy of Curriculum and Learning Outcomes of Programmes and Courses are uploaded on the Institution website for reference.
6. The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting and Staff Meeting.
7. The students are also communicated about the Programme outcomes, Programme Specific Outcomes and Course outcomes through Tutorial Meetings.
8. Demonstrate of thorough conceptual understanding in the core areas of all the subjects with the support of mathematics.
9. Identify the most relevant concepts that arise in everyday life, and devise a strategy in order to arrive at the solutions in the respective subjects and are made to understand the connection between key concepts and

applications.

10. Use software tools and coding at a level necessary to perform mathematical operations, statistical analysis and simulations in solving complex problems.
11. Use basic laboratory equipment correctly and effectively in order to conduct measurements, and analyze and interpret the results, including a quantitative understanding of uncertainties.

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

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

The assessment tools and processes used for measuring the attainment of each of the Program Outcomes and Program Specific Outcomes are mentioned below:

Method of assessment of POs / PSOs

- The program outcomes and Program Specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods.
- Direct methods are provided through direct examinations or observations of student knowledge or skills against measurable course outcomes. The knowledge and skills described by the course outcomes are mapped to specific problems on University Examination and internal exams.
- Finally, program outcomes are assessed and Program Assessment Committee concludes the PO attainment level.
- At the end of each semester, university conducts examinations based on the result published by university the course outcomes are measured.
- Assignments are given at the end of each module. The assignments are provided to students and they refer the text books and good reference books to find out the answers and understand the expected outcome of the given problem.

One internal test are conducted per semester for the following purposes:

1. To ensure that students have achieved desired level of competencies at module level.
2. To evaluate, whether corresponding COs are achieved or not. According to the performance of the student in answering each question, mapping is carried out with the respective COs for assessing the attainment level of the specific CO of the subject.

Alumni survey is an important assessment tool to find out following important factors:

- Indirect once in a year Level of relevance of the curriculum with the expected skills of the industries. The level of attainment of goal for the specified program.
- Employer surveys are conducted for finding out whether the knowledge, skill and attitude learned from this institution is adequately satisfying their expectation or not.
- The objective the conducting the student exit survey is to identify several factors for future strategy framing once in a year. To understand the impact of training they understand the strength and weakness of various value added courses and pre-placement training imparted.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

67

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

2.7 - Student Satisfaction Survey

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

<http://ntrgdc.ac.in/online-feedback/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.2 - Research Publications and Awards

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

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

14

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

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

Exposure to extension and outreach activities sensitize the students towards social issues and also to legal and social remedies for matters like domestic violence, dowry, child abuse, female child, victims of violence, old and infirm refugees and disabled persons etc.

As the college is situated in rural area, the extension activities helps in studying and solving the rural problems. It makes good communities better and progressive. The college is conscious about its responsibilities for shaping students into responsible citizens of the country by making the students aware of social issues through various programs which helps in the holistic development of the student.

The NSS unit of the college is very active in carrying the activities as well as special camp arrangement in neighborhood community to impart social responsibility in the student.

1. National Yoga Day
2. National Unity day
3. World's AIDS Day
4. Covid testing camp in college
5. Antidrug drive
6. World's Human Rights Day

7. Tree plantation Day

8. National Youth Day

9. National voters Day

10. Special camp

11. Personality Development Program by IMPACT foundation

The Institute also sensitizes women issues to create awareness and educate students of local community. To support women empowerment and uplift programs are conducted like International women's Day and Awareness Programs. Other Programs also conducted to impart the spirit of National movement and spirit of Patriotism like Independence Day, Gandhi JAYANTHI, Republic Day and Amarajeevi potti Sreeramulu Jayanthi etc.

To create interest and awareness on the subjects including languages, all departments also organized celebration programs of Teugu Bhasha Dinosthavam, Mathematics Day, Consumers Day, Darwin's Day, International Mother language Day, National Science Day and World's Wild life Day etc.

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

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

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

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

4

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

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

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

96

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

3.4 - Collaboration

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

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

10

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

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.

NTR Govt. Degree College constantly endorsed to provide quality education and ensure all-round development of the students in order to create responsible and empowered citizens set in the back drop of an extensive green cover the college has aesthetic landscape. The institution has a well maintained, user friendly and resilient infrastructure conducive to learning teaching and comprehensive development of students.

The college campus has well ventilated, spacious class rooms and labs. Four classrooms are equipped with ICT for effective teaching and learning process. There are 2 computer labs available for the students. The labs have adequate computer equipment with internet

connectivity for coming out practical sessions. The campus is Wi-Fi enabled for the benefit of students and faculty.

The college has spacious and well stacked library. A separate reading room providing for the benefit of the students which can accommodate 20 students apart from stack area there separate room for issue and return.

The library has 12 computers to access e-journals and e-books through INFLIBNET.

The administrative block of the college consists of the Principal's office and general office which are fully ICT enabled. The college also has the magnificent multipurpose/seminar hall with audio visual equipment. Academic events like seminars, talks, conferences and students activities are held in seminar hall.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://ntrgdc.ac.in/#

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

The college is committed to offering to resourceful infrastructure holistic growth of students. It provides adequate facilities for cultural activities indoor and outdoor sports as well as other students and faculty support amenities.

A spacious multipurpose/seminar hall is available for the students to organize and participate in co-curricular, recreational and cultural activities. The hall has been provided with a Screen and LCD projector with speakers.

The college takes pride in its comprehensive sports training and fitness infrastructure.

The outdoorsports facilities include Handball court, Football Court, Cricket nets and Tennis courts. A fully equipped Gymnasium is open for the students and staff from 7 am to 6pm. Trained Physical Director is available for imparting training and guiding the students. Indoor activities like Yoga and Table Tennis are also provided in the college Campus.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://ntrgdc.ac.in/#

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

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0

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

4.2 - Library as a Learning Resource

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

The college library is fully automated with soul 2.0 with 2010 version. Library facilities play a vital role in achieving the cherished objectives of improving standards of education and stimulating academic interest among the student community. Quality education is impossible without a good Library. The library in the college is performing a variety of functions by way of helping students with textbooks, reference books and periodicals and by providing a large number of bibliographical tools and up-to-date literature on every subject. The quality of instruction provided by this college can be gauged by the quality of Library services being provided to its readers.

The College Library has on stock about 12,220 Books on various subjects and bounded periodicals. Some rare and out of print books and journals are also available here. For the past four years the college has got nearly Ten Lakh rupees from UGC for the Purchase of Books and Journals.

The Central Library of the college is connected with Broadband Internet facility for the 10 Systems available in the library. The students can make use of Internet facility to refer to various information and Knowledge Sources, job opportunities and to refer to various types of CETs and other Examinations conducted by different Universities in the country.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://ntrgdc.ac.in/central-library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

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

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

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

7500

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

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

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

32

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

4.3 - IT Infrastructure

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

The college updates its IT facilities time to time. Firstly the college introduced white boards in some of the class rooms in the place of block boards. Then provided LCD monitors in the Seminar Hall, Career Guidance Room. After that the college equipped with a Virtual Class Room. Then the college installed big screen monitors

and turned three class rooms in to Digital Class Rooms. All the teachers are using the virtual and digital class rooms frequently for the better teaching learning experience. The college also follows the sheduled teaching programs of the MANA TV.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://ntrgdc.ac.in/#

4.3.2 - Number of Computers

12

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

0

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

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

The institution has well established systems and procedures for the maintenance of physical, academic and support facilities.

- The institution follows the rules and regulations for the maintenance and augmentation of infrastructure as prescribed by the Govt of AP.
- The physical facilities of the college include classrooms, playground, garden, seminar hall, gymnasium and roads with in the Campus.
- Every 3rd Saturday of the month is observed as clean and green. All the students participate in cleaning the classrooms and campus under the able guidance of respective faculty members.
- Respective lecturers were kept in charge of their departments and were given the responsibilities to maintain and upkeep the infrastructure.
- before the commencement of the every academic year an awareness programme is being given to the fresher's on the optimum utilization of physical and academic facilities, support services and working hours of library, gymnasium and sports.
- Office sub-ordinates were appointed on out sourcing basis to maintainance of physical facilities of the college.
- The Govt. of Andhra Pradesh and UGC sanctions budget from time to time based on the requirements of the institution for building new rooms, maintenance of physical facilities and to purchase required equipment.

- The academic facilities include classrooms, laboratories, virtual classroom, digital classrooms and library.
- Responsibilities for the maintenance of labs, virtual, digital and MANA TV classrooms were allotted to respective lecturers of the departments.
- Labs were maintained with the support of UGC and state Govt funds given from time to time.
- Students and staff are instructed to carry their ID cards and utilize the laboratory and library facilities with proper log book entries.
- Every department maintains a stock register for the available equipment and furniture. Physical verification of the stock will be done at the end of every academic year.
- Laboratories and classrooms are well furnished, electrified, ventilated and equipped with first aid kits.
- The menial staffs take care of regular sweeping, mopping of floors and washrooms, dusting of furniture, almirahs, shelves are also done by menial staff.

Audio-visual aids and ICT facilities are strictly meant for academic and research work of students and staff. These activities are supervised and monitored by the departments of physics and computers respectively.

- Virtual, digital, MANA TV class rooms will be maintained and taken care of by the lecturers who were kept in charge for them.
- Any repairs in computer software and hardware, ICT facilities, CCTV cameras, PA systems will be repaired by hiring local technicians as and when required.
- The Department of Physical Education supervises and monitors gymnasium and play ground. Gymnasium is available in prescribed timings for students and staff by making necessary log book entries.

- Responsibilities were assigned to respective committees and students for optimum utilization and protection of physical, ICT and sports infrastructure.
- Separate timings are prescribed for the better utilization of library from 9.00 a.m. to 5.00 p.m. and from 9.00 a.m. to 1.00 p.m. during examinations.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

367

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

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

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	
A. All of the above	
File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
10	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
10	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	
A. All of the above	

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

12

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

0

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

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

Students councils as stepping for their future leadership activities. The college campus has proved that some of its Alumni have become leaders and politicians. Sri. C. Ramachandra Reddy, who was a student leader now the present members of legislature Assembly of Andhra Pradesh. He has been a member of college development committee. They are selected in order to groom their leadership qualities and inculcate spirit of democracy. The college has adopted the system of permitting 02 nominated members from each class called Class Representatives (CRs) preferably a boy and a girl to perform the duties of the student council. Usually, the active and meritorious student of the class are nominated as CRs unanimously by the students. Student council meeting plays a pivotal role to assess teaching learning and to provide student support services. The members of the council take the responsibilities of taking daily attendance along with the lecturer. They report the names of absentees if it exceeds more than four days to the vice-principal. They also take care of the discipline of the class, college assembly and rallies. They also responsible if the concerned lecturer is not available and report same to the vice-principal to adjust the classes from the same department or other department with the permission of the principal. They are the representatives to mediate the college development and students. The members of student council take responsibility of work like distribution of books and study material and collect the student's data which is required for the administration of the college and university. They also take care of proper maintenance of institutional activities, library services, project works, physical education and lab activities. Regular meeting is held for the Class Representatives in order to support them and to get feedback from them. Among the class representatives four members are selected for the IQAC of the college. Their role is important in the committee.

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

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

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

0

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

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

Alumni Association Registered in the year 2022.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

The institution is strictly following the rules and guidelines of University Grants Commission (UGC); Andhra Pradesh State Council of Higher Education (APSCHE); Commissionerate of Collegiate Education, Government of A.P. (CCE, AP) and S.V. University, Tirupati (Affiliating University) with regard to governance, leadership and management.

Vision:

The vision of the institution is that it aims to provide quality education to the students so as to prepare them, the individuals of knowledge, commitment, and character having the broad awareness on cultural, ethical values and be aware of their social responsibility. The institution is interested to address the needs of society, the students and other stake holders. The institution also aims at rural reconstruction and uplift by providing quality education and to emerge as the symbol of innovative teaching learning activities with quality teachers of excellent professionalism in the area.

Mission: The institution mission is that...

- To prepare Outcome Based Curriculum.
- To notice and achieve Educational Objectives.
- To achieve objectives through effective implementation of different Models of Teaching and different Techniques of Teaching.
- To create an environment for the students to acquire knowledge through effective and innovative teaching, learning process.
- To provide education for rural poor students on democratic means to enable them to compete with the urban enlightened students based on Critical Pedagogy.
- To provide opportunity to the students to acquire all three types of skills i.e.

Learning Skills: (1. Critical thinking 2. Creativity 3. Collaboration and 4. Communication), **Literacy Skills:** (1. Information literacy 2. Media literacy and 3. Technology literacy) and

Life Skills: (1. Flexibility 2. Leadership 3. Initiative 4. Productivity and 5. Social skills)

- To make the students acquaint with social, professional and ethical values.

- To prepare the students with global standards and International Competence.
- To improve the Leadership Qualities in the students.
- To get a better NIRF rank.
- And to get a better grade by the NAAC.

Process of Implementation:

The Commissioner of Collegiate Education, Andhra Pradesh, Vijayawada communicates to the staff of the institution through proceedings, e-mails, video conferences, tele-conferences, telephone communication, messages and meetings with the principals.

At the institutional level, the principal communicate the responsibilities to the members of the staff through meetings of staff council, teaching faculty and conveners of the different administrative committees. Meetings are conducted as and when necessary to arrive at decisions through discussions and deliberations. The design and implementation of the quality policies and plans of the institution are prepared following democratic methods.

The Commissionerate of Collegiate Education on behalf of the State Government gives a broad framework on the quality policy.

The affiliated university prescribes the syllabi and evaluation designs setting the levels of quality and standards.

At the college level, the principal and staff council comply with the quality policy plan meticulously to implement the activities for achieving the set goals.

Academic Action Plan:

At the departmental level every lecturer prepares an "Annual Curricular Plan" incorporating the curricular & co-curricular activities that he/she desires to implement in the class.

The in-charges of departments concerned prepare the "Departmental Academic plans" every year which are in turn integrated into the Institutional Action Plan.

The academic activities include all the curricular, co-curricular and extracurricular activities that are to be resumed during the

academic year.

Non-academics Action plan:

The different committees working for the planning and development of the institution will prepare an action plan for implementation.

Each committee is headed by a convener and few members which record all the activities enforced during the year. For example: Women Empowerment Cell, NSS unit etc.

Institutional strategic Action plans:

The institution has meticulously designed action plans which would help for the overall growth of the students and the institution as well. This envisages the smooth functioning of the institution.

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

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

Response:

- NTR Government Degree College, Valmikipuram aims to decentralize the powers and leadership at various levels accordingly.
- Participative management is increased through formation of a number of committees which comprise of junior teachers assisting senior and experienced heads.
- The leadership reflects in three ways; hierarchical, collective and student level.
- Each department has an in-charge who takes decisions regarding the department matters after the deliberations with the co-faculty
- Committees are constituted for matters that cut across departments and functions as collective leaderships. Each committee has a convener and 3-5 members. It makes recommendations for implementation of the plans. In addition, there are some traditional and statutory Council like Staff Counsel and CPDC to facilitate the good

governance.

- The leadership at student level is nurtured by involving them in the committees and clubs. Their leadership qualities are also tapped during occasions like Teacher's Day, Farewell Functions and College Day celebrations.
- The right leadership qualities are groomed in the students through activities as part of the mission of the college.
- The principal steers superintendent who is the head of the office in discharging his duties. In turn, the superintendent looks after the office work by coordinating the ministerial staff.
- The college follows decentralized governance system. Each department is allowed to organize various departmental activities independently on their own volition.
- The principal delegates authority to the in-charge of the departments for chalking out activities like the preparation of a time table, conduct of mid sem examinations, sports and games, industrial tours, educational tours, field trips, seminars, workshops, guest lectures and extension lectures etc., and monitors their implementation. The convenors of various committees are delegated with powers to streamline the activities.
- Internal Quality Assurance cell (IQAC) strives for assuring and enhancing the quality and the excellence in the developmental activities of the institution.
- Periodical staff meetings and the departmental meetings are being conducted every month.
- District resource Centre (DRC) at ID college in the district convenes meetings with all the principals of the district. Various administrative and academic matters are discussed and appropriate resolutions are taken to allow participative management.
- Further, inputs from all the stakeholders are assessed and analyzed and finally steps are taken to fill the lacunae and for well steering the operations of the college immaculately. The opinions of diverse stakeholders are accepted diligently in the confederations of academic activities of the college.
- All extensive decisions are taken in the meetings of the staff Council comprising, all in-charges of the departments with the principal. Introducing formal courses, value added courses; enrichment courses etc., are discussed and proposed by the staff counsel. The academic activities calendar for the academic year is also compiled by the staff counsel.
- At department level staff meetings with the faculty are held to discuss and take consensus with regard to designing of

course syllabus(for courses permitted University, offering of new elective subjects, organizing seminars, workshops, arranging lectures, educational tours/ field visits etc.

- Availing the services of experts by inviting them as special invitees.
- Involvement of non-teaching staff in committees is also practiced to inculcate Team Spirit.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Sports and Games Meets

John F. Kennedy said, "Intelligence and skill can only function at the peak of their capacity when the body is healthy and strong"

Sports and athletics have been integral part of our college on par with the classroom teaching. The college has well equipped gymnasium. Valmikipuram formerly known as Vayalpad is a small town with many villages around it. The people here are natural healthy, having athletic physic, enthusiasm and admiration towards sports and games. Hence the college and department of physical education has planned strong strategies to encourage the students to participate in all the activities relating to sports games so as to create awareness them to choose physical education in their higher education and as career and to become PETs, PDs and coaches. Many students have got their degrees in physical education and got jobs in public and private sector.

SV University to which the college is affiliated noticed the ability of the college and infrastructure regarding sports and games and gave many chances to conduct different sports and games for the present NAAC period as detailed below.

- S.V. University IInd Phase Inter-Collegiate Men Games Tournament held from 22-09-2015 to 23-09-2015
- S.V. University Men Team Selections Trails for 1. Ball Badminton 2. Hand Ball 3. Tennis(Singles & Doubles) and 4. Kabadi held from 22-09-2015 to 23-09-2015

- S.V. University Inter-Collegiate Women Games Tournament held from 24-10-2016 to 25-10-2016
- S.V. University Women Team Selections Trails for 1. Volleyball 2. Kho-Kho 3. Ball Badminton 4. Tenni-Koit(Doubles) 5. Tennis(Singles & Doubles) and 6. Table Tennis(Singles & Doubles) 24-10-2016 to 25-10-2016.
- S.V. University II Phase Inter-Collegiate Men Games Tournament held from 25-09-2017 to 26-09-2017
- S.V. University Men Team Selections Trails for 1. Ball Badminton 2. Hand Ball 3. Kho-Kho and 4. Table Tennis(Singles & Doubles) held from 25-09-2017 to 26-09-2017.

S.V University Inter College games September, 2017 was held in NTR Government Degree College, Valmikipuram(Vayalpad), Chittoor District, Andhra Pradesh. The principal and Vice Principal of the college Graced the sports day. The event commenced with the hoisting of the flag by the chief guest.

Our esteemed NTR Government Degree College, Valmikipuram(Vayalpad) organized Inter-collegiate Tournament in the college campus. 18 degree colleges of SV University area attended and participated in the events. We have organised Table Tennis, Ballbadminton, Kho-kho etc., students of different colleges were participated enthusiastically and showed their talents. At the end of the sports professor Krishnamurthy, Director of Physical Education, SV University attended as chief guest and Dr. P. Anand Reddy, Principal of Government College, Chittor attended as guest of honour. The chief guest addressed the students on "Importance of games and sports" and he said that obesity and many health related problems happened due to less participation of the students in sports and games. The daily recommended amount of activity for the youth is 60 minutes of heart pumping, sweat-inducing exercise. Youth must get at least seven hours of relatively intense physical activity per week, every week, for the year, for their entire school and college life. Conversely, the more active they are now the lower is the risk in the future. Keeping this in mind, we see that the physical activity is neither frivolous nor just optional. The longer we ignore it, the graver the consequences will be. After the meeting chief guest awarded the medals, cups and certificates to winners and runners.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Response:

There are different bodies in the state to control the administration of degree colleges. But after Andhra Pradesh State Council of Higher Education (APSCHE) Commissionerate of Collegiate Education (CCE), A.P. is the apex body with regard to governance, administration and service matters for all the government degree colleges in the state. Andhra Pradesh Public Service Commission (APPSC) selects the candidates for the posts of lecturers through its selection process on government orders and gives the list of selected candidates to CCE and the CCE will appoint and post them to the needy colleges in the state. CCE also appoints the promoted candidates from junior colleges in the state, as lecturers who selected for promotion through the Departmental Promotion Committee (DPC) which consist each member from APPSC, CCE, APSCHE and from the office of Commissioner of Intermediate Education, A.P., Functions of CCE are as follows.

Functions of CCE:

- Imparting higher education through Degree and PG colleges in the State.
- Inspecting the Regional Offices and Degree colleges in the State.
- Auditing the financial functioning of colleges.
- Assessing the developmental requirements of Government Colleges and releasing grants.
- Restructuring of courses by introducing need based and market oriented courses.
- Preparing and inspiring Government colleges for assessment and accreditation by standard agencies like NAAC.
- Encouraging Automation of college office functioning.
- Conducting Training Programmes to Lecturers and Principals

for improving their knowledge and skills to keep them up-to-date.

- Establishing & monitoring the training activities at Jawahar Knowledge Centers of degree colleges in the state.

Regional Joint Director:

The Regional Joint Director inspects degree colleges in the region and conducts enquiries. He is the competent authority under A.P Education Act for Private aided colleges in the region. His office deals with the matters delegated by the Commissionerate of Collegiate Education.

S.V. University(Affiliating University):

As it is the affiliating university all the Govt, Aided, Private Degree colleges in region works under the rules and regulations laid by Sri Venkateswara University. The university releases Academic Schedule every year. University frames syllabus as per CBCS pattern. Regularly exams are conducted in semester system. Results are announced and certificate of degree is given under the name of S.V. University.

Principal:

The principal is the academic and administrative Head of the Institution. The teaching and non teaching staffs works together with him for the smooth functioning of the college. The in-charges of various departments, conveners of various committees and other members of staff are involved in the academic activities of the college. In the same way the superintendent, senior assistant and other ministerial staff are engaged in office work of the college.

Support functions:

Library- The in charge Librarian looks after the library administration. He is assisted by library attendants. All the library staff offer quality services to the readers.

Sports- It looks after the sports and games related activities, conducting tournaments for the students of the college. The in charge Physical Director looks after sports activity.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The following welfare schemes are available for teaching and non teaching staff.

1. Leave Facilities:

1. 15 days of casual leave for year

2. 7 days of special casual leave for year

1. 5 days optional holidays for the year

2. 20 days after medical leave for year(commutable to half pay leave)

3. 180 days after maternity leave(up to two surviving children)

4. 15 days of paternity leave

5. 5 days of special casual leave for women employees

6. 2 years of study leave

2. Medical Facilities- Health Card System:

- Cashless treatment will be offered through the health card, at all government and selected corporate hospitals.
- The scheme will provide in-patient treatment for the listed therapies for identified diseases under all specialities in the empanelled hospitals.
- The monthly contribution Slab A. Rs. 90 Slab B. Rs. 120 Slab C. Rs. 300
- Reimbursement is also available in case of self payment.

3. Insurance Facilities: Andhra Pradesh Group Life Insurance (APGLI)

- The government employees who are between 21 and 53 years of age are eligible to buy a APGLI policy.
- In case of maturity of the policy the total sum of assured and bonus till date of maturity are paid to the policyholder.
- In case of disease of policyholder before maturity of the policy the sum assured along with the bonus till date of death are paid to the legal heirs.

APSE Group Insurance Scheme (GIS)

- AP state employees group Insurance Scheme is introduced with effect from 1-11-1984.
- The monthly contribution: Group A = Rs. 120 Group B = Rs. 60 Group C = Rs. 30 Group D = Rs. 15
- On retirement the total accumulation of saving fund with interest will be paid.
- On death (a) Lumpsum amount of insured fund will be paid

(b) Total accumulation of a savings Fund with interest will be paid.

AP General Provident Fund (GPF): The general provident fund came into effect on 1st April 1935 giving an extra benefit saving for Government employees, and an employee who is termed under permanent AP state government rules is eligible to contribute for GPF fund and their funds get saved till the maturity period and can check every year in the form of GPF.

4. Pension Schemes:

1. Old Pension Scheme: The old pension scheme is applicable to

those employees who joined the service before 31-12-2003. They will be paid full pension(50% of the pay) up to their living. After death Family Pension(30%) will be paid to eligible family members.

2. Contributory Pension Scheme(CPS):

- Contributory pension scheme, a government-sponsored pension scheme was launched in January 2004 for Government employees who joined the service on after 01-01-214. It was open to all sections in 2009.

5. Financial Support: The following loans and advances are available to the employees.

- Educational loan
- House loan
- Vehicle loan
- Festival advance

6. Other Facilities:

- Gymnasium, sports facilities
- Free library facility
- INFLIBNET-N-LIST resources

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

The host institutions provide T.A., And D.A., to the participants. Hence no need to the college to provide teachers financial support to attend conferences/workshops.

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

5

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

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

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

8

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

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

Response:

Performance Appraisal system for teaching staff:

Every year 'Performance Based Appraisal System' (PBAS) forms are filled in by the teaching staff, then the HOD makes his/her remarks and are finally evaluated by the Principal. This forms one of the tools for promotion of teachers into various stages under UGC Career Advancement Scheme (CAS). Prior to the Performance based appraisal system, self-appraisal forms were filled in by the teachers.

- There is a mechanism for the performance appraisal in the way of obtaining Academic Performance Indicator (API) scores in the proforma designed by the CCE. It includes the performance in multiple activities like teaching, results achieved, research & publications, co-curricular and extracurricular activities etc. These scores are considered for transfers and other Career Advancement promotion.
- PBAS forms duly filled in by the faculty are reviewed. If the API score achieved by a teacher is not as per the norms laid down, the faculty member is counselled to ensure an improvement. This is of prime importance as the promotion of a teacher to the next stage is based on fulfilling all the criteria laid down by the UGC. If there is a need to complete an orientation course/refresher course or short term course the teachers are encouraged to finish them at their earliest possible. Teachers who were qualified as per the norms are given their due promotions where in a

screening-cum-evaluation committee review each case and recommends to the CCE with their remarks.

- The Principal periodically evaluates the various service parameters of the faculty in the form of confidential reports.
- Results of the university exams are the prime tool to establish the performance of the college as well as individual lecturers, based on which points are awarded.
- The feedback of the wards has well helped the teachers over a period of time.
- Based on the feedback collected from the students and API scores on the performance of the faculty, the head of the institution evaluates, awards scores and submits the same to the Commissioner of Collegiate Education.
- These reports have been used in recommending the faculty members every year for the State Best Teacher awards.
- Guidance and suggestions are given to the concerned departments and the individuals to patch up the lapses that surface.

Performance Appraisal system for non- teaching staff:

- **Confidential reports:** The overall performance of the non-teaching staff is evaluated by the principal and confidential reports are submitted to RJDCE.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Response:

- Internal audit is done in every department including office at the end of every financial year by the constituted committees. They submit a report to the principal on the maintenance of records and expenditure.
- Internal audit is conducted by the Regional Joint Director of Collegiate Education, Kadapa to strengthen the efficient

functioning of the college.

- An Academic audit is also conducted every year by the academic audit officers appointed by the Commissionerate of Collegiate Education, Andhra Pradesh, Vijayawada to check the academic practices of the college.
- The external audit by Accountant General of Andhra Pradesh is conducted to check the revenues and expenditures incurred by the college.

Financial Audit:

Financial audit provides reasonable assurance that the financial statements of the organization present a true and fair view. In conducting financial audits, auditor determines whether:

A. Financial information is presented in accordance with the applicable accounting standards including specific requirements of financial disclosure.

B. The organization's internal control structure over financial reporting and safeguarding assets is effective and

C. The organization has complied with laws and regulations applicable to it.

Audit of cash receipts and cash disbursements

Government financial transactions consist of receipts and disbursements, which are governed by the AP Financial Code and the Treasury Code. The receipts comprise ordinary revenue derived from taxes, duties, fees, fines and current incomes and receipts of banking nature include repayments of loans and advances. Government disbursements comprise expenditure out of ordinary revenues, capital expenditure and payment of banking nature including loans and advances and repayment of deposits.

The main aim of internal audit in respect of cash would thus be to ascertain the adequacy of compliance with regulations and procedures for effective receipt, remittance, reconciliation and accounting. Internal Audit must specifically check whether any bank account has been opened by auditee and if so, whether there are adequate controls (such as bank reconciliation) to ensure proper accounting of receipts and disbursements from it. At another level, they involve diligence in collection of receipts (that revenues due to government are correctly assessed and

collected promptly) and observance of propriety in incurring expenditure from public money. Irregularities associated with receipts are as below:

a) Funds received on behalf of the government are not deposited in government account; and

b) Funds received by the Department are utilized to meet the expenditure against which it is sanctioned.

Following are the source documents that are reviewed during audit of establishment:

- Cash books of different categories
- Service Registers
- Register of increments
- Sanctioned cadre strength
- Pay bills
- Pay bill register
- Leave account - temporary and permanent staff, encashment of earn leave, partfinal/temporary advance of GPF etc.
- Pay fixation
- Pay Slips and other similar authorisations issued by the competent authorities,
- Last Pay Certificates
- Allowances sanctioned and their orders and records
- LPC register
- Register of loans
- Register of recoveries
- Reconciliation with Bank - payment of salaries
- Pension register

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

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

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

0

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

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

Separate book for each accounts are maintained for fees and grants received from funding agencies and altruists. Separate trial balance and consolidated balance sheet are prepared. Internal, statutory, external audits and audits by the granting authority are done. For state government grants, month-wise salary bill statements are maintained. For UGC grants approval letters are maintained and for donation/scholarship, letters issued by donors/sponsors are maintained. Stock Registers showing the purchases made on furniture, equipment, books etc., are maintained my office/departments/library accordingly. Office obtains "Utilization Certificates" for expenses incurred on UGC grants. Office procedure is strictly adhered for all sorts of purchase. Quotations are called for, prices are compared and least quoted are selected for placing orders. Money collected for certificate programs/associations/cells/societies are documented and monitored. Various funds raised by the institute from alumni, industrialists, philanthropists and altruists.

Attempts are always being made towards improving the infrastructure facilities are utilized properly as per the norms in vogue.

The major sources of institutional funding are from UGC, Government of Andhra Pradesh through the Commissionerate of Collegiate Education, RUSA(Rashtriya uchchatar Shiksha Abhiyan) special fee and CPDC.

The college also provides funds to the teaching staff for conducting seminars, DRC meeting, sports meet, College Day celebrations, field trips, guest lecturers etc.,

In order to maintain the quality of the infrastructure so as to

provide quality learning experience to the students, the college incurs money every year on repairs and maintenance of the capital assets and properties of the college.

Further, it incurs substantial amount of security expenses to ensure the security of the infrastructure and discipline in the college.

The college incurs expenditure on various other activities for imparting quality education to the students. These other items of expenses have been listed in the income and expenditure account of the college.

The college utilizes its resources for building and upgrading for infrastructure depending upon the academic requirements.

The college incurs expenditure on additional and up-gradation of capital assets like the computers, ICT enabled teaching aids, laboratory equipments and apparatus such as other assets. The balance sheet of the college gives idea about the expenditure incurred on purchases adding to the assets.

In order to ensure effective, true and fair utilization of the resources of the college, the accounts of the college are audited by RJDCE and Auditor General A.P.

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

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

This institute has established an Internal Quality Assurance Cell (IQAC) in 2005 with a motto to impart quality education to its stakeholders. It is constituted as per NAAC recommendations and IQAC meetings are held regularly during every academic year. The primary aim of the IQAC is to develop a system for conscious, consistent and catalytic action towards quality sustenance and quality enrichment. Through the IQAC we ensure the following:

- A high degree of transparency in the functioning of the

college

- Co-ordination among the various activities through diverse measures to enhance healthy practices.
- Consensus for decision-making.
- A dynamic system that provides for quality changes. Senior faculty and HODs are a part of the IQAC and are co-coordinators of NAAC criteria. Every faculty member is a part of a Criteria committee, so that the quality measures are discussed and disseminate across the institution and ultimately the resolutions are implemented.
- An organized methodology for accountability through documentary evidences.

It plays a pivotal role in coordinating the various committees in the college and allied areas like Alumni, Parent and Teacher Association (PTA) etc., for quality assurance.

- IQAC convenes a meeting at the beginning of academic year with the entire department in- charges and prepares action plan for the academic year.
- It guides the departments while organizing various activities and helps to attain optimum performance.
- IQAC committee meets and prepares status reports periodically and offers the necessary suggestions.
- The compliance of action plan is verified at the yearend meeting.
- Every activity in the institution is monitored by the IQAC

Feedback for Review of Syllabus:

The College has always been on a high growth path. We have strong commitment to education to provide a vibrant and optimum learning environment to the students in order to help them excel in today's competitive world. To keep pace with the current trends we have a well-designed and constantly reviewed syllabus to incorporate all advancements in existing and emerging areas which gives the students a holistic and pragmatic view of the present scenario. With the objectives of transforming our students into efficient and capable professionals having sound knowledge with analytical ability, creativity and professional competence, we impart necessary training to our graduates and make them competent enough to take on the professional responsibility in the world around

them and grow and excel in the field of their choice. In this process of improvement of the syllabus we consider views and needs of our stakeholders.

Biometric attendance for students:

Biometric attendance for students is made mandatory from the academic year 2017-18 by the CCE, Andhra Pradesh in degree colleges. As a part of it, students Aadhaar is linked with their college details in Integrated Attendance Management System (IAMS) app. Regularly their attendance is registered in the classroom by the lecturer concerned during their classes through the IAMS app. The system has enhanced the attendance and discipline, leading to academic quality. Students have been deriving lot of benefits from this process.

Feedback Links:

1. By Students On Curriculum:

https://docs.google.com/forms/d/1_XRTQfblX_Y0XXUzCzSdcQ1H97waMkZ6cm0lFaEHb0/edit

1. By Faculty on Curriculum:

https://docs.google.com/forms/d/1Gf13uMzclJcCs9bFusNKlHopBt_Lze3iPidnfGhJp14/edit

1. By Parents on Curriculum:

https://docs.google.com/forms/d/1qm1rEqovVJx6bX1nQ8_wFFzvWZBqH7xaDvDQUv0fr1Y/edit

1. By Alumni on Curriculum

<https://docs.google.com/forms/d/1r65xMkso8LVf1C3mqOC1-4Y5lTIx6Mr3CqIs2LZqYcs/edit>

1. Student Satisfaction:

https://docs.google.com/forms/d/1XILHEyf610q1GhASI2HqG_6THvutuVK6hMswc6vXQT8/edit

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

API (Academic Performance Indicator) & Feedback system:

The PBAS (PERFORMANCE BASED APPRAISAL SYSTEM) proforma is based on certain parameters related to teachers' performance in both academic and extra-curricular activities. The activities are categorized and every parameter under each category is defined by certain values or score that to indicate the performance of the concerned teacher. This score is referred as Academic Performance Indicator Score (API Score). The minimum API Score required by teachers for different level of promotion is different. It is recommended that the self-assessed API Score should be based on objectively verifiable criteria wherever possible and will be finalized by the screening/selection committee.

Academic performance indicators (APIs) are vital in CAS (CAREER ADVANCEMENT SCHEME) promotions and transfers of college teaching staff. The various categories that are taken into consideration for API score

CATEGORY - I: Teaching, Learning and Evaluation related activities.

CATEGORY - II: Co-Curricular, Extension and Professional Development related activities.

CATEGORY - III: Research and Academic contributions.

On-line feedback:

The on-line feedback is a powerful tool to improve the quality of student academic performance and learning. It measures students' satisfaction and priorities, showing us how satisfied they are,

and what issues are important to them in particular. College use this feedback to:

- Guide strategic action planning
- Strengthen student quality initiatives
- Meet accreditation requirements
- Identify areas of institution strength
- Chart our progress toward campus goals

Online feedback system has been introduced in the year 2017-18, by replacing manual feedback system. This includes Student's feedback on lecturer, curriculum. Parents, Alumni feedback on curriculum.

JKC (Jawahar Knowledge Centre):

Jawahar Knowledge Centre was started in the year 2008 with an aim to develop employability skills in the students studying non-professional courses. It imparts training in computer skills, communication skills, analytical skills and industry related skills. JKC shoulders the responsibility of providing intensive training to the poor students from marginalized sections of the society in employable skills and to equip them with the skills essential to realize their dreams. The students from rural areas who have no access to advantages experienced by their urban counter parts are provided with the latest technologies and opportunities to upgrade their skills and are encouraged to compete for better standards of living.

Highlights of JKC training:

- To develop the techno-savvy skills on par with globalization
- To promote government institution, industry relations through training and placements.
- To provide placements in "Earn-while-Learn Scheme"
- Personality development.
- Future employment.
- Placement through campus drives.
- Bright opportunities in the global job market.

Major Sectors for Placements

- IT, & Industrial sector
- Banking & Finance
- Pharmacy
- Marketing
- Service organization

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college is hopefully committed to promote gender equality. There is a big waiting room for women students with toilets. RO filtered Drinking water facility is provided.

- Two NSS units are started exclusively to encourage the students and the units are successfully conducting various activities to serve the society.
- The First Aid centre is provided on the campus.
- Beti Bachao, Beti Padhao Jan Aandolan Rally at Vayalapad town limites.
- Celebrations of International Women's Day

- Yoga Sessions
- Rangoli Competition
- The institute has a policy of appreciating faculty without gender bias. Women faculty are nominated, based on their ability, as heads of the departments and conveners of various committees and discharging their duties efficiently.

The following activities are conducted for the purpose of promoting gender quality in the academic year 2020-21.

Title of the programme

Period (from-to)

Participants

Female

Male

1. National Yoga day

21-06-2020

60

70

1. Awareness Program on Women Act and women's day

08-03-2021

70

20

File Description	Documents
Annual gender sensitization action plan	Action Plan
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://ntrgdc.ac.in/women-empowerment-cell/

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

This institute always keep in mind the promotion of waste management as one of the important factor. This college follows the management of waste as essential component of education besides from the basic teaching. The college's minimizing the wastage on Campus, whether it is power, water, paper etc., however it is managed effectively.

The operating procedures include the precautions to be taken while collecting, storage, issuing the harmful chemicals and labelling in a proper manner. Harmful chemicals used in Laboratories are diluted and flushed out in a safe manner. Used plastic, paper, broken glass and other materials are disposed in dustbins for recycling.

- 1. Solid Waste Management: The solid waste on the campus includes disposables, paper, dry leaves and garbage.**

Awareness programs were conducted to the students on waste Management. Steps are being taken in an organized manner to separate biodegradable and non-bio gradable waste materials. The biodegradable waste is moved to the Compost Unit. This Compost is used for the gardens in the college. The non-bio gradable materials such as glass, plastic covers and other Waste materials are collected and handover to the local Recycle units.

1. **Liquid Waste Management:** The College is situated in down area with high roads. So, the water running down into the college ground during rainy season, is allowed and absorbed in recharge pits. The number of rain water pits in the college were dug by NSS students. This water helps to elevate ground water levels for the bore wells in college surroundings.
1. **E-Waste Management:** The E-Wastes are generated from Laboratories of Physics, ELL Labs, Computer Labs, JKC Lab, Chemistry and other labs. The electronic waste materials in the college such as unused desktops, printers, photocopies and other e-waste are collected and stored in a defined area. Thus waste materials is generally subjected to reuse, resale, recycle and disposed. The collected e-waste in the college, was disposed through APTS Ltd. The computer and other related waste materials purchased in the past were not reparable and they are kept in separate store room.
1. We are following standard procedures in science laboratory by managing the hazardous materials in laboratories.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	A. Any 4 or All of the above

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

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The word 'tolerance' means 'the willingness to accept opinions or behaviour you may not agree with'. It means to express one's point of view in a decent and respectful way while respecting the sentiments of others.

Tolerance is necessary in all spheres of life, at every stage and level. It helps establish peace in society.

Importance of tolerance:

Accept religions differences - Victor Hugo observes that 'Tolerance is the best religion'.

Peoples religious practices and worship is a personal thing and they have the right to believe in the religion they want. If there is tolerance, there would be few quarrels on the basis of religion.

Teamwork and coordination - Tolerance is very essential at the workplace. With employees from different cultural, social and religious backgrounds working together, things can get challenging. Tolerance facilitates teamwork and coordination among employees.

India is a country with a number of religions and religious beliefs and practices as well as cultures and is an important example of communal harmony to the world. It helps to bring cooperation among people of different communities

It develops a sense of brotherhood and reduces communal clashes. It encourages innovation. Communal harmony means that people of different religions, castes, creeds, sex and different background live together in the society with love and peace amongst them. Communal harmony strives to create goodwill and harmony among various communities. The aim is to foster an ethic of coexistence rooted in or inspired by religious and cultural values.

This college has diversified group of students were belongs to Hindu, Muslim, Christian and other Minorities. In some countries Minority religions community are more in number. Even though we are giving equal importance to each and every community. We are promoting tolerance and harmony in this institution by cultivating habits giving equal opportunities to all religions and Communities. We are justifying by inculcating cultural values by conducting college level youth festivals and encouraging students to participate in University level and National Level festivals and competitions. We are celebrating all regional festivals and

giving equal importance in promoting tolerance and harmony towards cultural, regional, linguistic, communal and other diversities.

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

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

The affiliating University curriculum is framed with mandatory courses like Professional ethics and human values, Constitution of India .The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students.

A separate NSS unit is started exclusively to encourage the students and the unit is successfully conducting activities to serve the society

The institution celebrates all National festivals, birth and death anniversaries of great Indian Personalities with spirit. The institution celebrates National Festivals like Republic Day, Independence Day and Gandhi Jayanti in the campus. We insist our students and members of Teaching Staff to take part in related programs. In addition to the above National Festivals we are celebrating Teacher's Day on September 5th, National Youth day on Ambedkar Jayanti, National Voter's day on Jan 25th, International Women's Day, World AIDS day on Dec 1st, National Science Day on Feb 25th and other important festivals in our seminar hall by arranging appropriate photos and banners. Especially we celebrate NSS day in Sept with NSS Volunteer students, NSS POS and other faculty members. In this connection we are identifying dedicated students who are participating in Voluntary Service in various college level activities. At the end of every Academic year we are organizing College Day celebrations by setting a special stage in the college campus. In this occasion Essay Writing, Elocution,

Patriotic songs competition are conducted to the students at college level and prizes were given.

Republic day and Independence Day is celebrated with great enthusiasm by NSS volunteer of our college. The assembling area and Flag pole is prepared and maintained clean by removing all garbage and grass with support of students and staff members of our college. This is followed by speeches from principal, faculty and students. Then patriotic songs and other freedom fighters videos were showed to the students.

National science day has been celebrated every year with great zeal and spirit. We, faculty, students gathered in the seminar hall to commemorate the discovery of Raman Effect. First of all students were informed about the discovery of its importance and Science day and asked to present in the science day celebrations. The best speakers were given prizes. In this occasion we conducted science exhibitions to students and after scrutiny students are awarded with prizes and books.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

The institution celebrates all the national and international commemorative days, events and festivals like International Mother Language Day, International Womens Day, International Human Rights Day, Police Commemoration Day etc. in Collaboration with local associations and Police etc. and conducts rallies to get awareness in the society.

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

7.2 - Best Practices

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

Best practice-1

1. Title: ICT Based Learning
- 2.

- To upgrade the use of ICT in teaching learning process by students.
- To assist the students in getting additional information on given subject.

- To uplift the students in browsing free educational online resources.
- To implant skills, knowledge collection, presentation in the students.
- To give opportunity to students for presentation of their skills.

Computer Knowledge and internal Skills:

- To make best use of the institutional ICT facilities by staff and students.
- To enhance the departmental digital learning methods with student centric activities.
- To minimize the use of paper in academic matters.

1. Content:

- Encouraging the use of technology in one of the five core principles of higher education as mentioned by NAAC to utilize the prospects of advancing technology for providing better and quality education
- Enhancing the systems with LAN and internet facility to go for revolutionary attitude for their most utilization
- All the students should learn basic computer skills and internet skills as a part of system skills are then strengthen in JKC activities.

1. The practice:

Step I: Exhibit the list and topics given to the students with following instructions and the plan of using ELL (English Language Lab). JKC lab, computer applications lab on the department notice boards.

Instructions:

- Note down the topics mentioned against their roll numbers.
- Go through the reference books journals/publications in the library and collect information.
- Visit computer labs on the mentioned date and scheduled

- timings, to use the computer systems and internet facility
- Use Google search engine - open the websites of concerned topics and get the required material and save in your folders.
- Prepare the assignments in the word or ppt format.
- Limit the assignments to 7-8 pages in the word format in MS Word or 10-20 slides in PowerPoint.
- Go through the assignment once or twice and make necessary changes.

Schedule for English Language Lab, JKC Lab and Computer labs:

The computer faculty and JKC Mentor are instructed to help the students in the process and solve any technical problems, if occurred in the course of time.

- The students were divided in to batches.
- Each batch is assigned a slot for 3 days for collecting the information editing finalization and online submission to the concerned faculty or to the department.

Step II: work done by the Students

- The given topics were note down by the students.
- Preparation of the frame work of the assignments by the students by using library resources.
- The students go to the Computer Labs as per the time allotted and collect the information and prepare the assignments in Power point or word format.
- The students submit their assignments online to the concerned departments.
- Students work is supervised by faculty members in computer labs and necessary suggestions were given.

Step III: Activities in the Department

- Downloading the student assignments
- Evaluation and awarding marks
- The pass marks are based on observation and evaluation.

Step IV:

Motivation and guidance in using the essential Digital Assignments in the Seminars

Step V: Evidence of Success

- Passionate participation of students in the preparations of assignments in digital mode using by resources in the computer lab.
- Intensifying the digital facilities in each department.
- Student's motivation towards ICT based self-learning.
- Peer learning by sharing the digital assignments.

Resources Required:

- One virtual class room and three digital classrooms are provided for student's interactions, learning, sharing knowledge from subject experts.
- Computer labs and ELL labs with internet facility.
- Computer tables, Desktop Computers, LCD projectors for presentation are provided to the students.
- Reference books, periodicals/journals are available in central library.
- Make the use of learning managements systems (LMS).

Step VI: Problems Encountered

- Few students are unable to edit e-content downloaded from various sources and prepare a frame work of the given assignment. Those students are identified by concerned faculty members and guide them to complete the assigned work.
- Some students in every batch face some problems in the preparations of allotted digital assignments due to lack of computer and internet skills. The students are advised to take the assistance of their peer group who are well known of computer and internet skills.

Best Practice 2:

Best Practice II: Floral Arrangements

1. Title of the Practice: Floral Arrangements

This training of decoration, beautification, bouquet making is undertaken in the Institution.

1. Goal: The main object of this practice is they can keep

their homes clean, tidy and in a well decorated way. We feel that making women students aware of home decoration, beautification, bouquet making is the first priority and remains for lifelong. Hence we taught the women students the technique and the methods of floral arrangement. It also creates an aesthetic sense in their households. This training also creates an opportunity for them to enhance their skill for commercial purpose.

2. **The Context:** Since the students come from rural poor and illiterate background, they may not be aware of many things that are related to richness. Beautification, decoration and housekeeping are such practices related to urban people. Today's girls are tomorrow's home makers. Therefore it is thought that if these skills are taught to them, they may benefit from the skills in future. Hence it is decided to take up training the women students in floral arrangement.
3. **Practice:** The women students are asked to collect various types of flowers available from their surroundings, both wild and grown in gardens. In response this and the students brought many varieties of flowers. The women Faculty of the Women empowerment cell/Eco club taught them the techniques of floral arrangement and bouquet making. These skills were used when the students made floral arrangement for the Seminars/Workshops/other function conducted in the institution.
4. **Evidence of success:** The students were enthusiastic throughout their training period. All the floral arrangements made during the functions and the flower bouquets were handed over to the dignitaries, prepared by the students. Many people appreciated the efforts taken by the students in the stage and in the hall about floral arrangements.
5. **Problems occurred and resources required:** In the beginning the students were very slow in learning as they hail from a rural background. But women are naturally adept in learning flower arrangement techniques. This floral arrangement skill is taught in cities only and the art belong to urban areas. But the students have shown much patience and developed the flower arrangement skills.
6. **Note:** It is one of the efforts of the Women empowerment cell to create a dignified way of teaching a skill to women students to enhance the skill for commercial use.

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

7.3 - Institutional Distinctiveness

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

This institution is always ready to modify methods and means to meet changing conditions following some of the novel and better practices that are practiced in our college.

1. Teacher - parent interaction, ward system, remedial coaching classes for slow learners are being conducted for the progress of the students to bring back the students in right track.
2. To inculcate values in helping and giving and make the students to realize the humility and humanity in their hearts and mind.
3. Endowment Prizes: The main objective of this practice is to recognize and honour the able students in academics, Literacy, Cultural and Sports activities on the occasion of college day celebrations to encourage competition among students. These practices motivate the students to meritorious and zeal oriented all round development.
4. The college conducts blood donation camps every year through voluntary services like NSS and Academic services like DRC, RRC, YRC associated with Indian Red Cross Society. The students come forward to donate blood to IRS units and Government Hospital Blood Bank, Madanapalle. List of student volunteers identified to donate Blood in Medical Emergencies.

The institution always trust in being dynamic in performing best and innovative exercises. Innovations endeavour when there is a need for the benefit of students. The following Innovative practices has been introduced in our college.

- Academic Annual Plan, Teaching Diary, Teaching Notes are maintained by faculty for implementation of work.
- Feedback system from students is obtained to enhance and evaluate teaching skills and methods.

- Various social service programs are conducted through NSS and members of different departmental committees of the college.
- An alumni association has been formed to help and inspire students.
- Academic coordinator is appointed by the principal to check academic matter such as academic audit and NAAC.
- The office and department are encouraged to use e-governance to reduce paper work.
- Certificate courses and bridge courses were conducted in few subjects.
- Prayer assembly is being implemented every day in the beginning hours of the college.

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

7.3.2 - Plan of action for the next academic year

The students of the NTR Govt. Degree College are largely of marginalized sections that cannot pursue higher education, and therefore, need every assistance and support. Owing to their unfavorable social and academic backgrounds these students have not been able to take part in most competitions, seminars, workshops and such other congregations held in other colleges. The following are the future plans: vTo start new P.G. courses in Arts, Commerce and Science. vTo link the college activities with community vTo improve the library access vTo improve the physical education facilities vTo Maintenance of Botanical Garden vTo beautify the college vTo establish a competitive coaching system vIncreasing the no. of free certificate courses and enrolments

1. Organize interaction programs with industrial Experts
2. More women cantered activities
3. Involve more students in online certification courses such as MOOCS, NPTEL, etc.
4. Continue internal Academic and Administrative Audit.
5. Improving the students' strength in all courses and increase women to men ratio.
6. Free Wi-Fi access to all
7. Improve the no. of Minor and Major research projects

NAAC