



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

SGK GOVT DEGREE COLLEGE

- Name of the Head of the institution

Dr.K.SRINIVASA RAO

- Designation

PRINCIPAL

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

08646273145

- Mobile No:

9866456431

- Registered e-mail

vinukonda.jkc@gmail.com

- Alternate e-mail

ksrao69@gmail.com

- Address

**NEAR CHECKPOST, CHATRAGADDAPADU
ROAD, VINUKONDA**

- City/Town

VINUKONDA

- State/UT

ANDHRA PRADESH

- Pin Code

522647

2.Institutional status

- Affiliated / Constitution Colleges

Affiliated UG College

- Type of Institution

Co-education

- Location

Rural

- Financial Status

UGC 2f and 12(B)

- Name of the Affiliating University

ACHARYA NAGARJUNA UNIVERSITY

- Name of the IQAC Coordinator

Dr K V S KOTESWARA RAO

- Phone No.

08646273145

- Alternate phone No.

8985432683

- Mobile

9182489092

- IQAC e-mail address

iqac@sgkgdcvinukonda.ac.in

- Alternate e-mail address

vinukonda.jkc@gmail.com**3. Website address (Web link of the AQAR (Previous Academic Year)**[https://www.sgkgdcvinukonda.ac.in/userfiles/AQAR%202021-22\(3\).pdf](https://www.sgkgdcvinukonda.ac.in/userfiles/AQAR%202021-22(3).pdf)**4. Whether Academic Calendar prepared during the year?****Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.sgkgdcvinukonda.ac.in/userfiles/22-23.pdf>**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	71 %	2006	21/05/2006	20/05/2011
Cycle 2	B	2.26	2016	06/11/2016	05/11/2021
Cycle 3	B++	2.80	2024	14/03/2024	13/03/2029

6. Date of Establishment of IQAC**16/10/2022****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
Institutional 1	Scholarships	State Government	2022-2023	6413219
Institutional 1	Budget	State Government	2022-23	91273

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **13**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11. Significant contributions made by IQAC during the current year (maximum five bullets)

Accepted IIQA and submitted the SSR and DVV for NAAC Accreditation

With the help of other departments, we conducted various Awareness programmes to sensitize the students towards issues such as Birth Anniversaries of Scientists, Gender sensity and Environment promotion Programmes.

Played crucial role in conducting webinars especially by the department of English and Telugu

Initiated the conduct of certificate courses

Played active role in the preparation of Academic Calendar

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
Encouragement in promoting Research	Conducted programmes to encourage and motivate the Staff towards Research. As a result Resolved to sanction Rs 25000 to chemistry department for the establishment of Research Lab.
Coaching Classes for PG Entrance	Conducted Coaching Classes for PG Entrance. As a result, 32 candidates got PG Admissions
Conduct of Certificate/Add-on Courses	Conducted ten certificate courses with various departments
Workshops and other programs	Conduced webinars
Conduct Extension activities	Various extension activities were conducted especially with active involvement of NSS, RRC, Eco Club.
Assist in Job Placements	Provided placements to 52 percent of students with the help of Jawahar Knowledge Center

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Planning Development Committee (CPDC)	12/06/2023

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	SGK GOVT DEGREE COLLEGE
• Name of the Head of the institution	Dr .K.SRINIVASA RAO
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08646273145
• Mobile No:	9866456431
• Registered e-mail	vinukonda.jkc@gmail.com
• Alternate e-mail	ksrao69@gmail.com
• Address	NEAR CHECKPOST, CHATRAGADDAPADU ROAD, VINUKONDA
• City/Town	VINUKONDA
• State/UT	ANDHRA PRADESH
• Pin Code	522647
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• Name of the IQAC Coordinator	Dr K V S KOTESWARA RAO

• Phone No.	08646273145
• Alternate phone No.	8985432683
• Mobile	9182489092
• IQAC e-mail address	iqac@sgkgdcvinukonda.ac.in
• Alternate e-mail address	vinukonda.jkc@gmail.com
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Name of the statutory body	
Name	Date of meeting(s)
College Planning Development Committee (CPDC)	12/06/2023
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2021 - 2022	23/12/2022
15.Multidisciplinary / interdisciplinary	

The College strictly adheres in consonance with NEP-2020, which has prescribed that all UG students are required to undergo multi-disciplinary courses. These multi-disciplinary courses are offered to ensure the students to select the subject of their choice and interest. The student has to complete 3 multi-disciplinary courses, each carrying 2 credits during the four Semesters. Students are not allowed to choose the courses in a major discipline or repeat courses that they have already undergone at the higher secondary (or) Intermediate level as the multi-disciplinary course. By offering these multi-disciplinary courses to students, the following outcomes are achieved: 1.To explore connections between different fields of study. 2.To broaden their intellectual and learning experience. 3.To develop the ability of integrating knowledge from various disciplines enabling them to address multi-faced challenges. 4.To promote a holistic approach in education and learning. 5.To enhance critical and problem-solving skills. The details of the Multi-disciplinary courses offered by the institution to the students are furnished in the table below: Courses offered for B.Sc Majors Semester – 1 A student has to choose any ONE of the following three courses Semester – 2 No Multidisciplinary course is offered in Semester 2 1. Introduction to Social Work 2. Principles of Psychology 3. Indian History No Multidisciplinary course is offered in Semester 2 Courses offered for B.A./B.Com./BBA/BCA Majors 1. Principles of Biological Sciences 2. Principles of Chemical Sciences 3. Principles of Physical Sciences No Multidisciplinary course is offered in Semester 2

16.Academic bank of credits (ABC):

The institution has achieved in creating the Academic Bank Of Credits (ABC) to all the students. As per NEP-2020, The ABC has been envisaged to facilitate the academic mobility of students with the freedom to study across the higher Educational institutions in the country with an appropriate credit transfer mechanism from one program to another in their journey to acquire a degree or diploma etc. It allows academic institutions to maintain the integrity of the credits and Maintains the authenticity and confidentiality of student credits The credits earned by students will be deposited in their ABC 'Academic Account.' If the student moves to a different institution, the accumulated credits get transferred to the account of the new institution. Credits may be transferred from an institution to be accumulated in another programme offered by the same or another institution. Once the credit is redeemed for the award of the above, it would be irrevocably debited from the respective

student's 'Academic Account' of ABC. The students are made to register to their account by the above said procedure, by the respective mentors. The use of ABC credits Improves transparency and helps to introduce a more flexible approach to the development of the curriculum

17.Skill development:

The prime focus of higher education is to enhance students employability skills. The student caliber to achieve their job and settle in their career is gauged through their employability skills. These skill enhancement courses are contemporary in nature and major-specific. With this view the institution has introduced Skill development courses and LSC's in the curriculum w.e.f. AY 2020-2021. These courses are offered in SEM I to IV encompassing 2hrs of teaching per week with 2 credits and only external assessment for 50 Marks. The student has to complete 6 courses and has a choice to select his/her desired Skill Development Course. Two major subject specific SDC's are offered during Sem I & II and One SDC is offered for Sem III & IV. The Details of the Skill Development Courses offered to students during the two academic years in the table below:

Courses offered for B.Sc Semester - 1 A student has to choose any ONE of the following three courses
Semester - 2 Semester - 3 A student has to choose any ONE of the following three courses
 1. Introduction to Social Work
 2. Principles of Psychology
 3. Indian History No Multidisciplinary course is offered in Semester 2
 1. Environment Audit (Chemistry)
 2. Poultry Farming (Zoology)
Courses offered for B.Com./BBA/BCA
 1. Principles of Biological Sciences
 2. Principles of Chemical Sciences
 3. Principles of Physical Sciences No Multidisciplinary course is offered in Semester 2
 1. Online Business
 2. Retailing
Courses offered for B.A.
 1. Principles of Biological Sciences
 2. Principles of Chemical Sciences
 3. Principles of Physical Sciences No Multidisciplinary course is offered in Semester 2
 1. Financial Markets (Economics)
 2. Disaster Management (English /Telugu)
Life Skill Courses
 Courses offered for B.Sc/ B.A./B.Com./ BBA/BCA
 Semester - 3 A student has to choose any ONE of the following three courses
 Health and Hygiene
 Development and Leadership
 Analytical Skills
 Environmental Education in III Semester is compulsory for all

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institution offers Indian Culture and Science as one of the Life skill courses for its students. Students are also given coaching in Indian History and culture as a part of

training them for competitive exams. Eminent scholars in Telugu are invited to deliver invited talks or guest lecturers on special days like Mathru Bhasha Dinotsavam. Cultural activities celebrated in student Induction programme on the name of Deeksharambh and college annual day celebrations.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

State Council of Higher Education, Andhra Pradesh designed syllabus along with course outcomes and programme outcomes. For every semester begining, the faculty of college modify and rearrnge the course outcomes every year according to the subject market needs. At the end of the every semester attainment of outcomes also calculated for every course and feedbacks are analysed.

20.Distance education/online education:

The learning material is disseminated to the students through whatsapp, the college website, and other digital means. The students are constantly encouraged to enroll themselves in swayam courses. A few teachers have completed online courses through HRDC etc during 2022-2023. The Department of Higher Education has an academic repository and students are directed to refer the video lessons and material posted on the departmental website.

Extended Profile

1.Programme

1.1	177
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	504
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	183
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	176
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	22
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	22
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	12
Total number of Classrooms and Seminar halls	
4.2	3, 61940
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	93
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution is affiliated to Acharya Nagarjuna University, Guntur. It adopts the curriculum prescribed by the affiliating university as per the guidelines of the Andhra Pradesh State Council of Higher Education. The affiliating universities frame the curriculum which is suited to the needs of students of the area from the common core curriculum for under graduate students with the subject experts.

Choice Based Credit System is implemented semester wise for all the programmes and courses in the institution. The Programme outcomes, Programme Specific Outcomes and Course Outcomes are designed and are circulated among the student community to ensure that students acquire the needed graduate attributes. They are displayed in the classrooms as an initiative towards outcome-based education.

At the college level, In the beginning of the academic year, the faculty members prepare semester-wise curricular plans including all activities and planed certificate courses for the effective teaching learning transaction. The institutional calendar is also prepared by incorporating various activities as stipulated in the University calendar. The faculty records the conduct of teaching, Practical's, Curricular and extra-curricular activities in teaching diary which will be certified by respective department In- charges. Continuous monitoring of curriculum delivery and documentation is being carried out by the Principal through OTLP app and IQAC through student satisfaction survey.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The institution prepares the Academic Calendar at the beginning of the academic year basing on the academic calendar prescribed by the affiliating university i.e., Acharya Nagarjuna University, Guntur. According to this Calendar,

The internal assessment helps towards ensuring the descriptions of the abilities and other qualities a course seeks to develop in students. In this college, we calculated the CIE by using four categories of inventory tasks and activities as mentioned below.

S.No

Type of Assessment

Weightage Marks

Two Mid - term examinations

20 + 15

2.

Seminar/Quizzes/Role play/ Group Discussion/ Presentations

5

3.

Assignments

5

4.

Cleaning, Greening and Attendance

5

Total

50

Rationalised to

25 M

Through this mechanism, the performance of the student is estimated in all aspects like academics, skills, sports, arts etc. The performance of the student is recorded and will be intimated to them and also to their parents. Apart from these, all the departments include various activities in their respective departmental plans and execute them for the overall assessment of the student. Separate registers are maintained by the respective departments accordingly. Every department maintains their respective Internal Marks Register and other relevant records for periodical verifications.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

A. All 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

8

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)	View File

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

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

10

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

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

237

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

237

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The institution integrates cross-cutting issues relevant to

Professional Ethics, Gender, Human Values, Environment, and Sustainability into the curriculum through the Core subjects, Life skill course subjects and Skill Development course subjects like Human Values and Professional Ethics, Environmental Education and Renewable Energy are taught as a foundation courses for the students of all programmes in their first three semesters.

Gender equality: Gender related issues are being addressed in the selection of topics for various courses in Languages and in History modules. Gender sensitization is carried out in co-curricular activities like debates, elocution, poster presentations etc. Women Empowerment Cell takes up gender related problems and counseling activities.

Apart from these, several activities are conducted under the aid of student support services like Women Empowerment Cell, Red Ribbon Club and Eco Club throughout the year. The activities include awareness programmes, cultural & literary competitions, quizzes, debates, group discussions etc. Blood Donation Camps are organized by the Red Ribbon Club of the college. The Women Empowerment Cell of the college hosts various gender sensitization programmes. Community Service Programmes are taken up at the institutional level by the NSS wing and also by various departments as a part of imparting value-based education.

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

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

133

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
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)	View File

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

504

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	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)	View File
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	https://sgkgdcvinukonda.ac.in/userfiles/14_1(3).pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

310

File Description	Documents
Any additional information	View File
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

72

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

2.2 - Catering to Student Diversity

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

The Institution focuses on the overall development of the students .Keeping this in perspective, an Orientation/Induction program is conducted at the beginning of the Semester for the new admissions. Department wise bridge courses are designed and conducted to the students accordingly. During the beginning of the Semester, each faculty discusses on the syllabus and curriculum to create awareness of their course they have enrolled and its importance for achieving success in their career. Their abilities are assessed based on their marks obtained during their intermediate and are categorized according to their intellectual levels as slow and advanced learners.

for slow learners:

- Remedial classes are conducted with a framed Time-Table, giving important questions and practicing them.
- Additional materials are provided to slow learners, for easy preparation
- Regular counseling are rendered to rectify their problems.
- Slip tests and Assignments are conducted on a regular basis.

for Advanced learners:

- Students are categorized based on their marks and special coaching is given after class hours.
- Special guidance are given on the presentation skills for their semester exams thereby making to score more marks
- Career guidance is given on behalf of career guidance cell and JKC to decide their career.

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

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

Number of Students	Number of Teachers
504	22

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

The institution implements nascent pedagogical methods to enhance better learning experiences for its students, which encompasses Lecture Method, Interactive Method, Experiential Learning. These methods are implemented rigourously by the faculty to enrich the learning experiences to the students. The Lecture-Method is implemented by Language Teachers, though a conventional methodology, but to improve the LSRW skills ICT mode is followed, displaying videos and other audio-visual aids. Faculty also pursue interactive method in their teaching. Through Interactive teaching, students are made to participate rigorously in the form of Group Discussions, Role-Plays, Seminars. Pair activities and group activities are conducted with the faculty as a facilitator guiding them accordingly. Educational quizzes and question and answers are also organized to enhance participative learning. Experiential learning involves practicals to enable the students to gain knowledge empirically. Faculty also organize field trips, industrial visits and display audio visual aids of rich educational content to the students. Further, pedagogical strategy of ICT to the students to enhance strong teaching-learning process. Wi-fi facility is enabled throughout the campus with good internet access. Students are initiated to make PPTs on their interested topics and give Seminars in ICT mode.

File Description	Documents
Upload any additional information	View File
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

The institution strives to implement its curriculum In ICT methods from the conventional method of teaching. It encourages intensive use of ICT enabled tools encompassing online resources for effective teaching and learning process. The college has Good wi-fi facility, virtual and Digital classrooms. Most of the teachers utilize ICT enabled tools for delivering their content to the students. Those include preparation of PPTs of their course content and use them in both online and offline classes. They make use of virtual classrooms to display educational videos, which proves worthy and intensive particularly for science students. They utilize LCD Projectors for Video Conferencing, webinars, Google Forms for quizzes, Google Classroom to conduct the assignments, slip test and quizzes, GSuite for Education, MOOCS and e-learning technology. A separate virtual Classroom , Multimedia Projectors, , Computers, are also used by the faculty. The college also enables the students to avail ICT mode by making them to watch, listen and interact on lectures on different topics by experts through virtual classroom. Some faculty have prepared LMS videos for their course content. Every faculty is available with lap-top to deliver their content to the students, having an internet access to strengthen their matter deliver to the students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.sgkgdcvinukonda.ac.in/pages.php?type=academics&id=lms-by-staff

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

18

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year****22**

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****5**

File Description	Documents
Any additional information	View File
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**47**

File Description	Documents
Any additional information	View File
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.

Students' evaluation is done on a formative basis. Focusing on the department specific requirements, a standard operating procedure (sop) for internal evaluation is designed in common.

- 1. 35 Marks for Mid term Examinations:.. Two Mid Examinations are conducted for every 2 units with 20 marks and 15 marks respectively.**
- 2. 5 Marks for Assignments Assignments are given during the class hours, and evaluated problems are identified, discussed and clarified accordingly.Maximum of 10 assignments are conducted through out the semester, and 5 marks are awarded.**
- 3. 5 Marks for Student Seminars: Every student should present a seminar on a particular topic andshall be evaluated by the respectivesubject faculty.Minimum of one seminar will be taken forawarding..**
- 4. 5 Marks for participation in extracurricular activities: As a token of encouragement and motivation, student participation in N.S.S./ Sports/FieldTrips/Extension Activities/anyotherextracurricularactivities,is considered.. Aof 2events will be taken into account with 1mark for each even tparticipation. Separate registersmaintained by the respective departments accordingly.**

The total 50 marks shall be rationalizedto 25 marks.

Every department maintains their respectiveInternal Marks Register and other relevant recordsfor periodical verifications

File Description	Documents
Any additional information	View File
Link for additional information	https://www.sgkgdcvinukonda.ac.in/departme nt_internal.php?subject=53

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

Semester examinations are conducted as per the rules and regulations of the affiliated University ,ANU,Guntur. The college takes utmost care and concern regarding the redressal of grievances related to examination issues of the students through the redressal cell of the examination committee.The issues related to the examinations are attended with care and urgency.Exam related grievances such as wrong spelled name,mistakes in Question paper code,provision of comfortable seating arrangements and other facilities are immediately noticed, accepted and rectified within a short span,accordingly..Further some issues like Noting of absent in the list,Misprinted word in names are taken to the notice of the university by the Principal ,though the endorsement of the university is final in this regard. The college has evolved a mechanism for redressal of grievances related to internal evaluation as well. The assessed internal test papers are shown to the students for self-assessment.In case of any grievances regarding internal assessment, the student is free to interact with the teacher and get it resolved. The unresolved grievance, if any, is referred to the Vice Principal through the Head of the Department.. Under the able guidance of Grievances/Redressal cell, every exam related grievance is solved transparently and efficiently with a time bound frame work.

File Description	Documents
Any additional information	View File
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.

Out come based education is nascent now-a-days so the institution focuses to satisfy the same by designing effective outcomes of the course ,for the over-all development of the students.It takes

utmost care to frame the CO's, PO's and PSO's for the courses offered to the students. The course offered for the program focuses on the syllabus and the outcomes exhibit what a student gains through the course. The co's, po's and pso's are given to the students and to the teachers along with syllabus, curriculum extra and co-curricular activities schedule at the beginning of the semester. The PO's and the PSO's of all the programs pursued at the UG level are uploaded in the college website. Further, all the co's, po's, pso's of the commencing courses are displayed at specific places of the college premises. POs and COs are kept in prominent locations of the campus for staff, students and public view. The assessment of co's by the students is done by organizing Mid & Sem examinations. By assessing their performance in the exams is used to estimate the level of attainment of the co's in each course. The assessment of PO's are based on strengthening the student profile by making them to participate in co-curricular, extra-curricular activities, placements and Higher Education.

File Description	Documents
Upload any additional information	View File
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 institution sticks strictly to the pos and psos prescribed of the university. The program outcomes and course outcomes are expected to be attained by the student after completion of the graduation. The assessment of course outcomes are made through the internal and external examinations. Every examinations conducted focus on the attainment of the course outcomes and exhibited through the performance of the students in the examination. The students are given feedback through online at the end of the graduation program. The program outcomes and program specific outcomes are attained based on the students profile, their participation in co-curricular and extra curricular activities, their job placements and Higher education.

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

2.6.3 - Pass percentage of Students during the year

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

163

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	View File
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)

<https://www.sgkgdcvinukonda.ac.in/userfiles/Report%20on%20SSS%202022-23.pdf>

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)	View File

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

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

0

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

5

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****10**

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year****4**

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

3.3 - Extension Activities

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

A student understands his role in the society when he interacts with his community. Extension activities pave a way for this interaction. Apart from academia, these extension activities bring about a sense of responsibility towards the society. They also act as a platform that showcases leadership qualities. Our college gives ample importance in organization of extension activities. In spite of inhibiting factors like lockdown, we are able to carry out about 14 activities that is beneficial for the society in one way or the other. Covid -19 diagnosis camp, Covid-19 vaccination drives, rallies on various social issues, organizing Blood Donation camp are some of the activities undertaken in this year. This has made a significant impact on the thought process of students. They are seen to become more empathic

towards community problems. They are seen discussing about various social issues and coming up with their own plans of addressing some of the problems.

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)	View File
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

5

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)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year****240**

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

3.4 - Collaboration**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year****24**

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
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****24**

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution has the following Infrastructure and Physical facilities. Our college exists in 38 acres of Area. The college has 11 classrooms & 3 digital classrooms. The institution has 9 laboratories for physics, chemistry, botany & zoology & computers. We have a good library with classical and modern books. Library is associated with a reading room where students can sit and read the books and journals and news papers which ever their choice. Institution has 3 staff rooms, which can accommodate the entire faculty. These Facilities were developed under the grant of UGC. As the Number of Students is strengthening year by year. Few more classrooms, labs and infrastructure in view of new courses are going to be facilitated. The existing number of computers is also not sufficient to cater to the needs of the student strength. Hence, attempts are being made to purchase new computers for computer Labs depending on the availability of Funds.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sgkgdcvinukonda.ac.in/infrastructure.php?title=class-rooms

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

The college has a Spacious playground of about 5 acres for students. As students are very much interested in games and sports

, our playground justifies their Limitless enthusiasms. We have indoor games such as Table tennis, Chess, Caromsetc, for our girls. Regarding outdoor games our play ground is well sophisticated with volley ball court, Badminton court, Tenacity court, Throw ball court, kabbady court and kho- kho court, Well established according to the needs and interests of the student community. We also have a provision To perform different types of athletics such as running, long jump high jump ,shot-put, Discus throw etc. We have a modern Gymnasium with modern equipment which aims at fitness of the students. It has Thread mill ,Cross trainer, cable crossover, assisted chin-up, let pull, Spin Bike, 45 degree leg press, preacher curie bench, peck fly, weights 100kg, dumbbells 100kgs, Adjustable leg developer...etc, The college has a spacious open Dias to perform cultural activities in different situations. The students may perform yoga also on this open Dias. It would be better if we have some dressing rooms and an Indoor auditorium to accommodate good number of students in adverse conditions like rain etc

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

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)**184732**

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The institution strives for achieving the complete satisfaction for the students for gaining Knowledge. For this, it has a well established library and students are made available with every resource they need for their knowledge enrichment. In order to do justice to students with whatever books they require without facing any hassle, an attempt of establishing a small Integrated Library Management System is achieved by the college at its level. It has installed SOUL software with 3.0 version enabled. It has provided accessibility to INFLIBNET with a catalogue, membership and maintenance of registers involving issues and receipts. By this, students are made to access through the materials according to their requirement. Further, with an initiative to provide benefit of accessing online journals, magazines etc easily and with free subscription, N-lists were created for all the staff and students, for developing research purpose for the former and for gaining knowledge for the latter. By this, both staff and students can refer to any journal they need at any time and from everywhere. Apart from this the library is made available with Three computer systems for both staff and students for browsing internet, and also has a spacious and silent Reading Room.

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

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)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)
23360

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)
4.2.4.1 - Number of teachers and students using library per day over last one year
46

File Description	Documents
Any additional information	View File
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

1. The college houses two computer labs which are utilized by staff and students to do Laboratory work, Impart English Language skills, implement Skill courses.
2. A total of 73 Computer systems are available for students and staff.
3. 30 computers were replaced by Laptops as a measure of upgradation.
4. CCTV is installed in two locations as a part of security measure.
5. The college has subscription for Gsuite for Education account since 2020.
6. Gsuite is used for online meetings/online classes, creating college mails for staff and students, getting feedback using Google Forms, Google Classroom in teaching and Evaluation .
7. The college has four Digital classrooms equipped with LED projectors,two of them with Audio aid.
8. The college has kept increasing its bandwidth over time.Initially there was only one connection with 200 Mbps. Later, in 2020, a new connection with 200 Mbps was installed. Again in 2022, a new connection with 100Mbps was taken.
9. The college now has a Wi-Fi enabled campus with seven Routers installed at different locations to make high speed internet available to all the staff and students.
10. Every staff and student is registered in N-List to get access to various journals and books.

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

4.3.2 - Number of Computers

93

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	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

177208

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

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

The College provides various facilities for all-round development of The students. These facilities include a library, gymnasim, virtual class room, Special courts for outdoor games like shuttle, tennicoit, volleyball, cricket, longJump, high jump. Facilities are provided for indoor games like chess caroms, table tennis. We have well equipped laboratories for all the science courses offered. We also have a separate waiting room for girls students. Special

rooms are Dedicated for mana TV & IQAC. One of the lecturers are made in charge for each of these facilities. All the students are free to access these facilities without Having to pay any extra fee in charge is responsible for protecting and undertaking any maintenance activity. Budgetary allocations are done from The college side when needed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sgkgdcvinukonda.ac.in/pages.php?type=administration&id=college-committees

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

476

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to institutional website	https://www.sgkgdcvinukonda.ac.in/userfiles/5_1_3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
285	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
285	
File Description	Documents
Any additional information	View File
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	A. All of the above

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

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

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

95

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

32

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

10

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

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

Our Institution endeavours to include the students in all forms of administrative co-curricular and extra - curricular activities so as to ensure all round holistic development of the students. The student council representatives actively participate in various activities. They help in coordinating all the events related to academics, co-curricular and extra - curricular activities, as per the directions of teaching faculty. They also motivate other students to take part in activities conducted by the Institution. They work as a medium between faculty and students. Every year the student union participate in every college activity such as Independence day, Republic day, Fresher's day and Fare well programme etc.

Contribution of the student council in academic administration:

1. Coordination in day to day academic activities at their level
2. Coordination in communicating the information between students and teaching faculty
3. Coordination in conducting special event like NSS camp.
4. Coordination in organising Cultural events
5. Coordination in organising sports and games for the students
6. Coordination in arranging Industrial visits for the students
7. Coordination in inviting the external Guest speakers and organising the seminars and workshops

File Description	Documents
Paste link for additional information	https://www.sgkgdcvinukonda.ac.in/pages.php?type=administration&id=college-committees
Upload any additional information	View File

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

21

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

5.4 - Alumni Engagement

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

The registered alumni association of our college (Registration No. 655 of 2022) has significantly contributed to the institution's development through various initiatives during 2022-23. These alumni have made impactful donations, strengthening college resources and facilities while fostering a supportive learning environment.

One of the most notable contributions came from Sri Arikela Narsaiah (B.Com 1992), who provided 10 computer systems and supported the installation of a 3-kilowatt solar plant. This installation promotes sustainability on campus and enhances our technological resources. Similarly, Smt. Koneru Anupama (B.Sc 1994-97) donated five computers, advancing our digital learning capabilities.

Multiple alumni from various batches also joined efforts to support the solar plant project, highlighting a collective commitment to environmental responsibility. Additionally, alumni groups have funded essential infrastructure: the B.Com 1992 batch sponsored chairs and tables for the new computer lab, while the B.Sc 1997-2000 batch renovated the college dais. The staff club further supported eco-friendly transportation by constructing a bicycle stand.

These contributions reflect the alumni's dedication to enhancing educational resources, supporting sustainability, and ensuring the holistic development of the college community. Their generosity continues to enrich the college experience for current and future students, underscoring the powerful impact of alumni support.

File Description	Documents
Paste link for additional information	https://www.sgkgdcvinukonda.ac.in/pages.php?type=administration&id=alumni-activities-reports
Upload any additional information	View File

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

A. ? 5Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision

The vision of the institution is to make available higher education to all the young aspirants of the region and to edify their overall personality, keeping the emerging trends of the society in the view.

Mission:

To materialize the vision mentioned above, the mission is divided into the following achievable objectives.

- Catering to the academic needs of the rural poor students
- Imparting life skills to fit the students in the job market effectively
- Inculcating the spirit of diligence to achieve their goal and build their career
- Enriching the curriculum with value-based activities for the

holistic development of the students

- **Fostering the spirit of confidence and sportsmanship**

Our institute is the only Government Degree college in vinukonda region. This itself suffices our mission of providing education to the poor. Life skill courses are part of our curriculum thus fulfilling our second mission. Certificate courses, Jawahar Knowledge center and Career Guidance cell strives to inculcate a sense of competitive spirit among students. Student activities like seminars, presentations are given due importance for holistic development. They are encouraged to participate in various Co-Curricular and ExtraCurricular activities like sports, NSS, competitions like Quiz, Essay writing, Elocution etc and cultural programs like singing, dancing.

File Description	Documents
Paste link for additional information	https://sgkgdcvinukonda.ac.in/pages.php?type=about&id=vision-mission
Upload any additional information	No File Uploaded

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

- **Committees are constituted to look after various important activities in the college.**
- **Separate committees for NSS, RRC, JKC, Alumni Coordination, Academic affairs, student Grievances, Literary and Cultural Events, Sports, Women Empowerment, Eco-club, Exam Cell etc are constituted for smooth functioning of the college.**
- **College Planning and Development Council (CPDC) is constituted by the principal to involve various elements of society like philanthropists, entrepreneurs, Alumni, Parents in college development.**
- **Vice-Principal and IQAC assists the principal in maintenance of quality in curricular and co-curricular activities.**
- **Financial needs are met with the resolution of Restructured Fee committee, CPDC and special fee committee on recommendations of Staff Council.**
- **Senior Assistant shall assist the principal in the running of college office.**
- **Most of the committees is headed by a Senior Lecturer thus bringing decentralization in smooth running of the**

college.

- Student Council plays crucial role in organizing various events of the college and also gives its views on various decisions taken.
- Atleast one student is involved in every committee so as to make student community a part of college administration.
- Separate committees are formed by the principal to conduct various internal auditing tasks.

File Description	Documents
Paste link for additional information	https://www.sgkgdcvinukonda.ac.in/pages.php?type=administration&id=college-committees
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The staff council meets at the outset of the year to discuss the perspective plan of the college. Detailed plan is chalked out in Teaching learning process, Research, Professional development, College Activities etc. After finalizing the plan, the principal entrusts the responsibilities of implementing these plans to various committees constituted for this purpose. IQAC assists the principal in frequent review of activities and giving suggestions for improvements to coordinators. IQAC Coordinator also maintains a register of every day activities. These activities are reviewed every month and shortcomings are identified. The principal convenes a meeting and discusses plan of action to overcome these shortcomings. Student council also plays a vital role in the implementation of perspective plan. It helps to motivate students to participate in various activities conducted by the institution. In this way, the institution takes all the measures it could in deploying its perspective plan.

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.

Most of the policies followed by the institute are in sync with that of Commissionerate of collegiate education and Acharya Nagarjuna University to which the college is affiliated. Appointment of Regular staff and Contractual staff is done by the Commissionerate of Collegiate education. Other Full-Time lecturers are recruited by the college.

- Regarding administration, various committees shall be set up by the principal at the outset of academic year. The committees shall include IQAC, Restructured fee committee, Special Fee committee, Staff council, CPDC, Disciplinary committee, NSS, JKC, Grievance Redressal, Women Empowerment, Student council, cultural club, Literary club, Eco club, Committed for NIRF, AISHE, APSCHE data uploading, Career counseling, Student Council etc. These committees shall look into different aspects of the college administration and shall develop standard operating procedures for their activities.
- Teaching learning process is as per the guidelines of CCE and University.
- Vice-Principal, nominated by the principal shall assist the principal in monitoring and administration of these committees.
- Maintenance policies, other Full-Time Lecturer and other NonTeaching recruitment policies, Student disciplinary policies are framed by the staff council.

File Description	Documents
Paste link for additional information	https://www.sgkgdcvinukonda.ac.in/pages.php?type=administration&id=college-committees
Link to Organogram of the Institution webpage	https://www.sgkgdcvinukonda.ac.in/pages.php?type=administration&id=organogram
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	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
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

S.G.K. Government Degree College offers a number of welfare measures for teaching and non -teaching staff. All the teachers are encouraged to complete Professional Development Programmes offered by UGC HRDCs of various Universities.

There is a provision for availing Maternity leave for 6 months for women staff whereas the male members of staff are entitled to avail themselves of paternity leave for a period of 15 days as per the government rules.

- Teachers who are appointed prior to September 2004 are eligible for pension benefits on retirement. Faculty employed after 2004 are covered under New Pension Scheme**

namely CPS.

- GPF, Gratuity and leave encashment of Earned and Medical leaves facility is availed by retiring faculty as per Government norms.
- GPF loans as per eligibility and government rules.
- Child care leaves for the women employees.
- All the members of staff who are appointed on permanent basis are eligible for Employee Health Scheme and Medical Reimbursement under the guidelines of the Government of Andhra Pradesh which not only covers the individual incumbents but also their dependents.
- All the members of staff who are appointed on permanent basis are eligible for APGLI and GIS under the guidelines of the Government of Andhra Pradesh

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

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

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

0

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

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

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

0

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	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

15

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

- Feedback is taken from all stakeholders once in the year(twice from students).**
- A special meeting is convened to discuss the feedback and plan necessary action to improve the feedback.**

- Regarding Non-Teaching staff, feedback is taken from teaching staff, students and principal.
- A review on the feedback is conducted and necessary suggestions are given to Non-teaching staff for improvement.
- The commissionerate of collegiate education shall constitute an academic audit committee every year.
- Every faculty shall prefill a proforma, named Academic Self Assessment Report.(ASAR). The audit committee shall validate the ASAR and suggest improvements to teaching staff.
- The principal also constitutes a mock auditing committee before the arrival of audit committee and takes action for improvement.
- The principal also constitutes verification committees for departments including principal office and the college office.
- Feedback is taken from students on the faculty and teaching process at the end of academic year.
- The report of these committees and feedback analysis shall be discussed in staff council and necessary action is initiated.

File Description	Documents
Paste link for additional information	https://www.sgkgdcvinukonda.ac.in/pages.php?type=feedback&id=feedback
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

As this institute is a Government college, External audits are carried out by the commissionerate of collegiate education.. The principal shall constitute a committee to answer the paras of audit reports. The committee shall try to resolve the question by recommending measures to the principal upon which the principal takes a final decision. The Principal shall constitute a committee at the end of financial year to conduct internal financial audit. The committee comprises of IQAC Co-ordinator, An Alumni, a parent, one teaching and one Non-teaching staff. The committee shall audit cash books of the college and shall submit a report to the principal. The principal shall take necessary action in the form of asking for explanation of any pitfalls, issuing a

memo or recommend any action against the deviators to the commissioner of collegiate education.

File Description	Documents
Paste link for additional information	https://www.sgkgdcvinukonda.ac.in/pages.php?type=administration&id=college-committees
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)	View File

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

Committees namely Restructured Fee committee, Special Fee committee and CPDC (College Planning and Developmental Council) are formed for planning and utilization of college funds. These committees, on the recommendations of staff council, decide on the out flow of funds keeping in view optimum utilization of resources.

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

The following are the contributions of IQAC to institutionalize quality assurance strategies. 1. IQAC frequently suggests teaching staff on Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students. 2. IQAC Provides inputs for best practices in administration for efficient resource utilization and better services to students and staff. 3. IQAC provides inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak. 4. IQAC helps the principal in the implementation of Time-Table.

5. IQAC shall scrutinize the departmental action plans and see that they are adhered strictly. 6. IQAC shall strive to organize programs that are beneficial to students and faculty. 7. IQAC strives to take action in order to improve NAAC score of the institution.

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

i) IQAC shall convene a meeting at the outset of the academic year and chalk out the plan of Action. ii) All the staff are encouraged to use ICT tools in teaching and evaluation. iii) Frequent meetings are conducted to review the implementation of various teaching and learning methodologies. iv) Student Feedback is taken once in every Year. v) Alumni, Parent Feedback is taken once a year. vi) A review meeting is conducted on these feedbacks to point out the shortcomings and develop a plan of action to overcome these drawbacks.

vii) Frequent meetings are conducted to review the implementation of various teaching and learning methodologies. viii) IQAC shall collect all the data related to the college and departments that are needed to be filled in AQAR. ix) IQAC does the analysis of feedback collected from students, staff, parents and Alumni

and recommend the principal of the actions to be taken. X) IQAC shall monitor the student counseling done by the respective mentors. xi) IQAC shall frequently convene meetings and discuss about the improvements made in various domains over the time. xii) IQAC shall analyze the results of students and suggest for remedial coaching to the students needed.

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	No File Uploaded
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

Promotion of gender equity during the year

- To bring awareness on gender sensitivity.
- To deliver them from conventional mindset.

- To empower them rather to be dependent in male dominated Patriarchal society.
- To equip them stand on their legs.
- To instill confidence in them by making them know to be selfreliant.

The discipline committee of the college watches and wards the students in the campus to make the academic environment incidentfree and to create learning ambience. The ragging committee takes all out measures to make the college free from wild culture by bringing awareness, on the Implications of ragging.

The institution has taken significant measures to promote gender equity and sensitization incurricular and co-curricular activities, as well as provide facilities for women on campus. These measures have created a safe and inclusive environment for all students, regardless of their gender. The institution's commitment to promoting gender equity and sensitization is evident through its various initiatives and programs. Department of English has conducted a webinar exclusively on EcoFeminism and also published a book on the topic "EcoFeminism in contemporary Literature". The institution will continue to work towards ensuring gender equity and promoting gender sensitization in all aspects of campus life.

File Description	Documents
Annual gender sensitization action plan	https://sgkgdcvinukonda.ac.in/admin/uploads/7287.1.1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://sgkgdcvinukonda.ac.in/admin/uploads/7287.1.1.pdf

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

C. Any 2 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

Along with teaching and learning The college thinks of sustainability promotion as the core area of education. The Major Area of concern of the institution is waste management. The college has adopted different mechanisms for the safe removal or minimizing the wastage on the campus. Stringent measures are taken for the safety of nature and surroundings.

Solid waste management:

The prime concern of this sort is garden waste, waste paper and disposables. Students are instructed and brought awareness in this regard by arranging signboards at important locations. All the garden waste is dumped into the Vermi compost pit and the remaining solid waste is collected in dustbins and kept aside. The municipal authorities take measures to collect the same everyday and dump them off.

Liquid waste management:

The Liquid chemical wastes are disposed safely. The waste water generated from the RO plant is being channelized into percolation pit.

E-waste management:

Ours is an educational institution not much E-waste is generated. The electronic waste in the college includes used electronic parts, burned bulbs, wires, computer peripherals. This discarded material set apart for salvage or disposal. The outdated computer peripherals are kept aside for safe disposal as per the norms.

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

C. Any 2 of the above

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	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
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	View File
Policy documents and information brochures on the support to be provided	View File
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).

India is a country comprising unity in diversity. The institution also adheres to the rule of the country, comprising students and

staff belonging to diverse cultures and religions. Accordingly, it provides various opportunities to its students to cherish their cultures and its importance. Among many of its efforts to initiate tolerance and harmony, it organizes several programs and celebrates the prescribed ones.

Every year, the institution pompously celebrates Republic Day and Independence Day with staunch fervour and patriotism. On both the days, motivational speeches were delivered by the Principal and the staff to the students on the importance of the days to be cherished and to instill nationalism and patriotism.

Incidentally, the institution celebrates the birth anniversaries of eminent personalities and great national freedom fighters as a vestige of tolerance and harmony. Those include, Gandhi Jayanthi, Dr.Ambedkar Jayanthi, Dr.Sardar Vallabhai Patel in the name of National Unity Day, Moulana Abul Khalam Azad birthday as National Education Day with utmost pomp and grandeur.

As an initiative to make the students know about their leaders importance and contribution to the country, the institution organizes different competitions like essay-writing, oratorical etc on these leaders and prizes were distributed on the day of commemoration. To sensitize students on the importance of Mother Language, Mathrubhasha Dinotsavam is celebrated with patriotic fervour and grandeur.

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

As a part of achieving its initiative, the institution implements different ways to sensitize its students and staff. To inculcate national and patriotic fervour in the minds of the students, the college organises constitution Day (Nov 26) wherein students are created awareness on the history and content of Indian Constitution. Quiz program, elocution and essay writing competitions are conducted to develop knowledge for the students on constitution of India. To create awareness on the systems and rights

of consumers the college organises Consumer Rights Day. The students first are sensitised on the rights of the consumers and made to carry the same to the public domain. Further, the institution organises program to educate the students on epidemic diseases like AIDS, Swineflu, COVID-19 etc through NSS rallies, competitions, quiz etc

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

Nationalism and patriotism are the hall marks of our town Vinukonda. The institution organizes national festivals and birth & death anniversaries of the great Indian personalities with great

fervor. The college premises will be decked with festoons Wearing & adorning a festive look on these days. Teaching faculty and students in unison take up every activity related to the celebration with zeal. They invite the alumni, the members of college planning and development council and other associations in the town. Portraits of patriots, freedom fighters are kept garlanded on the stage. To address the gathering on the special days freedom fighters, senior citizens, retired army personnel are invited. The college conducts different competitions to give away prizes to the students on the day. The Principal hoists the national flag and addresses the gathering with his message. This program concludes with speeches by guests, prize distribution and patriotic programs. Academic competitions are conducted on these occasions for the students. A veteran freedom fighter or public representative will address the gathering followed by giving away of prizes marked by patriotic fervour with songs.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
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:

- Title of the Practice :- Student Centric Teaching /Learning

Objectives of the Practice:

- Encourage active Participation of students in teaching learning process
- Develop Problem-Solving Skills among the students
- Enable Personalized and self learning techniques
- Make Learning an Enjoyable Experience
- Inspire students Team work in teaching learning.

Practice:

Student Centric teaching learning activity is being achieved through various programmes inside and outside the college.

1. Participative learning and experimental learning are imparted and followed.
2. Role Play, Debates, Student managed Quiz programmes are being incorporated in teaching learning process.
3. Assignments, classroom and Home , are given to the students periodically.
4. Class Room Seminars are organised for every student.
5. Internships/Field Trips and Study Tours are arranged for experiential learning
6. Projects works are assigned to the meritorious students to achieve peer learning.
7. Community Service Projects are assigned to all first year completed students

Title of the Practice :- Capacity Building Initiatives

Objectives of the Practice:

- To enhance employability and life skills to the students
- To impart Career Counseling to students, through career guidance cell
- To train the students towards higher educational levels.
- To enable students get job opportunities through training & Placement cell.

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

7.3 - Institutional Distinctiveness

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

“The greener the world, the happier the life”

Much of the beauty of this earth is because of greenery and the growth of trees. Our college is centered in drought prone region. Despite this deterrence we labored hard to maintain greenery and beautify the campus with the soul motto of lively and serene

ambiance to the college. Importance is given to plantation, protecting, pruning. Regular maintenance is done by our dedicated staff. It gives homely feeling that we are away from urban concrete jungles and we are in nature. Even in summer also, we keep them green and alive by regular watering.

List of Trees in the campus:

1. Jamun - 25 Nos
2. Neem - 20 Nos
3. Tamirand - 05 Nos
4. Eucalyptus - 05 Nos
5. Ashoka - 03 Nos
6. Banyan - 02 Nos
7. Peepal - 02 Nos
8. Others - 20 Nos

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

7.3.2 - Plan of action for the next academic year

- 1) Achieve better grade in NAAC Assessment.**
- 2) Construct a new Cycle stand and College canteen**
- 3) Improve student admissions into PG.**
- 4) Improve Job placements of students.**