



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		SGK GOVERNMENT 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		
• 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.					
• 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%202020-21.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://sgkgdcvinukonda.ac.in/userfiles/Academic%20Calendar%202021-22.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
6.Date of Establishment of IQAC			26/10/2021		
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	2021-22	916883	
Institutional 1	Budget	State Government	2021-22	95500	
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	10	
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)		
Conducted workshop on Departmental Activity Register, Course outcomes, Programme outcomes and Programme specific outcomes		
Conducted workshop on NAAC Criteria		
Capacity building initiative on teaching quality improvement Programme		
Initiated the conduct of certificate courses		
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.		
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.
Conduct of Certificate/Add-on Courses	IQAC under the aegis of Department of Computer Science, Department of Commerce, Department of Chemistry and Department of English of the college successfully conducted four certificate/Add on courses. Out of these one is Add-on Course conducted by Department of English and the others are Certificate courses conducted by other three Departments individually.
Field visits	Seven Departments (Department of Botany, Department of Zoology, Department of English, Department of Telugu, Department of History, Department of Economics and Department of Political Science) of the college successfully organized Field visits to expose the students to the real world .
Improvement of the results	All the departments of the institution conducted remedial coaching classes to the slow and medium learners and provided the study materials to improve the pass percentage of the students in semester end examinations. As a result the final year percentage increased to 89%
Awareness Programmes	Celebrations of birth anniversaries of Scientists, Important days celebrations,

	Environment, Gender issues and Social responsibilities etc.
Workshops and other programs	Conducted workshops and Faculty Development Programmes
Coaching Classes for PG Entrance	Conducted Coaching Classes for PG Entrance. As a result, Shaik Hafija got 59th State Rank in PG CET for M.Sc. (Mathematics)
Improvement of Student admissions	IQAC motivated the faculty members to visit near Intermediate colleges and increase the admissions. As a result the faculty has visited and motivated the students in Various Intermediate colleges which are situated near the Vinukonda, Government Junior college (Vinukonda), Gitam Junior college (Vinukonda), Viswa sai junior college (Vinukonda), AP Model School (Cheekateegalapalem), AP Model School (Epuru), AP Model School (Bollapalli), AP Model School (Nuzendla), Gurukula Patashala (Uppalapadu), Government Junior college (Tripurantakam). As a result, 222 students admitted.
Encouragement in promoting Research	Conducted programmes to encourage and motivate the Staff towards Research. As a result, Two faculty members(N. Vasanthi, Lecturer in English and M. Jagadeesh, Lecturer in Commerce) joined Ph.D course in the Year 2021-22 and to establish research lab with Rs 25000 for chemistry department.
13. Whether the AQAR was placed before statutory body?	Yes
• Name of the statutory body	

Name	Date of meeting(s)
IQAC Committee	03/12/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021	Nil

15. Multidisciplinary / interdisciplinary

The college works in consonance with its vision of providing quality education to its students to shape them into intellectually competent, skilled and self-reliant, and morally committed citizens. The college follows the CBCS system which gives ample scope for students to exercise their choice in academics. Several foundation courses which are interdisciplinary in nature are also offered to students thus giving scope for a science student to pursue his artistic interests or an art student to take up a science course.

Teachers participate in refresher courses conducted by various HRDCs (both online and offline modes) throughout the nation to promote their research activities and improve their teaching competencies. The institution also conducts Faculty Development Programmes for the promotion of Communication and Digital literacy skills of the teachers. Several teachers participated in various online courses, webinars, conferences, etc., throughout the pandemic period to enhance their digital skills.

16. Academic bank of credits (ABC):

The college, being a Government College, functions as per the rules and regulations stipulated by the Government of Andhra Pradesh, Commissionerate of Collegiate Education, and the affiliating university. Hence, the institution initiates the Academic Bank of Credits as and when the authorities issue SOPs on it.

17. Skill development:

Introduced skill development courses (SDC) and Life Skill Courses (LSC) in the curriculum with effect from 2020-2021. These SDC and LSC will be offered with 2 hours of teaching per week with two credits, 50 maximum marks and only external assessment. LSC are introduced to make students learn the subjects that are essential in modern world. SDC are intended to train students in multiple career oriented skills in Arts, Commerce and Science streams. A wider choice is given to students to choose one course from a total

of six courses (two from each stream).

List of Skill Development Courses:

Sem	No of Courses	Stream - A (Arts)	Stream - B (Commerce)	Stream - C (Science)
I	1	Tourism Guidance (History) Public Relations (Pol Sci /English)	Secretaryship Insurance Promotion	Electrical Appliances (Physics) Plant Nursery (Botany)
II	2	Journalistic Reporting (English) Survey & Reporting (Economics/History) Social Work Methods (Pol Sci) Performing Arts (Telugu)	Agricultural Marketing Business Communication (English) Advertising Logistics & Supply Chain	Solar Energy (Physics) Fruit & Vegetable Preservation (Botany) Dairy Techniques (Zoology) Food Adulteration (Chemistry)
III	1	Financial Markets (Economics) Disaster Management (English /Telugu)	Online Business Retailing	Environment Audit (Chemistry) Poultry Farming (Zoology)

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 beginning, the faculty of college modify and rearrange 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 2021-2022. 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	213
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	533
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	264
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	39
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	23
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	22
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	14
Total number of Classrooms and Seminar halls	
4.2	643261
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	73
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 APSCHE. 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. Some of our faculty members act as BOS members.

Choice Based Credit System is implemented semester wise for all the programmes and courses in the institution. The Programme outcomes, PSOs and Course Outcomes are designed and are circulated among the student community to ensure the students acquire the required graduate attributes.

At the college level, In the beginning of the academic year, the faculty members prepare semester-wise curricular plans including all activities and planned 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	https://www.sgkgdcvinukonda.ac.in/pages.php?type=academics&id=cos

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 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

1.

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	https://www.sgkgdcvinukonda.ac.in/userfiles/Academic%20Calendar%202021-22.pdf

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

8

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

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

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

4

File Description	Documents
Any additional information	View File
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

202

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

202

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

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

133

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	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

418

File Description	Documents
Any additional information	No File Uploaded
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

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://www.sgkgdcvinukonda.ac.in/userfiles/Feedback%20on%20curriculum%20merged.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		
211		
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	http://sgkgdcvinukonda.ac.in/userfiles/2_2_1%20learning%20levels%20of%20students.pdf
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
533	23

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	http://sgkgdcvinukonda.ac.in/userfiles/2_3_1%20LMS%20links.pdf

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	http://sgkgdcvinukonda.ac.in/userfiles/2_3_1%20LMS%20links.pdf

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

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

6

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

69

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

2.5 - Evaluation Process and Reforms

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

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.

- 35 Marks for Mid term Examinations:. Two Mid Examinations are conducted for every 2 units with 20 marks and 15 marks respectively.
- 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.
- 5 Marks for Student Seminars: Every student should present a seminar on a particular topic and shall be evaluated by the respective subject faculty. Minimum of one seminar will be taken for forwarding..
- 5 Marks for participation in extracurricular activities: As a token of encouragement and motivation, student participation in N.S.S./ Sports/FieldTrips/Extension Activities/any other

The total 50 marks shall be rationalized to 25 marks.

Every department maintains their respective Internal Marks Register and other relevant records for periodical verifications

File Description	Documents
Any additional information	View File
Link for additional information	http://sgkgdcvinukonda.ac.in/userfiles/2_5_1%20%20CIA%202021-22.pdf

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. The college grievance redressal cell is taking empathetic care regarding students re-valuation issues. Nearly 63 students from all branches and semesters have applied for revaluation and had their problems solved. The college has evolved a mechanism for redressal of grievances related to internal evaluation as well. 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 within a time bound frame work.

IQAC shall prepare the academic calendar at the outset of the academic year. The Examination cell would convene a meeting of all the teaching staff and decide on the schedule for the conduction of internal exams. The cell is also responsible for the strict adherence to the schedule. The time table for External Exams is published by the University.

File Description	Documents
Any additional information	View File
Link for additional information	http://sgkgdcvinukonda.ac.in/userfiles/2_5_2%20rv.pdf

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.

Outcome 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 i.e. (BZC, MPCS, MSCS & MPC) B.A (HEP, OEP), B.com (COMP, GEN) are uploaded in the college website. Further, all the CO's, PO's and 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. POs and COs are displayed in Department office, Laboratories and Department library. 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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://sgkgdcvinukonda.ac.in/userfiles/2_6_1%20Course%20outcomes.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

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	http://sgkgdcvinukonda.ac.in/userfiles/2_6_2%20PO-PSO-CO%20all.pdf

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

40

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	http://sgkgdcvinukonda.ac.in/userfiles/2_6_3%20list.pdf

2.7 - Student Satisfaction Survey

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

<http://sgkgdcvinukonda.ac.in/userfiles/Report%20on%20SSS.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)

00

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

00

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

1

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
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

00

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

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in

national/ international conference proceedings during the year**1**

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 paves a way for this interaction. Apart from academia, these extension activities bringabout 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. Inspite of inhibiting factors like lockdown, we are able to carry out about 14activities 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

11

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

277

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

2

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

1

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

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

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

The 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	http://sgkgdcvinukonda.ac.in/userfiles/4_1_1%20evidence.pdf

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, Caroms ...etc, 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, Discuss 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, precher curie bench, peck fly, weights 100kg,dumbbells 100 kgs, 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	http://sgkgdcvinukonda.ac.in/userfiles/4_1_2%20Facilitites%20provided%20for%20Sports(1).pdf

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	No File Uploaded
Paste link for additional information	http://sgkgdcvinukonda.ac.in/userfiles/4_1_3_1%20classrooms%20and%20seminar%20halls%20with%20ICT%20facilities.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

193800

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 2.0 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	http://sgkgdcvinukonda.ac.in/userfiles/4_2_1.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-

C. Any 2 of the above

books Databases Remote access toe-resources

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)****0.27**

File Description	Documents
Any additional information	View File
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**

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**

No of routers installed increased from 2 to 6 to enable efficient wi-Fi connectivity in every corner of the college building.

No of systems available for staff have increased from 5 to 7.

Premium antivirus software's are used for the security of systems.

Printers with wi-Fi connectivity are installed in every Staff room and office room.

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

4.3.2 - Number of Computers

73

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)

449821

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/userfiles/other%20commitees%20list.pdf

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

457

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 benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

File Description	Documents
Upload any additional information	View File
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	http://sgkgdcvinukonda.ac.in/userfiles/5_1_3%20Fitness%20with%20students.pdf , http://sgkgdcvinukonda.ac.in/userfiles/5_1_3%20%20%20%20Health%20&%20Hygiene.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

35

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

35

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
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

14

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

01

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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**20**

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.****13**

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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	http://sgkgdcvinukonda.ac.in/userfiles/other%20commitees%20list.pdf
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

20

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

5.4 - Alumni Engagement

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

The college has a alumni association for building strong bond between alumni and present students. The alumni give support to the students through interaction ,financial funding, guidance and placements. The alumni association of the institution is called as SGKGDCAA i.e smt Gangineni Kalyani government degree college alumni association. The misson of the alumni association is to foster a mutually beneficial relationship between the college and its alumni

Objectives of the alumni association:

- To encourage and promote close relations between the college and its alumni and among the alumni themselves
- To promote and encourage friendly relations among all members of the alumni body, and interest in the affairs and well being of the association
- To provide and disseminate information regarding their alma mater, its graduates, faculties and students to the alumni
- To assist and support the efforts of the college in obtaining funds for development
- To serve as a forum through which alumni may support and advance the persuit of academic excellence at the college

Activities and contributions

- Alumni have donated funds to assist the poor and merit students of the college
- Few alumni gave guest lectures to the existing students on the topics of their interest

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision

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 Extra-Curricular 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	http://sgkgdcvinukonda.ac.in/pages.php?type=about&id=vision-mission
Upload any additional information	View File

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

-> Committeess are constituted to look after various important activities in the college.

-> Seperate 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	Nil
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 Non-Teaching recruitment policies, Student disciplinary policies are framed by the staff council.

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

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	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

The welfare of the Teaching and Non-Teaching staff of the college who are either Regular or working on Contractual basis is under the purview of Government of Andhra Pradesh(GoAP). The GoAP implements insurance schemes like APGLI, GIS,EHS to provide assurance of sustenance to the families of the Employees. The GoAP also provides incentives to buy land and build Houses by waiving a part of the Selling price in Government ventures.

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****7**

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year****3**

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

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

->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	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

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	Nil
Upload any additional information	View File

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

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

235500

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

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

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 outflow 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 taken action inorder 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 short-comings and develop a plan of action to overcome these drawbacks.

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

B. Any 3 of the above

**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)**

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

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 self reliant.

The discipline committee of the college watches and wards the students in the campus to make the academic environment incident free 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.

International women's day is observed to impart gender equality, to understand the role of women in family well being and to educate them the multidimensional role of women in the society. On the day, women faculty of the college were felicitated. A few lecturers and

students made speeches about the prominence of the day.

Awareness program on Disha Act was conducted on 3/8/2021, 1/9/2021 to educate the girl students about their safety and how to protect themselves in case of any eventuality. The government has introduced an App to safeguard and protect Women, namely Disha App. It is immensely helpful to girls in particular and women in general.

File Description	Documents
Annual gender sensitization action plan	http://sgkgdcvinukonda.ac.in/userfiles/7_1_1%20WEC%20whole.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	http://sgkgdcvinukonda.ac.in/userfiles/other%20commitees%20list.pdf

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	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	No File Uploaded
Geo tagged photographs of the facilities	http://sgkgdcvinukonda.ac.in/userfiles/7_1_3%20Waste%20Management%20evidence.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

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	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-	C. Any 2 of the above

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

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 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.

Further 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.

Title of the Practice: ICT ENABLED TEACHING LEARNING

Objectives of the Practice

- To enforce blended mode of teaching learning activity
- To encourage teachers to innovative and versatile teaching practices
- To create new academic environment

The Context

The approach helped for the smooth functioning of classes even in COVID-19.

The Practice

Teachers are preparing PPTs and Videos to inculcate the students. Videos are prepared by the teachers are accessible in the college website.

Evidences of Success

Conducted hundred percent classes in the Pandemic COVID-19

Problems Encountered and Resources Required:

More number of ICT based equipment

Title of the Practice: Energy Conservation

Objectives of the Practice:

Awareness of conservation of energy resources

To make them aware of the risk of their exhaustion

To explore ways and means of saving energy

The Context

Need for judicious use of water, power and fuel. Training in

economic use of energy resources

The Practice:

Conducting lectures on energy conservation to create awareness among students. LED bulbs replaced the conventional bulbs. Waste water is channelized percolation pit. Rain water harvesting pits are dug to improve ground water levels.

Evidence of Success:

LED bulbs installed

Percolation pits dug

Problems Encountered and Resources Required

College funds

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

INSTITUTE DISTINCTIVENESS

“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. The college is planning to organize at least one certificate course from each department.

2. The college is planning to advise In-charges of the departments to organize Field visits and educational tours so that students can be exposed to the real world.

3. The college is planning to register the Alumni association.

4. The institution has decided to associate with APSSDC and run skill enhancement courses with 100% placement facility.

5. The institution has decided to conduct at least four seminars on diverse topics.

6. Encourage lecturers to publish books and Journal papers on various topics of research.