



Yearly Status Report - 2019-2020

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	S. G. K. GOVERNMENT DEGREE COLLEGE
Name of the head of the Institution	DR.CH.TULASI MASTANAMMA
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08646273145
Mobile no.	9000103952
Registered Email	vinukonda.jkc@gmail.com
Alternate Email	gdcvinukonda2020@gmail.com
Address	NEAR CHECKPOST, CHATRAGADDAPADU ROAD, VINUKONDA
City/Town	VINUKONDA
State/UT	Andhra Pradesh
Pincode	522647

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	K. STANLEY PAUL
Phone no/Alternate Phone no.	08647221817
Mobile no.	8309642283
Registered Email	gdcvinukonda2020@gmail.com
Alternate Email	vinukonda.jkc@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.sqkgdcvinukonda.ac.in/userfiles/aqar%202018-19(1).pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://www.sqkgdcvinukonda.ac.in/userfiles/Academic%20calendar%20merged(2).pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B	2.26	2016	06-Nov-2016	05-Nov-2021
1	B	00	2006	21-May-2006	20-May-2011

6. Date of Establishment of IQAC	10-Jun-2019
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Conducted an awareness program on the need for optimum utilization of ICT tools.	01-Aug-2019 2	13
Conducted a workshop on MS-word, MS-Excel, Google Drive for Non-Teaching staff	18-Dec-2019 3	5
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Commissionerate of Collegiate Education	ELL Lab Budget	Government of Andhra Pradesh	2020 1	144000
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

8

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

>Made internal Audit more effective > Increased CoCurricular activities > Strengthened the interaction with Alumni. > Made campus plastic free. >Conducted blood donation camp and AIDS awareness program

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality

Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Conduct of blood donation camp	Conducted Blood donation camp in association with NSS
Best out of the waste	planted saplings in plastic bottles
Book donation camp	Donated the book "My experiments with truth" written by Mahatma Gandhi
Faculty development forum	Organized every week
Take admission in online certificate courses	Made students register in coursera courses
Awareness drive on TB	Conducted in association with Government hospital,vinukonda
Alumni meet on grand scale(inviting all the alumni since1980)	Conducted
Conduction of workshop on FOLDSCOPE in the nearby colleges.	conducted by department of zoology
View File	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
IQAC COMMITTEE	14-Mar-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

05-Feb-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

All the Government Degree Colleges in Andhra Pradesh has a common MIS maintained by Commissionerate of Collegiate Education,AP. All the data related to the collegecollege information, course details, Student details, Faculty details, Cadre strength details, Exam Results, infrastructure details, data related to

Cocurricular and Extra curricular activities, News Letter etc are uploaded into MIS maintained by CCE.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution prepares academic plan at the outset of the academic year. Scrupulous analysis is done in the preparation of Time-Table. Every Lecturer prepares teaching plan well in advance. The teaching plan includes the segregation of topics to teach, method of teaching, tools to be used in teaching and assessment methods. Unlike regular classroom teaching, students are encouraged to self-learn the subject. Seminars, Discussions are included to enhance their learning. Students are assessed internally by using various ICT tools and customary methods. They are grouped based on their learning capacity into Slow learners, Medium learners and Fast learners. Special focus is exerted on slow learners by taking remedial classes. Regular feedback is taken from various stakeholders –students, parents, alumni and their suggestions are incorporated in chalking out the teaching plan. All the teaching staff maintains a teaching diary to record their day-to-day activities. These documents shall undergo a monthly inspection and audited at the end of every academic year.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Programming in Python	NIL	01/08/2019	40	Employability	Medium level programming
Fundamentals of Statistics	NIL	01/08/2019	40	Employability	Introductory Level

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Maths, Physics, Chemistry	06/06/2019
BSc	Maths, Physics, Computer Science	06/08/2019
BSc		06/08/2019

	Botany, Zoology, Chemistry	
BA	History, Economics, Political Science	06/08/2019
BCom	General	06/08/2019
BCom	Computer Applications	06/08/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	65	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	Nil
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	HEP	21
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
The college IQAC scrupulously analyses each form. A summary sheet of all the suggestions and complaints are charted out. They are then categorized into department specific. The respective incharges/co-ordinators of various departments are briefed of the report and are directed to submit a draft of plan of action. to study and incorporate the suggestions received. An IQAC meeting is convened to discuss the plan of action and a final version is prepared. The implementation of this document is constantly monitored.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Maths, Physics, Chemistry	30	5	4

BSc	Maths, Physics, Computer Science	30	10	8
BSc	Botany, Zoology, Chemistry	30	15	12
BCom	General	30	13	10
BCom	Computer Applications	30	15	11
BA	History, Economics, Political Science	60	30	26
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	167	0	15	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
15	15	1	4	Nil	Nil

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, in order to resolve day to day academic problems of the students, mentors are appointed for a class of students and they will counsel the respective students on in a week, to solve the problems come across during their course of study. Students mentoring system is implemented in the institute wherein Class wise students are assigned to a faculty member who acts as their mentor for the entire programme duration. Mentor regularly interacts with the students and monitor their academic performance and attendance. The College to implement the Mentoring system, Inculcating discipline, Punctuality and motivation among the students is the main objective in career building of a student. The college has adopted a well-established system Career Guidance Cell to monitoring and mentoring the students activity. The Career Guidance Cell aims at addressing conflicts in attitudes, habits and Knowledge of the students towards learning practice. The Mentor takes students attendance in every class during the first five minutes and after the class enters the list of absentees in the attendance register. Students are supported and guided both in co-curricular and extracurricular activities. The mentors of the class discuss with each and every student individually and supports them in all the possible ways to enrich their academic performance. The mentors contact the parents and educates them, if required about their wards performance, and the academic programmes of the college as well as the support system and the monitor system the student and parents. The mentors always keep a check on the attendance of the student, the marks/grades obtained in the internals externals examinations, and regarding his/her candidature in the provides remedial coaching.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
167	15	1:11

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
20	9	11	0	0

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	NIL
View File			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	MPC, MPCs, BZC	I, III, V	28/10/2019	08/12/2019
BA	HEP	I, III, V	28/10/2019	08/12/2019
BCom	GENERAL, COMPUTER APPLICATIONS	I, III, V	28/10/2019	08/12/2019
BSc	MPC, MPCs, BZC	II, IV, VI	16/09/2020	15/11/2020
BA	HEP	II, IV, VI	16/09/2020	15/11/2020
BCom	GENERAL, COMPUTER APPLICATIONS	II, IV, VI	16/09/2020	15/11/2020
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation (CIE) system is as per the University, University Reforms: The evaluation of the students on the basis of examinations is an integral part of the teaching- learning process. As per the guidelines issued by university B.A.B.Com and B.Sc Sem.-I ,Sem.-II, Sem.-III, Sem.-IV, Sem.-V and Sem-VI exams were conducted at college level in 2019-20. The semester examinations are conducted in the college on behalf of the university. The question papers of examinations are designed and provided through offline mode by the university. Institutional Reforms: The institute has a college level Exam committee. The college also follows criteria for internal college evaluation system. The college displays all the circulars on notice boards from time to time. The faculty informs and elaborates the syllabus, its objectives and paper patterns to students at the beginning. The faculties provide extra

guidelines and counselling to students. Thus, the system provides ways and means to ensure its creditability and reliability. The following are the evaluation processes are also implemented by the college for the continuous evaluation process, internal tests, assignments, quiz, presentations, lab work, seminars, Group Discussion and Project-work etc are taken into consideration.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Before the start of every academic session, Principal along with the Vice-Principal and Academic monitoring cell conducts an IQAC meeting with all the Departments and finalize the Academic Calendar in alignment with the College schedule. College academic calendar is designed considering all events in accordance with the University academic calendar and Commentariat collage Education calendar. In all 15 weeks are planned which mainly include commencement date, closing date of the term, dates of internal tests I and II, college festivals, submissions, oral / practical exams etc. Schedule for internal exams and tentative dates for University theory and practical exams are displayed in academic calendar. Curricular and extra-curricular activity dates, exam schedules and other activity dates are displayed in the academic calendar. Academic Committee is in charge of academic monitoring cell. Academic monitoring cell is responsible for ensuring proper academic calendar and teaching learning process. It monitors all parameters right from attendance, (75 attendance is mandatory as per University rules), assignments, practical's / labs, internal tests. Parent teacher meeting date is also mentioned in the academic calendar. Faculty conducts lectures and practical's as per the timetable in alignment with the academic calendar. Exams and result declaration are strictly followed on the dates mentioned in the academic calendar

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.sgkgdcvinukonda.ac.in/userfiles/2018-19%20po,pso,co.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
1	BSc	MPC	2	1	50
2	BSc	MPCs	6	4	67
3	BSc	BZC	5	3	60
4	BCom	GENERAL	2	2	100
5	BCom	COMPUTER APPLICATIONS	4	2	50
6	BA	HEP	20	15	75

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.sgkgdcvinukonda.ac.in/userfiles/sss.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	NIL	Nill	Nill
View File				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Workshop on the process of Applying for patent	IQAC	11/02/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	Nill	Nill	Nill	Nill
View File				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nill	Nill	Nill	Nill	Nill
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	NIL	Nill	Nill
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NIL	Nill
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/

Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	Nil	Nil	Nil	Nil	Nil	Nil
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	Nil	Nil	Nil	Nil	Nil	Nil
View File						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	0	12
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
COVID AWARENESS PROGRAM	NSS	16	100
BLOOD DONATION CAMP	RED RIBBON CLUB	16	60
SWACH BHARATH	NSS	11	110
Special Camp	NSS	3	50
AIDS AWARENESS	RED RIBBON CLUB	2	73
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	Nil	Nil	Nil
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities

AIDS AWARENESS	RED RIBBON CLUB	AIDS AWARENESS	2	73
Swach Bharath	NSS	CLEANING ADOPTED VILLAGE	11	110
Special Camp	NSS	CLEANING, AWARENESS PROGRAMS IN ADOPTED VILLAGE	3	50
COVID AWARENESS PROGRAM	NSS	AWARENESS CAMPAIGN ON COVID	16	100
BLOOD DONATION CAMP	RED RIBBON CLUB	DONATION OF BLOOD	16	60
View File				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	Nil	Nil	Nil
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	Nil	Nil	Nil	Nil	Nil
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	Nil	Nil
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3	2.15

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
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Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Student Management Software	Fully	2.0	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	15940	143000	20	4000	15960
Reference Books	270	116000	3	950	273	116950
e-Books	550	0	25	0	575	0
Journals	7	700	0	0	7	700
e-Journals	50	0	5	0	55	0

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	Nil	Nil	Nil

[View File](#)

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	43	20	15	0	0	4	4	200	0
Added	0	0	0	0	0	0	0	0	0
Total	43	20	15	0	0	4	4	200	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

200 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and
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	recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0.2	0.19	2.3	2.05

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college provides various facilities for the all round development of students. These facilities include a Library, State-of-the-art gymnasium, Virtual classroom, special courts for outdoor games like shuttle, tennis, volleyball, cricket, Long jump and High jump. Facilities are provided for indoor games like Chess, Carroms, Table tennis. We have well equipped laboratories for all the science courses offered. We also have a separate waiting room for girl students. Special rooms are dedicated for manaTV and IQAC. One of the lecturers are made incharge for each of these facilities. A student body is formed to look after each of the resources. All the students are free to access these facilities without having to pay any extra fee. The incharge is responsible for protecting and undertaking any maintenance activity. Budgetary allocations are done from the college side when needed.

[https://www.sgkgdcvinukonda.ac.in/userfiles/4_4_2%20Procedures%20for%20maintenance%20of%20physical%20facilities\(7\).pdf](https://www.sgkgdcvinukonda.ac.in/userfiles/4_4_2%20Procedures%20for%20maintenance%20of%20physical%20facilities(7).pdf)

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	Nil	Nil
Financial Support from Other Sources			
a) National	NIL	Nil	Nil
b) International	NIL	Nil	Nil
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga classes	16/08/2019	26	IQAC
Personal Counselling and Mentoring	01/09/2019	43	IQAC
Bridge Courses	01/06/2019	93	IQAC

Remedial coaching	01/09/2019	42	IQAC
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Training and Placement	38	44	16	21
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
4	4	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Hero motors (P) ltd. and Apolo Pharmacy	82	25	Nil	Nil	Nil
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	1	BA	HEP	ANU	HISTORY
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	0
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
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Essay Writing	Intra College	23
Rangoli	Intra College	8
Sports athletics	Intra College	45
Blood donation camp	Town	37
College day	college	96
Debate	college	19
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NIL	Nil	Nil	Nil	Nil	Nil
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council plays an active role in the implementation of college activities. It suggests on drafting and implementation of academic calendar, Time-Table, Extra Curricular and Co-Curricular activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

5000

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution practices decentralization and participative management. Concerted efforts have a lot of value for smooth and effective running of any institution. Decision making should not be associated with one particular person. As all the people have a direct or an indirect role in the upliftment of an organization, everybody should be given priority in decision making as well as the opportunity to serve for the organization with in ones limits, which makes every individual associated with the organization alert in the performance of duties. It also brings a feeling of oneness among the people. Keeping all the above thoughts in the mind, the college management

decentralizes all types of works to all the individuals equally, it could be administration or academic activities or co-curricular activities or anything. Individuals work freely, but with team spirit and without derailing the track of vision and mission. The principal and all the staff members sit together in the beginning of the academic year to construct an action plan keeping college vision and mission, guidelines of UGC and the university under which the college has been affiliated. The College constitutes various committees such as IQAC, Library committee, NSS committee, Literary committee, special fee committee, examination committee, cultural committee, RTI committee, eco club, red ribbon, women empowerment, student consultancy, grievance redressal, parent-teacher committee, Faculty forum, time table committee, admission committee, research monitoring, anti-ragging committee, women's grievance redressal committee, sports and games, students welfare committee. The new committees are formed as per the needs and demands of the academic year. Each committee is with a convenor and two members and the principal is the chair person of all the committees. After a thorough discussion in the staff meetings, headed by the principal, committees start working with predetermined aims and objectives, which are carefully framed keeping the college vision and mission in the view. The actual activity to be administered by committee is informed well in advance to the IQAC co-ordinator. With his consent and help, the action of the committee is informed to the students and the report of the activity with the photographic evidences are submitted to the IQAC co-ordinator for future reference. It is planned such a way that each faculty member is associated with 3 committees either as a convenor or as a member. The report is prepared following a scheme for maintaining uniformity and to streamline the actions of all the committees. The flow of work is as follows: • Getting consent from the principal • Informing the details of activity to the IQAC co-ordinator • Preparation of a notice to make the students and others know about the activity. It is to be circulated to all the students and get their signatures as if they are informed • Administration of activity • Report writing, that is duly signed by the principal and the convenor of the committee • Submission to the IQAC co-ordinator for reference Feedback is taken from all the people, associated with the activity to curtail the problems

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The College is affiliated to Acharya Nagarjuna University, Guntur. Hence the institution doesn't develop curriculum.
Teaching and Learning	All the faculty frequently use ICT tools in teaching for improving quality. Study hours and library hours are included in the time table. Remedial classes are conducted in all subjects for slow learners. Student Seminars, project works, field trips are conducted in all subjects. Bridge courses are conducted in all subjects.
Examination and Evaluation	The college is a Nodal centre for Acharya Nagarjuna University examinations for the whole Vinukonda region. The college has an efficient

committee with a convenor and two members to oversee the conduct of examinations. The college conducts Degree and B.Ed examinations of the University as per the guidelines and the scheduled time table. The external examination has three-fourth weightage (75 marks). All the college lecturers partake in this external evaluation.

Internally, the college conducts internal examinations which include Mid-exams, assignments, slip tests, seminars, quizzes in both semesters which have one-fourth weightage (25 marks) in the overall grading. Paper valuation of University examinations is done at spot valuation centres allotted by the University. Practical examinations of Science subjects are conducted under the supervision of external examiner, hails from the other college in obedience to the university instructions. For the college Internal examinations, the subject lecturers take the responsibility of the evaluation. This apart, all the college lecturers use ICT tools in the evaluation process.

Research and Development

The faculty actively involve in research and publish their work in various journals.

Human Resource Management

For smooth and effective conduct of the college activities, an action plan is prepared at the outset of new academic year. Accordingly, committees are framed through which the teaching, non-teaching and the support staff services are utilized.

Industry Interaction / Collaboration

Nil

Admission of Students

Counseling sessions are conducted to all the intermediate passed out students. They are informed of various facilities available in the college.

Library, ICT and Physical Infrastructure / Instrumentation

This institution has a Library with about 12,500 books, which includes subject wise reference books, e-journals, magazines, hand-books, biographies, auto-biographies, books for competitive examinations, etc. We have more than 1400 books, purchased under SC/ST sub-plan. This apart, the college has Inlibnet and NDL facilities for easy access of online books and journals. The library is closely attached with well-aerated reading hall.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>The college uses the available ICT like personal e-mails, google docs, google classrooms, google forms, google drives in the process of planning college activities. e-governance is integrated with in college development agenda to minimize the manual efforts, improve the communication, to create transparent system and to be cost time and effective. The college G-suite to make avail all the important google software tools for efficient, speedy and transparent process of dissemination, information to the public and other agencies.</p>
<p>Administration</p>	<p>The administration activities of the college are almost done with the support of latest software tools. All the important details of the college are preserved in both soft and hard forms for future reference. All the staff members have smart phones and laptops with inbuilt social apps like gmail, gsuite, whatsapp, etc. They share the links of the lessons, notes, online classes, webinars through them. The important information like details of internal and external examination, academic activities are sent to the students through these social apps time to time. The staff and the students attendance is taken with bio-metric machines. Ditigal class rooms give access to the expert lectures from various prestigious organizations to the students.</p>
<p>Finance and Accounts</p>	<p>The college uses all the available softwares for e-governance of financial aspects and save the details in the e-formats. This would make the office administrative transactions very easy, transparent and accurate. The accounts that are maintained by the administrative office of the college is periodically auditered by the respective committee constituted by the college principal.</p>
<p>Student Admission and Support</p>	<p>The college is maintaining a service counter for students admissions, which provides all the information of admissions orally as well as in the form of a hard copy. Students have to furnish all the details, asked in the application form and submit it to the</p>

office with all the necessary documents. All these filled forms are attested by the principal and submitted to the Acharya Nagarjuna University under which the college is affiliated.

After thorough scrutiny of the applications, the university confirms the admissions and the same details are entered in the university portal. The college maintains the admission details of the students in the Student admission register and also maintains a soft copy of it. The details of the students, who are eligible for scholarships are entered in the Gnana Bhoomi Portal, designed by the government of Andhra Pradesh for student support. The entire process of admissions is mediated with the support of software technology available in the college so that the admission details of the college can be shared to the agencies immediately without any delay.

Examination

The college has a separate committee for the conduct of examinations. A senior faculty member and two lecturers would oversee the entire process of both internal and external examinations for the entire academic year. The main functions of the committee are being in contact with the examination convenor of the university to get updated about the examinations and communicate the college details to them, allotment of invigilation duties, preparation of seating plans, preserving the details of the examinations, SMP details, question paper and answer booklet account, student attendance, analysis of subject and college wise result, work adjustment of invigilation duties, etc. The cumbersome but necessary functionality of the examination work is smoothly and effectively done by the college examination committee with the help of a separate PC, printer and the available software tools.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	Nill	Nill	Nill

[View File](#)

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Using Gsuite	Using Excel	04/03/2020	10/03/2020	12	5

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
RC: Entrepreneur strategies (disciplinary course)	1	14/10/2019	26/10/2019	13
RC in Telugu, Osmania University, Hyderabad	1	18/11/2019	30/11/2019	13
FDP on MOOCS-L MS by IITB	3	04/05/2020	05/05/2020	5
Faculty Development Programme on "Revised Accreditation Framework of NAAC" organised by Internal Quality Assurance Cell, Government College Autonomous, Rajahmundry,	1	27/05/2020	02/06/2020	7
STTP on "MATLAB based Teaching-Learning in Mathematics, Science Engineering". by Ramrao Adik Institute of	1	18/05/2020	22/05/2020	5

Technology,
Nerul, Navi
Mumbai

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff Club	Staff Club	Mid-day Meals

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The office of the Regional Joint Director conducts external audits every year. The college also organises an internal audit every year with the help of IQAC and a special committee is constituted for this purpose. The reports, given by the above agencies are verified and necessary action is taken by the principal.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
G.Suresh	30000	Mid Day Meal Program

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6.4.3 – Total corpus fund generated

20000

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCE	Yes	IQAC
Administrative	Yes	CCE	Yes	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

->Guidance and counselling for students - college conducted guidance and counselling for final year students on 28.01.2020. As part of this, all the lecturers delivered speeches and gave important details of higher education as well as employment opportunities, students have after completion of their graduation. ->Guidance and counselling for students - college conducted guidance and counselling for final year students on 28.01.2020. As part of this, all the lecturers delivered speeches and gave important details of higher education as well as employment opportunities, students have after completion of their graduation. ->Awareness of seasonal diseases- college conducted an awareness programme on seasonal diseases with an emphasis on covid-19, a new global pandemic on 06.02.2020. -> Merit day(every year activity) - Meritorious students were honored during the college anniversary celebrations for which

their parents were also invited.

6.5.3 – Development programmes for support staff (at least three)

-> The college organized a training programme on MS Word to enhance the technical skills of our supporting staff on 20.08.2019 -> The college organized a training programme on MS Excel to improve the technical knowledge of our supporting staff on 07.12.2019 -> The college conducted a personality development programme for the supporting staff on 04.01.2020

6.5.4 – Post Accreditation initiative(s) (mention at least three)

-> Applied for new courses -> Increased importance to Co-curricular and Extra Curricular activities. -> Alumni association is strengthened by turning up more alumni to the alumni meet, conducted on 23.02.2020

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Orientation Session on Internal Assessment using Plickers	20/08/2019	21/08/2020	22/08/2020	14
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International womens day	08/03/2019	08/03/2019	35	63
Mother's Day	08/05/2020	08/05/2020	23	25

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
To control the light pollution and save the electricity, the entire campus, including class rooms and laboratories are given the provision of LED bulbs. As the campus is with many tree species, lot of litter is collected every day which is buried in the pits, dug in the campus to prepare organic manure. The same is used to nourish the existing plant flora of the college.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0
Scribes for examination	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	02/01/2020	2	Youngistan	Inspire wouldbe Entrepreneurs	23

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Blood Donation Camp	18/02/2020	18/02/2020	40
Yoga Day	21/06/2019	21/06/2019	83
Counseling	29/01/2020	29/01/2020	91
Essay Writing	30/01/2020	30/01/2020	56
Gandhi Jayanti	02/10/2019	02/10/2019	87

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plantation of saplings under VANAM-MANAM, an initiative of state government.
2. Preparation of organic manure from the litter collected in the campus.
3. To control the water wastage and encourage the water conservation, college water taps are installed as such the extra water is supplied to the nearby plants.
4. Concrete road laying in the campus is discouraged in order to make the rain water easily seep into the ground.
5. The staff and the students are motivated to prepare bouquets with the flowers of plants present on the campus to felicitate the guests.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. **TITLE OF THE PRACTICE:** awareness on seasonal diseases **GOAL:** to bring awareness of seasonal diseases in the public of vinukonda town and connect the students with the society. **THE CONTEXT:** Diseases are big threat to the human surveillance. As environmental changes and globalization are happening at rapid pace, new diseases are borne and disseminated to the vast population within a short span of time. Seasons like rain and winter catalyse the spread of

diseases to every nook and crannies at ease. To combat the seasonal diseases the awareness of epidemic and pandemic diseases in the society is a prerequisite. DESCRIPTION: vinukonda is a small town, along with the town population the rural people living in 30 kms radius of the town should resort on the town for all major needs, including the medical treatment. As majority of people residing in this region are illiterates, they do not know much about the seasonal diseases and the precautions to be taken from their side. That is why seasonal diseases like dengue, typhoid and viral fevers spread rampantly and deteriorating the physical health and economic conditions of the civilians every year. Having no well equipped hospitals and testing labs has become a big set back to the town. Keeping all these facts in the view, college has been conducting awareness programmes in various forms every year. This year a new disease has made its arrival into the world, with the name novel corona disease, caused by new corona virus. It was borne in the markets of Wuhan city of china on 26th December 2019 soon it has spread a few countries close to the china. Considering the facts of the diseases through social media, college has planned an awareness programme on this new global pandemic. Prior to this idea a circular was prepared to motivate the students and the pamphlets were prepared giving the basic knowledge of the disease and precautions to be followed in regional language. The same were distributed to the public of the town by the student community under the vigilance of the faculty on 06-02-2020, by then no corona case was identified in our country. EVIDENCE OF SUCCESS: In India the lock down was commenced from 18.03.2020 and extended upto june 7th and the easing out of lock down was started from 08.06.2020 (FIRST PHASE OF UNLOCK DOWN). During the lock down the public was forced to shut down the social activities through and through and the nation struggled a lot in saving the people lives as well as the unrouted economic status. In the town the first case was identified after three months of the first case registration in the country. The town faced the brunt of disease severity just for one month. The credit of disease control must be attributed to the local government, municipality and the police department. In the successful story of disease Control College also portrayed a small, but the role of a torch bearer.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED: as we started the awareness campaign little early, by then the severity of the disease is almost nil, we could curtail our efforts to the rural part of the town. As people did not know the gravity of the problem they did not pay full attention towards our efforts. Funds crunch is always there which minimizes the scope of the activity. 2.

TITLE OF THE ACTIVITY: Faculty Forum GOAL: Tagore quotes a lighting lamp can only light up other lamps, a learning teacher can only make his students actively learn. THE CONTEXT: Lecturers involve in active learning of basics and new trends in other subjects. It enables them get expertised in the changing social scenario and this practice can edify the social relation and rapport among the staff members, this unity would surely help in the upliftment of the college. DESCRIPTION: to involve and show dedication in the work everybody should learn new things that are getting emerged in their profession. Teaching profession is not an exception to it. This is the only profession, which needs broad exposure on the past, present and future changes. A teacher should be a guide, a philosopher and a friend to his students. To be an ideal person in the lives of amateur, young and hopeful learners, he must be a lighting lamp. How a lighting lamp dispels the darkness around us, similarly an ever learning teacher can dispel the amateurity of the students. With this aim and to bring active and alive learning ambience, our staff members started faculty forum on every Wednesday for one hour. As per the timetable lecturers are instructed one week before to get ready with ppt of a topic, pertained to their subject, considering the interest and need of the other members. After completion of the lecture, it is open for discussion and questioning. The activity is conducted either online or offline as per the convenience. EVIDENCE OF SUCCESS: The activity has been going on with great interest. All are involving with good

spirits. By this activity lecturers are not just exposed to new knowledge, but also to all strange and innovative teaching skills. The lectures are being recorded scrupulously for future reference. PROBLEMS ENCOUNTERED AND FUNDS REQUIRED: ludicrously heavy work load and examination work hamper the continuity of the activity. Giving a slot for this activity in the regular time table has become a big problem as the other activities pre occupied the time table frame and shoen no vacant periods for this activity.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

[https://www.sgkgdcvinukonda.ac.in/userfiles/best%20practices\(2019-20\)%20\(1\).pdf](https://www.sgkgdcvinukonda.ac.in/userfiles/best%20practices(2019-20)%20(1).pdf)

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

When compared to other degree colleges in vinukonda region, ours is the only institution which uses ICT tools in teaching and assessment. Workshops are conducted for teachers to make them well versed in using these tools. Every teacher prepares Power-point presentations in their respective subjects so as to aid the students in learning process. Students are also made to deliver seminars using PPT. ICT is also used in internal assessment of students. Tools like plickers, kahoot are frequently used to conduct quizzes in the classroom. Almost all of our staff show keen interest in learning about new technologies and adapting them into teaching-learning methods. We also have MANATV through which students can access the lectures on various topics delivered by faculty across the state. Students are also registered in CCE Learning Management System to access study material in different formats online. Thus, we can say that our distinctiveness lies in extensive usage of ICT tools .

Provide the weblink of the institution

https://www.sgkgdcvinukonda.ac.in/userfiles/7_3_1%20DISTINCTIVENESS.pdf

8.Future Plans of Actions for Next Academic Year

1) Increase Admissions 2) Redesign college website