G.V.S.M.GOVERNMENT DEGREE COLLEGE, ULAVAPADU
PRAKASAM DISTRICT, ANDHRA PRADESH

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

> G.V.S.M.GOVT DEGREE COLLEGE

1.2 Address Line 1

> Back side of Govt Hospital

Address Line 2

> AADIANDHRA COLONY

City/Town

> ULAVAPADU

State

> ANDHRA PRADESH

Pin Code

> 523292

Institution e-mail address

> gdculavapadu@gmail.c

Contact Nos.

> 08599 251006

Name of the Head of the Institution:

> Dr.D.Anjaneyulu

Tel. No. with STD Code:

> 08599 251006

Mobile:

> 9440931304

Name of the IQAC Co-ordinator: | N.Kutumbarao

Mobile: | 7842762950

IQAC e-mail address: | gdculavapadu@gmail.c

1.3 **NAAC Track ID** (For ex. MHCOGN 18879) APCOGN16627

1.4 Website address: | www.gdculavapadu.com

Web-link of the AQAR: | www.gdculavapadu.com/GVSM AQAR 2014-15.docx

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	c	1.60	05-05-2014	5 years
2	2nd Cycle	-	-	-	-
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.6 Date of Establishment of IQAC: DD/MM/YYYY | 01-06-2014

1.7 AQAR for the year *(for example 2010-11)* | 2014-15

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

  i. AQAR   (DD/MM/YYYY)
  ii. AQAR   (DD/MM/YYYY)
 iii. AQAR   (DD/MM/YYYY)
 iv. AQAR   (DD/MM/YYYY)

1.9 Institutional Status

University   State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes √ No ☐

Constituent College   Yes ☐   No ☑

☑   Autonomous college of UGC   Yes ☐   No ☑

Regulatory Agency approved Institution   Yes ☐   No ☑
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education ☑   Men ☐   Women ☐

                            Urban ☐   Rural ☑   Tribal ☐

Financial Status   Grant-in-aid ☐   UGC 2(f) ☑   UGC 12B ☑

                Grant-in-aid + Self Financing ☐   Totally Self-financing ☐

1.10 Type of Faculty/Programme

        Arts ☑   Science ☑   Commerce ☐   Law ☐   PEI (Phys Edu) ☐

        TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

        Others   (Specify)   . Nil

1.11 Name of the Affiliating University *(for the Colleges)*   ACHARYA NAGARJUNA UNIVERSITY

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

    Autonomy by State/Central Govt. / University   -

    University with Potential for Excellence   -   UGC-CPE   -

    DST Star Scheme   -   UGC-CE   -

    UGC-Special Assistance Programme   -   DST-FIST   -

    UGC-Innovative PG programmes   -   Any other (*Specify*)   -

UGC-COP Programmes   `-`

2. IQAC Composition and Activities

2.1 No. of Teachers   `5`

2.2 No. of Administrative/Technical staff   `1`

2.3 No. of students   `2`

2.4 No. of Management representatives   `0`

2.5 No. of Alumni   `1`

2. 6   No. of any other stakeholder and

     Community representatives   `1`

2.7 No. of Employers/ Industrialists   `0`

2.8 No. of other External Experts   `1`

2.9 Total No. of members   `11`

2.10 No. of IQAC meetings held   `8`

2.11 No. of meetings with various stakeholders: No. `8`   Faculty `7`

     Non-Teaching Staff `1`   Students `1`   Alumni `1`

     Others `0`

2.12 Has IQAC received any funding from UGC during the year?   Yes `√`   No ` `

     If yes, mention the amount   `300000`

2.13 Seminars and Conferences (only quality related)

   (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

     Total Nos. International `0` National `0` State `0` Institution Level `0`

   (ii) Themes   `---`

2.14 Significant Activities and contributions made by IQAC

IQAC has organised several curricular, co-curricular and extracurricular activies with the association of departments, committees and clubs.

 Some of the significant activities by IQAC were

- Personality Development Programme for the Students.
- Organised Vana-Mahotsavam
- Organised Extension lectures on 'world population day', 'National Education day', 'International day for the elimination of violence against women'
- Conducted awareness programme on 'enrolment as voters'
- Guest Lectures were organised on Personality development and Soft skills, Telugu Bhasha Dinostavam, AIDS day, Mathematics day(Ramanujan's birthday) etc.,

Contributions made by IQAC were

- Implementation of formative evaluation in internal exams
- Analysis of Feedback from students on teachers
- Motivated the faculty to participate in National and International conferences and seminars and also for applying for Minor Research Projects.
- Conduct of Faculty forum meetings periodically.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Implementation of formative evaluation in internal exams	Target accomplished
Student study projects for all final year students	Academically strong students were given Student study projects

Remedial coaching to academically weak students	Target accomplished
faculty to apply for minor research projects sponsored by UGC under XII plan	Three faculty members have applied and got sanction.
To Apply for new NSS& NCC unit	Has applied and pursued with the concerned authorities.

* Attach the Academic Calendar of the year as Annexure. (Annexure-i)

2.16 Whether the AQAR was placed in statutory body   Yes [ ]   No [√]

    Management [-]   Syndicate [-]   Any other body [-]

    Provide the details of the action taken

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NIL	NIL	NIL	NIL
PG	NIL	NIL	NIL	NIL
UG	02	NIL	NIL	NIL
PG Diploma	NIL	NIL	NIL	NIL
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	NIL	NIL	NIL
Certificate	NIL	NIL	NIL	NIL
Others	NIL	NIL	NIL	NIL
Total	02	NIL	NIL	NIL
Interdisciplinary	NIL	NIL	NIL	NIL
Innovative	NIL	NIL	NIL	NIL

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	NIL
Trimester	NIL
Annual	02

1.3 Feedback from stakeholders*   Alumni ☐   Parents ☐   Employers ☐   Students ☑
(On all aspects)

Mode of feedback   :   Online ☐   Manual ☑   Co-operating schools (for PEI) ☐

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

NO

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
09	08	01	00	00

2.2 No. of permanent faculty with Ph.D   03

2.3 No. of Faculty Positions
Recruited (R) and Vacant
(V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
07	03	01	0	0	0	0	0	08	03

2.4 No. of Guest and Visiting faculty and Temporary faculty   01   00   00

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	30	03
Presented papers	04	30	03
Resource Persons	00	00	00

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Use of ICT in Teaching and Learning and Use of Internet.

2.7 Total No. of actual teaching days

During this academic year   220

2.8 Examination/ Evaluation Reforms initiated by
the Institution (for example: Open Book Examination, Bar Coding,
Double Valuation, Photocopy, Online Multiple Choice Questions)   NIL

2.9 No. of faculty members involved in curriculum
Restructuring/revision/syllabus development
as member of Board of Study/Faculty/Curriculum Development workshop   NIL   NIL   NIL

2.10 Average percentage of attendance of students   80%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA(H.E.P)			100	72	92	88
BSc(M.P.C)			71	67	100	79

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- Circulates the academic plan at the beginning of the academic year
- Plans several curricular and co-curricular activities
- Evaluates the feedback from students on Teachers and curriculum and suggests the remedial measures
- Organises various programmes like Guest Lectures, Faculty forum meetings in association with different departments and committees
- It sensitizes the faculty on recent developments in teaching and learning process

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	04
UGC – Faculty Improvement Programme	NIL
HRD programmes	00
Orientation programmes	02
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	06

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	05	05	00	00
Technical Staff	NIL	NIL	NIL	NIL

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- student study projects were made compulsory for all the final year students
- The IQAC in the College encourages the teaching staff to pursue research activities such as applying for UGC Minor Research Projects and Major Research Projects.
- The IQAC encourages its staff members to apply for workshops and seminars with funding agencies like UGC.
- The IQAC encourages with staff members to attend National and International Seminars are Conferences in their respective subjects and publish research papers
- Encourages bright students to do Students Study Project (SSPs) under guidance of teachers concerned.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	03	03	00
Outlay in Rs. Lakhs	00	00	740000	00

3.4   Details on research publications

	International	National	Others
Peer Review Journals	00	00	00
Non-Peer Review Journals	00	00	00
e-Journals	00	00	00
Conference proceedings	02	02	00

3.5 Details on Impact factor of publications:

Range 0.5   Average 0.5   h-index 1   Nos. in SCOPUS --

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received

Major projects	00	00	00	00
Minor Projects	2 years	UGC	740000	560000
Interdisciplinary Projects	00	00	00	00
Industry sponsored	00	00	00	00
Projects sponsored by the University/ College	00	00	00	00
Students research projects *(other than compulsory by the University)*	00	00	00	00
Any other(Specify)	00	00	00	00
Total	2years	UGC	740000	560000

3.7 No. of books published   i) With ISBN No.   00   Chapters in Edited Books   00

ii) Without ISBN No.   00

3.8 No. of University Departments receiving funds from

UGC-SAP   00   CAS   00   DST-FIST   00

DPE   00   DBT Scheme/funds   00

3.9 For colleges   Autonomy   00   CPE   00   DBT Star Scheme   00

INSPIRE   00   CE   00   Any Other (specify)   00

3.10 Revenue generated through consultancy   00

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	00	00	00	00	00
Sponsoring agencies	00	00	00	00	00

3.12 No. of faculty served as experts, chairpersons or resource persons   00

3.13 No. of collaborations   International   00   National   00   Any other   00

3.14 No. of linkages created during this year   00

3.15 Total budget for research for current year in lakhs:

From Funding agency   00   From Management of University/College   00

Total   00

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	00
	Granted	00
International	Applied	00
	Granted	00
Commercialised	Applied	00
	Granted	00

3.17 No. of research awards/ recognitions received by faculty and research fellows   of the institute in the year

Total	International	National	State	University	Dist	College
00	00	00	00	00	00	00

3.18   No. of faculty from the Institution who are Ph. D. Guides

00

and students registered under them

00

3.19 No. of Ph.D. awarded by faculty from the Institution

00

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF   00   SRF   00   Project Fellows   00   Any other   00

3.21 No. of students Participated in NSS events:

University level   0   State level   0

National level   0   International level   0

3.22 No. of students participated in NCC events:

University level   0   State level   0

National level   0   International level   0

3.23 No. of Awards won in NSS:

University level   0   State level   0

National level   0   International level   0

3.24 No. of Awards won in NCC:

University level   0   State level   0

National level   0   International level   0

3.25 No. of Extension activities organized

| University forum | 00 | College forum | 05 | | |
| NCC | 0 | NSS | 00 | Any other | 00 |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- The College organised awareness programmes on clean and green, sanitation and AIDS
- It has conducted awareness programme on the importance of 'enrolment as voters'
- Conducted District Level YUVATARANGAM 2014 competitions on 15.11.2014.
- Personality Development Programme on 10.02.2015 for the Career Development of the Students.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	19acre	00	-	19acres
Class rooms	06	00	-	06
Laboratories	02	00	-	02
Seminar Halls	01	00	-	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	03	02	UGC	05
Value of the equipment purchased during the year (Rs. in Lakhs)	5.27	2.40	UGC	7.67
Others	4.42	00	UGC	4.42

4.2 Computerization of administration and library

> The administration of college was computerised and library yet to be computerised.The Office provided with on-line facility. Internet Connection provided for Dept.of English and to the Principal's Office.

4.3 Library services:

	Existing		Newly added		Total	
	No	Value(in Rs)	No	Value(in Rs)	No	Value(in Rs)
Text Books	2296	2,52,000	138	54,000	2434	3,06,000
Reference Books	1350	2,96,540	200	66,000	1550	3,62,540
e-Books	0	0	0	0	0	0
Journals	0	0	0	0	0	0
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Others (specify)	0	0	0	0	0	0

4.4 Technology up gradation (overall)

	Total Computers	EnglishLab /Comp.Lab	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	05	05	00	00	00	2	00	00

Added	2	00	00	00	00	00	00	00
Total	7	05	00	00	00	2	00	00

4.5 Computer, Internet access, training to teachers and students and any other programme for Technology up gradation (Networking, e-Governance etc.)

- A Certificate course in "Spoken English and Communication Skills"conducted for Students.
- Internet facility is available for the students and staff in English lab &office

4.6 Amount spent on maintenance in lakhs:

i) ICT   00

ii) Campus Infrastructure and facilities   00

iii) Equipments   00

iv) Others   00

Total: 00

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC organises a sensitisation programme at the beginning of the academic year for all first year students to sensitise about various student support services available in college.
- Students are nominated as members in all the committees such as Scholarships committee, Grievance Redressal committee, Career guidance committee etc.,
- Students are advised to participate extensively in the programmes conducted by Eco Club Red-Ribbon Club, Anti Ragging Cell and Career Guidance Cell etc.,
- Students encouraged to take part in the activities like Essay Writing, Cultural Activities organised by the DRC(District Resource Centre) to develop their various skills.

5.2 Efforts made by the institution for tracking the progression

- The Institution follows mentor-ward system
- One batch is allotted to one teacher who acts as mentor. The teacher closely monitors the attendance of the students and their performance in curricular, co-curricular and extracurricular activities. He offers counselling to the students.
- The progression of students is discussed in Departmental meetings and staff counsel meetings

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
93	0	0	0

(b) No. of students outside the state

00

(c) No. of international students

00

Men	No	%
	65	70

Women	No	%
	28	30

Demand ratio 1:1   **Dropout 0**

	Last Year					This Year				
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
13	32	00	34	0	79	14	45	05	29	00	93

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

> 1. Conducted a short term course in "Spoken English & Communication Skills""
>
> 2. Conducted Career Guidance for various competitive examinations.
>
> 3.PG-CET Coaching for all subjects conducted

No. of students benefitted   30

5.5 No. of students qualified in these examinations

NET   0   SET/SLET   0   GATE   0   CAT   0

IAS/IPS etc   0   State PSC   0   UPSC   0   Others   10

5.6 Details of student counselling and career guidance

> 1.All the students were trained on soft skills and communication skills by Dept. of English.
>
> 2. Programme on Personality Development was Conducted.

No. of students benefitted   93

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
00	00	00	00

5.8 Details of gender sensitization programmes

> Women Empowerment cell has organised a gender sensitization programme to sensitise the students on gender issues

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events

4   0   0

| State/ University level | National level | International level |

No. of students participated in cultural events

State/ University level `0`   National level `0`   International level `0`

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level `0`   National level `0`   International level `0`

Cultural: State/ University level `0`   National level `0`   International level `0`

YUVATARANGAM 2014-15(District Level Cultural and Literary Competitions) Conducted on 15.11.2014

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	0	0
Financial support from government	54	Rs.02,78,510/-
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11   Student organised / initiatives

Fairs   : State/ University level `0`   National level `0`   International level `0`

Exhibition: State/ University level `0`   National level `0`   International level `0`

5.12   No. of social initiatives undertaken by the students   `02`

1.Saplings Planted in college Campus 2 AIDS Rally was conducted 3.Campus Cleaning 4. Voter Enrolment Programme

5.13 Major grievances of students (if any) redressed:: There were no major grievances of students

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

The college was established with a vision to provide quality education to the rural, marginal and downtrodden sections of the society among whom the college is located and to mould the students into a well –meaning and useful citizens while inculcating in them secular and social values.

Mission:

- To consistently move forward to keep pace with the changing needs and spirit of times through hard work while fostering talent among the students from the deprived sections of society
- To fulfil its national and social commitments by enhancing the employability of the students
- To train the students to be good and useful citizens of India
- To make them self- reliant and employable

6.2 Does the Institution has a management Information System

NO

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The institution follows the curriculum developed by the ACHARYA NAGARJUNA UNIVERSITY., It has no autonomy to change the curriculum. However additional inputs were added to the curriculum by each department and were included in the curricular plans. Suggestions were sent to the BOS of the affiliating university for making the necessary changes in the curriculum.

6.3.2 Teaching and Learning

- ICT is used to augment teaching and learning
- Student centric methods were followed
- Remedial coaching classes were conducted for academically slow learners

6.3.3 Examination and Evaluation

Formative evaluation is followed in internal exams as per the University guidelines.

Common-core Syllabus for all Universities in the State

Revision of Syllabus and Curriculum for every five years done in the State.

6.3.4 Research and Development

NIL

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ICT infrastructure was in The English Lab with 5 computers and Internet Access
- Internet access to students and staff in English Lab and office .

  Books worth Rs.1,20,000/- purchased for 2014-15 from UGC funds.

6.3.6 Human Resource Management

Certain measures were taken for the optimum utilisation of available human resources for the effective functioning of the college. Several committees, Associations and Cells with faculty members and non teaching staff were constituted to look after Curricular, Co-curricular, extra -curricular activities, financial and administrative aspects.

6.3.7 Faculty and Staff recruitment

The faculty and staff are recruited by the Government. The Institution has no role in the recruitment process

6.3.8 Industry Interaction / Collaboration

As Part of DRC Programme other college students along with our college students were taken to the "PEARL DISTILLARIES'' to create Job orientation in students and interaction with the Industry.

6.3.9 Admission of Students

To increase the transparency in the admission process, information about courses, number of available seats, selection lists etc., were uploaded in the college website and pasted in college Notice Board. SMSs were sent to all selected students

6.4 Welfare schemes for

Teaching	YES

Non teaching	YES
Students	YES

6.5 Total corpus fund generated   NIL

6.6 Whether annual financial audit has been done   Yes ☐   No ☐

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Academic cell of CCE, Hyderabad	Yes	IQAC
Administrative	Yes	Office of Regional Joint Director, CCE	Yes	Academic Committee

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes   Yes √   No ☐

For PG Programmes   Yes ☐   No √

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

> The University is declare the results within 30 days.
> On-line System is introduced for submission of Examination Application and payment of fee.
> Hall tickets are downloaded from the University Website.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent? Colleges?

> The Commissioner of Collegiate Education chooses certain   Affiliated Colleges in each District of Andhra Pradesh and advises to go for autonomous state. The College prepares proposals and submits them to the U.G.C   through   the   Commissioner.

6.11 Activities and support from the Alumni Association

> - Alumni also actively participate in the development activities of the institution.
> - Conducted regular review meetings with the students and the alumni.
> - Feed back is obtained when they visit the institution and in the alumni association meeting

6.12 A
> - Parent Teacher Association Meeting was held in the third week of January and discussed the Welfare Measures and facilities available to the students.
>
> - Parents supported well in all the development activities.
>
> - The feedback is also taken from the parents

6.13 Development programmes for support staff

> - Training, Orientation Programme, was organized for support staff for online submission of Salaries of the Staff of the Institution by the Guest Faculty of computer Science.

6.14 Initiatives taken by the institution to make the campus eco-friendly

> - Polyethylene bags were banned in the Campus
> - Vanamahotsavam was organised to bring awareness among the students about Environment.
>   New saplings were planted in the College Campus to celebrate Vanamahotsavam

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the Functioning of the institution. Give details.

> - Remedial coaching classes were offered to the academically weak students
>
> - Feedback from students on curriculum and teachers was obtained and analysed. Based on the analysis remedial measures were taken
> - The ICT infrastructure was strengthened
>
> - Polyethylene bags were banned to make the campus eco friendly
> - Quotation of the Day on the Notice Board Every Day by the Students.
> - News Board organised by the Students.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the
     Beginning of the year

- formative evaluation in internal exams was introduced
- Student study projects given to the final year students
- Remedial coaching organised for the benefit of academically slow learners
- Applied for NCC&NSS units
- Three faculty members sent proposals for minor research projects

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

1. A short term course in Spoken in English and Communication Skills.
2. Quote of the Day by the Students.

Provide the details in annexure (annexure need to be numbered as i, ii,iii) (Annexure-ii &
Annexure-iii)

7.4 Contribution to environmental awareness / protection

- Awareness programs are organised by Red Ribbon Club in the villages
- Clean and green is maintained in the campus
- Conducted Elocution and Essay Writing Competitions to bring Environmental awareness among students.
- Explained dangerous impacts of Plastic and Polythene bags and motivated the students to use paper cups and jute bags.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOT analysis

Strengths:

- Qualified and experienced faculty
- Use of ICT in teaching and learning
- The Institution has own buildings with a spacious 19 acres of sprawling campus.
- IQAC of the college committed towards the quality sustenance.
- The faculty members are allowed to pursue research programmes and to do minor and major research projects.

Weaknesses:

- Lack of adequate infrastructure and resources for introducing new courses

Opportunities:

- More number of extracurricular and community development programmes
- Conduct of student centric activities to augment teaching and learning
- Fee reimbursement facility and post metric scholarship facilities are extended to all the eligible students of the college.
- UGC sponsored remedial coaching is offered to the academically backward students.

Threats and Challenges

- Lack of Academic Autonomy, Dependence upon traditional curriculum

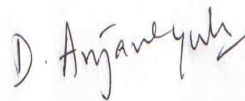## 8. **Plans of institution for next year**

- To conduct National/ state level seminars and workshops
- Wi-Fi connectivity in the campus
- To conduct more number of student centric activities.
- To conduct a medical and blood donation camp
- To establish linkage with academic and research bodies by the Departments.

Attachments:

1. Annexure-i: academic calendar of the institution- academic calendar of the affiliating

   University, Acharya Nagarjuna University,Guntur.

2. Annexure-ii: Feedback from Stakeholders.

3. Annexure-iii: Best practices.

Name   N.Kutumba Rao   *Name   Dr. D.Anjaneyulu*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

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Annexure-I
ACHARYA NAGARJUNA UNIVERSITY

ACADEMIC CALENDAR FOR UG COURSES

FOR THE ACADEMIC YEAR 2014-2015

Admission Schedule

Sale of Admission Applications and Registration	10-5-2014
Last date for sale and registration of admission applications (Including instant intermediate candidates)	25-6-2014
Display of 1st list & commencement of admissions	30-6-2014
Closing of Admissions (*) for general category With late fee of Rs.300/-(payable to AN.U.)	10-7-2014
Closing of Admissions (*) for general category With late fee of Rs.1000 /-(payable to A.N U.)	20-7-2014

01.	Re-opening of colleges	19 -06-2014
02.	Commencement of Classes for II&III Year Courses	23-06-2014
03.	Commencement of teaching for I Year Courses	10-07-2014

04.	Last date for admissions to I year Courses	15-09-2014
05.	Last date of Transfers	15-09-2014
06.	Submission of list of transferred candidates to the A.C.E, A .N.U.	22-09-2014
07.a) b)	Last date for submission of details of Optional papers offered by colleges in Third year(The list may be submitted to the Co-ordinator, UG Exams and ACE,ANU) Submission of Staff particulars (Degree Colleges Service only) for Valuations purpose to Coordinator, UG Exams, ANU(theory & practical with cadre wise experience)	30-09-2014 31-10-2014
08.	Last date for submission of master list of newly admitted I year students of 2014-15 as per structure prescribed by University along with ICR forms to ACE, ANU	30-09-2014
09.	Dasara Vacation	29-09-2014 & 04--10-2014
10.	Dates for payment of examination fees and submission of Examination Applications by the students of 2014-15 to the Colleges	01-11-2014 To 15-11-2014
11.	Dates of submission of gallies of I,II &III years students to ACE,ANU by the Colleges(The Exact dates for individual Colleges will be sent by A.C.E)	17-11-2014 To 26-11-2014
12.	Last date for submission of question paper account for all years to Coordinator, UGExams,ANU	29-11-2014
13.	Christmas Break	23-12-2014 To 27-12-2014

14	Pongal Break	12-01-2015 To 17-01-2015
15	Commencement of practical Examinations for 2014-15	05-02-2015
16.	Last date for instruction & Computing attendance(All the colleges are requested to send the condo nation particulars to the Addl. Controller or Examinations along with condo nation amount if any collected from the students	25 -02-2015
17.	Commencement of Examinations (Theory) for 2014-2015	04-03-2015
18.	Closure of Colleges (Last Working day) (Number of actual teaching days on which classes such as tutorials, Seminars and practical's are held or conducted is not less than180 in an academic year excluding holidays, Vacation time set apart for completing admission and time required for conduct of examinations)	31-03-2015
19.	Reopening of colleges for the academic year 2015-16	18-06-2015

(*) In case of students passing Intermediate at the instant examination, the admission shall be closed within 7 days from the date of publication of results without fine

Examination Schedule Particulars:

Practicals Examination	05-02-2015 to 25-02-2015
Commencement of Theory Examination	04-03-2015
Publication of Results	On or before 21-04-2014
Instant Examination	05-05-2014

Schedule for the Payment of University Examination Fee

A	Last date for submission of Examination Applications	15-11-2014

Publication of Results:

A	1st & 2nd year Results	30-04-2015
B	Last date for Submission of examination application for supplementary Examination	20-05-2015
C.	Commencement of Supplementary Examination(Theory)	23-06-2015

S.No	Stakeholders	I	II	III	IV	V
		Poor	Average	Good	V.Good	Excelance
1	Alumni	0	5	5	5	75
2	parents	0	5	10	10	70
3	Employee	0	2	10	10	78
4	students	0	0	0	0	85

Annexure-II
Feedback from Stakeholders

BEST PRACTICES

1. Short term course: A Short term course in spoken English and Communication Skills for a period of one month conducted by the Department of English.

Goal: The rural and Telugu medium back ground students who take admissions in this college face English language problem to follow the reference books and material of their subjects. The students of all other colleges are also given a short term course in Spoken English and Communication Skills providing scope to improve their English in this college. The students of this area who are preparing for various competitive examinations need to be given coaching in English. To fulfil the needs of the above persons, one month free course in spoken English was organized by The Department of English of this college every year.

Context: Many students are passing Three year Degree course in that context by fixed targets or goals. They only concentrate on the prescribed subjects without much attention on career building. Many of them even don't know about various recruitment tests, interviews etc. To make them aware of several Job opportunities, a short term spoken English course is designed. Apart from English language skill soft skills, interview skill, etc. are also taught in this course. This course is aimed at training the candidates who are preparing for various CETs like DIET, Ed-CET, ICET etc.

Practice: The classes of short term Spoken English and Communication Skills course are conducted for a period of One Month at free of cost. The class timings are from 9AM to 10AM daily. Theory and practical training is imparted. Grammar, phonetics and communication skills are taught. Listening and speaking are practiced. Just a minute speech (JAM), Group discussion (GD) Conversations, news reading etc. are practiced by the trainees daily. Weekly tests are conducted and performance of the candidates is assessed. After 30 days certificates are given away to the trainees.

Evidence of success: Photos Enclosed

In spoken English certificate course, the candidates without fundamental knowledge face the problems of understanding the teacher. The course trainees are divers in nature. Some are students; some are the candidates preparing for competitive examination. They want the explanation in their mother tongs like Telugu. They feel shy in participating in speaking practical.

2. Quote of the Day:

Adages, Maxims and quotations of the great people will always have a great impact on the students.

Goal: To inculcate moral values practice and to have a positive perception and to refer books and magazines search Internet to know about the best quotations of great people and their lives through which students would develop the habit of reading and referring books .

Context: Many students know so many adages; maxims heard from their elders and read so many quotations but they feel shy to express their knowledge. Providing an opportunity by giving a chance to write on the college "Quote Board" encouraging the students to express and exhibit their knowledge.

Practice: Every class divided into teams and allotted a day in the week. They are asked to choose the field they are interested in like Arts, humanities, science, technology etc. They collect quotations of famous personalities in the fields and write every in their turn on the college Quote Board providing an opportunity to learn from their fellow students.

Evidence:: The Quote Board of the College

With the help of the Teaching Staff the students collect the quotes referring library books and search Inter Net writing on the board.