

**G.V.S.M.GOVERNMENT DEGREE COLLEGE, ULAVAPADU
PRAKASAM DISTRICT, ANDHRA PRADESH (2016-17)**



The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. 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

ADI ANDHRA COLONY

City/Town

ULAVAPADU

State

ANDHRA PRADESH

Pin Code

523 292

Institution e-mail address

gdculavapadu@gmail.c

Contact Nos.

08599 251006

Name of the Head of the Institution:

Dr.N.Venkata Lakshmi

Tel. No. with STD Code:

08599 251006

Mobile:

9247708606

Name of the IQAC Co-ordinator:

Dr. J. LAKSHMI KUMARI

Mobile:

9491880547

IQAC e-mail address:

gdculavapadu@gmail.c

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

1.4 Website address:

www.ulavapadugdc.com

Web-link of the AQAR:

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

1.5 Accreditation Details

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

1.6 Date of Establishment of IQAC: DD/MM/YYYY

01-06-2014

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

2016-17

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

✓ AQAR 2014-15 (03-09-2015)
✓ AQAR 2015-2016 (22/12/2016)
✓ AQAR (DD/MM/YYYY)
✓ 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 (eg. AICTE, BCI, MCI, PCI, NCI) Yes ☐ No ☒

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

3

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

09

2.10 No. of IQAC meetings held

6

2.11 No. of meetings with various stakeholders:

No.

5

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

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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 activities with the association of departments, committees and clubs.

Some of the significant activities by IQAC were

- Personality Development Programme for the Students.
- Anti ragging meetings.
- Organised Vanam-Manam programmes, and adopted two villages.
- Organised Extension lectures on ‘world population day’, ‘National Education day’, ‘International day for the elimination of violence against women’, World Philosophy day, Cashless Transaction awareness programme.
- Conducted awareness programme on ‘enrolment as voters’,
- Guest Lectures were organised on Personality development and Soft skills, Telugu Bhasha Dinostavam, AIDS day, Human Rights Day. Mathematics day (Ramanujan’s birthday). Ozone day, Science day. etc.,

Contributions made by IQAC were

Implementation of formative evaluation in internal exams

- Analysis of Feedback from students on teachers
- Guided the students in selection of Electives and Cluster Choice in CBCS mode.

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 *

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

<i>Remedial coaching to academically weak students</i>	Target accomplished
<i>faculty to apply for minor research projects sponsored by UGC under XII plan</i>	Three faculty members have applied and got sanction and being continued.
<i>To Apply for new NSS& NCC unit</i>	Has applied and pursued with the concerned authorities.
<i>Biometric Attendance</i>	Introduced this year as part of novel programs

* 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

I. 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	01	NIL	NIL
PG Diploma	NIL	NIL	NIL	NIL
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	NIL	NIL	NIL
Certificate	NIL	02	NIL	NIL
Others	NIL	NIL	NIL	NIL
Total	03	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: **CBCS Pattern introduced w.e.f. 2016-17**

Pattern	Number of programmes
Semester	03
Trimester	NIL
Annual	01

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.

CBCS pattern was introduced w.e.f. 2015-16 academic year in all affiliated colleges of Acharya Nagarjuna University.

1.5 Any new Department/Centre introduced during the year. If yes, give detail :: B.Com(General) course was introduced for the academic year 2016-17

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	08	07	00	00	00

2.2 No. of permanent faculty with Ph.D.	03
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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	04	0	0	0	0	0	0	07	04

2.4 No. of Guest and Visiting faculty and Temporary faculty	01	00	00
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	10	03
Presented papers	03	10	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.
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2.7 Total No. of actual teaching days	222
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During this academic year

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

85%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared Final Year only	Division				
		Distinction %	I %	II %	III %	Pass %
BA(H.E.P)	28		30	40	30	88
BSc(M.P.C)	07		60	40	--	100

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, Industrial and Historical tours.
- It sensitizes the faculty on recent developments in teaching and learning process like Electives and selecting clusters for the final semesters.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	NIL
HRD programmes	00
Orientation programmes	00
Faculty exchange programmes	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	00

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 and 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	01	03	00
Outlay in Rs. Lakhs	00	00	740000	00

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	03	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 Average h-index 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. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College

Total

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

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="00"/>	College forum	<input type="text" value="04"/>		
NCC	<input type="text" value="0"/>	NSS	<input type="text" value="00"/>	Any other	<input type="text" value="03"/>

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'
- Personality Development Programme on 25.01.2016 for the Development of the Students.
- Conducted Career Development Programme on 10.2.2016 for creating awareness about various opportunities after Graduation.

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	161/2acre	00	-	161/2acres
Class rooms	06	00	-	06
Laboratories	02	00	-	02
Seminar Halls	00	00	-	00
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	03	04	UGC	07
Value of the equipment purchased during the year (Rs. in Lakhs)	5.27	3.4	UGC	8.67
Others	4.42	00	UGC	4.42

4.2 Computerization of administration and library

The administration of college was computerised and Computer provided for library with internet connection. The Office provided with on-line facility. Internet Connection provided for all the departments along with the Principal's Office. Wi-fi facility was provided for students in the afternoon time.

4.3 Library services:

	Existing		Newly added		Total	
	No	Value(in Rs)	No	Value(in Rs)	No	Value(in Rs)
Text Books	2444	2,52,000	351	58,390	2795	3,10,,390
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	Departments	Others
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Existing	05	05	05	00	00	2	00	00
Added	7	00	07	00	00	00	07	00
Total	12	05	12	00	00	2	07	00

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

- A Short term course in “Spoken English and Communication Skills” conducted for Students.
- Internet facility is available for the students and staff in English lab & office and in their departments
- A Certificate course in “MS -Office Conducted for students.

4.6 Amount spent on maintenance in lakhs:

i) ICT	0.25
ii) Campus Infrastructure and facilities	00
iii) Equipments	0.30
iv) Others	0.10
Total:	0.65

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
91	0	0	0

(b) No. of students outside the state

00

(c) No. of international students

00

Men

No	%
69	67

Women

No	%
22	32

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	47	13	17	0	77	10	54	09	38	00	91

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.
4. Conducted a short term course on MS-Office
5. Conducted a short term course in Garment Making.

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 Conducted.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	0	0
Financial support from government	74	Rs.1,73,443
Financial support from other sources	0	0

Number of students who received International/ National recognitions	0	0
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5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

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.
Books worth Rs 54,000/- purchased for 2015-16 from Book Bank
Books Worth Rs 58,390/- purchased for 2016-2017 from Book Bank

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.

A Historical & Science tour was conducted for final year students to “Nagarjuna Sagar” a famous buddist tourist place and also visited the power station in the project.

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 in advance. Flexis were presented in various centres and T.V advertisements in local

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 declares the results within 30 days.
On-line System is introduced for submission of Examination Application and payment of fee and Internal Marks.
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 meetings.

6.12 Activities and support from the Parent – Teacher Association

- 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 and to do university fee payment and entering of internal marks of the Institution by the office staff of the college.

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

- Polyethylene bags were banned in the Campus
- Vanam-manam was organised to bring awareness among the students about Environment. New saplings were planted in the College Campus to celebrate Vanamahotsavam
- Students adopted plants.
- Awareness campaign on Swach Bharat conducted by the students in the Ulavapadu Village.

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. & Tips by Principal
- 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
- Changes made to meet the newly introduced CBCS system as per the university guidelines in the curriculum and necessary modifications were made in teaching learning system.

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.
3. Special Tip of the Day the Principal on Quote Board.
4. A Short term courses in MS-Office and Garment Making.

**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 Dr. N. Venkata Lakshmi
Signature of the Chairperson, IQAC
PRINCIPAL
SVSM GONTI DEGREE COLLEGE
DLAVAPADO, Prakasam Dt., A.P.


Name Dr. J. LAKSHMI KUMARI
Signature of the Coordinator, IQAC

Annexure-I

ACHARYA NAGARJUNA UNIVERSITY
ACADEMIC CALENDAR FOR UG COURSES
FOR THE ACADEMIC YEAR 2016-2017

Admission Schedule

Sale of Admission Applications and Registration	10-5-2016
Last date for sale and registration of admission applications (Including instant intermediate candidates)	25-6-2016
Display of 1 st list & commencement of admissions	16-6-2016
Closing of Admissions (*) for general category With late fee of Rs.300/-(payable to AN.U.)	16-8-2016
Closing of Admissions (*) for general category With late fee of Rs.1000 /-(payable to A.N U.)	16-8-2016

01.	Re-opening of colleges	16-06-2016
02.	Commencement of Classes for II&III Year Courses	16-06-2016
03.	Commencement of teaching for I Year Courses	1-07-2016
04.	Last date for admissions to I year Courses	31-08-2016
05.	Last date of Transfers	19-09-2016
06.	Submission of list of transferred candidates to the A.C.E, A .N.U.	16-09-2016
07.a)	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)	16-09-2016
(b)	Submission of Staff particulars (Degree Colleges Service only) for Valuations purpose to Coordinator, UG Exams, ANU(theory & practical with cadre wise experience)	16-9-2016
08.	Last date for submission of master list of newly admitted I year students of 2015-16 as per structure prescribed by University along with ICR forms to ACE, ANU	31-8-2016

09.	Dasara Vacation	7-10-2016 to 13-10-2016
10.	Dates for payment of examination fees and submission of Examination	3-9-2016
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)	13-09-2016
12.	Last date for submission of question paper account for all years to Coordinator, UG Exams, ANU	30-11-2016
13.	Christmas Break	23-12-2016 To 27-12-2016
14	Pongal Break	09-01-2017 To 16-01-2017
15	Commencement of practical Examinations for 2015-16 1 st & 3 rd Semester	05-02-2017
16.	Last date for instruction & Computing attendance(All the colleges are requested to send the condonation particulars to the Addl. Controller of Examinations along with condonation amount if any collected from the students	28-02-2017
17.	Commencement of Examinations (Theory) for 2014-2015	04-03-2017
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 than 180 in an academic year excluding holidays, Vacation time set apart for completing admission and time required for conduct of examinations)	31-03-2017
19.	Reopening of colleges for the academic year 2015-16	16-06-2017

(*) 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	05-02-2017 to 25-02-2017
Commencement of Theory Examination	04-03-2017
Publication of Results	On or before 21-04-2017
Instant Examination	05-05-2017

Schedule for the Payment of University Examination Fee

A	Last date for submission of Examination Applications	17-11-2016
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Publication of Results:

A	1 st & 2 nd year Results	30-04-2017
B	Last date for Submission of examination application for supplementary Examination	20-05-2017
C.	Commencement of Supplementary Examination(Theory)	23-06-2017

Annexure-II Feedback from Stakeholders						
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-III

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.

3. A Short term Course in M.S Office was conducted by the Department of Physics as part of Best practices. 25 students were trained in the programme and it really benefits the rural students in developing their computer skills and will help them to augment their studies.

4. A short term course in "Garment making "was introduced especially for the women students. All the students from the rural background as a novel practice to introduce fashion trends to the rural students. A sewing machine was donated by local people and with the help of it a woman technician was hired to teach the course.