

SELF – STUDY REPORT

PART – I

Submitted to

**NATIONAL ASSESSMENT AND
ACCREDITATION COUNCIL**

BANGALORE

MAY - 2013



I.D.NO.: APCOGN 15510

GOVERNMENT DEGREE COLLEGE

KARVETINAGARAM – 517 582

CHITTOOR DISTRICT, ANDHRA PRADESH

GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM



Estd: 1995

- *Crown above the globe represents Pinnacle: the highest point of success and achievement in the field of education.*
- *The Globe beneath the Crown symbolizes extension of education to all.*
- *The Book impersonates exhaustore education to all to serve all.*
- *The Green color used in the logo characterizes achievement. It also means learning, growth and harmony.*



GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM

Estd: 1995

**GOVERNMENT DEGREE COLLEGE,
KARVETI NAGARAM – 517 582**
(A Premier Graduate Co-educational Institution)
(Affiliated to S.V.University, Tirupati)

DECLARATION

I do certify hereby that the information given in this Self Study Report is true to the best of my Knowledge.

This SSR is prepared by the institution after thorough internal debates and discussions among various committees and administrative staff and no part of any information furnished has been outsourced.

I am aware that the peer team will validate the information provided in this SSR during the Peer team visit.

Principal



GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM

Estd: 1995

Ph No. 08577 – 287484,
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**GOVERNMENT DEGREE COLLEGE,
KARVETI NAGARAM – 517 582**
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(Affiliated to S.V.University, Tirupati)

NAAC Self Study Report

This Self Study Report (SSR) has taken months of meticulous efforts to write, compile, and then on to edit and give a shape.

I am greatly indebted to all the staff for their efforts in preparing this report. Without their contribution, this report could never have been reached this present form.

I am thankful to Dr. M. Subramanyam, Principal of the college for his support and guidance at every stage in making this report exhaustive. His encouragement and enthusiasm have sustained us to accomplish this task with all rigor and zeal.

I am profusely thankful to the members of the NAAC core committee and the members of administrative office who have toiled a lot in compiling, editing, typing and shaping this information into a complete form.

Once again my due thanks to all those who have had their share of contribution of this Self Study Report.

NAAC Steering Committee.



GOVERNMENT DEGREE COLLEGE
KARVETINAGARAM

Estd: 1995

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From the Desk of the Principal

In the broadest social context, Government Degree College was established in 1995 in order to provide quality higher education to students from diverse social backgrounds irrespective of caste, color, creed, economic strata and academic performances in yester Years.

This academic year GDC moves into the 17th year of its existence and educational services to the community. As I look back to the 17 glorious years of GDC's growth. I am overwhelmed by admiration and pride that the college sincerely served the students.

Government Degree Colleges are always doing their best to impart intellectual, spiritual and ethical humanness to the students.

I am much obliged to submit this Self Study Report of our college for Accreditation for due recognition and support to serve better in future.

This Self Study Report has been prepared as per the norms set by NAAC and gives an insight into our efforts. This unsurpassed success and multi-faceted achievement of our students recorded in our report bears testimony to the effectiveness of our innovative endeavors.

May the quality education, we impart to our students in Government Degree College, Karvetinagaram enlighten their minds and enthuse their hearts to come out with flying colors.

PRINCIPAL

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INTRODUCTION

Karvetinagar or Karvetnagar is a village and a Mandal headquarter in Chittoor district in the state of Andhra Pradesh in India. It is a place with some historical prominence. It is, for years, a socially and economically backward area.

Puttur is the nearest railway station to Karvetinagaram (15 km) in Chittoor District, in Andhra Pradesh. Frequent buses fly from Puttur to Chittoor via Karvetinagar. Alternatively, it can be accessed from Pallipattu (10 km) in Tamil Nadu.

Our college was previously located beside the Rajah's Palace in the heart of the town. Later with the fruitful efforts of the elite of the town and the tireless trials of the former principals and the staff of this college, we are now blessed with a new building of our own located by the karveti nagar – Puttur highway road.

With the initiative of the Nagari MLA Sri R.Chenga Reddy Garu and several other local leaders, this college was established during the year 1994 - 95 and Sri R.Sreeramulu Naidu was the member of College Planning Development Committee. With the efforts of Sri G.Mudhu Krishnama Naidu the then Minister for Education, the first batches of B.A and B.Com were started in Telugu Medium. In 2009 B.Sc. with Mathematics, Physics and Chemistry and B.Com (Computer Applications) were introduced. Now our institution offers the following Courses:

- ❖ B.A - History, Economics and Politics (TM)
- ❖ B.Com - General (TM)
- ❖ B.Com - Computer Application (EM) and
- ❖ B.Sc. - Mathematics, Physics and Chemistry(TM)

COLLEGE PLANNING AND DEVELOPMENT COMMITTEE

Our college has a College Planning and Development Committee, formed as per the instructions of the DHE. Dr M.Subramanyam, Principal is the president of CPDC.

CPDC Members:

- Sri.Sreeramulu Naidu (Local Leader, Ex-ZPTC Chairmen)
- Sri.Subhan Khan (Industrialist)
- Sri.Abraham (Priest)
- Sri.P.C.Reddappa (Physician)
- Sri.Parthasarathy (Businessmen)
- Sri.Vijaya kumar Pillai (Headmaster)
- Sri.Thirumalanath (Ex-Surpanch)

N.S.S.:-

N.S.S is one of the activities that brought good name to our college. Presently the NSS Programme Officer is Dr. P. Munikrishnaiah, Lecturer in Physical Education. The NSS Volunteers are serving enthusiastically with discipline and dedication. They actively take up social works and extend service on selected occasions.

Consumer Club:-

A Consumer club is also functioning in our college under the supervision of department of commerce.

Games and Sports:

Though our college has no suitable playground our students are actively participating in intercollegiate and interuniversity sports and games competitions.

UGC Committee

We are extremely glad to announce that very recently (during 2012-13) our college has got recognition under 2F and 12B of UGC act by the University Grants Commission which enabled our institution to get financial assistance from UGC for development. UGC released 22.5 Lakhs under XI plan as 10 Lakhs & 12.5 Lakhs in two instalments and the amount is used to establish Computer Lab and English Lab and also to refurnish the Science Labs which was used for establishment of computer lab, and of late another grant of Rs.12.5 Lakhs has been released in March 2013 for purchase of needy equipment. Rs. 22.5 Lakhs also released in May 2014 from UGC under XI Plan grants.



The Principal
Government Degree College, Karvetinagaram.



Faculty of the College
Government Degree College, Karvetinagaram.



The Teaching Staff

Government Degree College, Karvetinagaram.



The Non-Teaching Staff

Government Degree College, Karvetinagaram.



Front View of College Building
Government Degree College, Karvetinagaram.



Side View of the College,
Government Degree College, Karvetinagaram.



Physics Laboratory



Chemistry Laboratory



English Language Lab



Computer Laboratory



DRC Programme on 25th November 2014



Blood Donation Camp on 4th January 2014

PROFILE OF THE COLLEGE

1. Name and address of the College:

| | | | |
|---------|--|--------------|-------------|
| Name | : Govt. Degree College, Karvetinagaram. | | |
| Address | : Govt. Degree College, Karvetinagaram, Chittoor Dist. – 517582 | | |
| City | : Karvetinagaram | Pin: 517 582 | State: A.P. |
| Website | : www.gdcknagaram.org.in | | |

2. For communication :

| Designation | Name | Telephone with STD code | Mobile | Fax | Email |
|---------------------------------|--------------------|-------------------------|----------------|----------------|-------------------------|
| Principal | Dr. M. Subramanyam | 08577 – 287484 | +91 9494811098 | 08577-287484 | knagaram.jkc@gmail.com |
| Vice Principal | Mr. k.Sridhar | 08577 – 287484 | 09490041797 | 08577 - 287484 | adiyensridhar@gmail.com |
| Steering Committee Co-ordinator | Mr.k. Sridhar | 08577 – 287484 | 09490041797 | 08577 - 287484 | adiyensridhar@gmail.com |

3. Status of the institution :

- Affiliated College : YES
- Constituent College : NO
- Any other (Specify) : NO

4. Type of Institution :

a. By Gender

- i. For men : NO
- ii. For Women : NO
- iii. Co – educational : YES

b. By shift

- i. Regular : YES
- ii. Day : YES
- iii. Evening : NO

5. Is it a recognized minor institution? : NO

If yes specify the minority status
(Religious / linguistic / any other) and
Provide documentary evidence. : NA

6. Source of Funding:

- a. Government : YES
b. Grant-in-aid : NO
c. Self-financing : NO
d. Any other : NO

7. A. Date of establishment of the college : 15-07-1995

B. University to which the college is
Affiliated or which governs the college
(If it is a constituent college) : S.V. University, Tirupati.

C. Detail of UGC recognition :
(Enclose the certificate of recognition
U/s 2(f) and 12(B) of the UGC Act)

| Under Section | Date, Month & Year (dd-mm-yyyy) |
|---------------|---------------------------------|
| i. 2 (f) | 12-01-2011 |
| ii. 12(B) | 12-01-2011 |

D. Detail of recognition / approval by
Statutory / regulatory bodies other than
UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)
(Enclose the recognition / approval letter) : NA

8. Does the affiliating university Act provide
For conferment of autonomy (as recognized
by the UGC) to its affiliated colleges? : NO

If yes, has the college applied for availing
the autonomous status? : No

9. Is the college recognized

a. By UGC as a college with Potential
for Excellence? : NO

If yes, date of recognition:
(dd/mm/yyyy)

b. For its performance by any other
Governmental agency? : NO
If yes, name of the agency and
Date of recognition (dd/mm/yyyy)

| Location | Rural |
|---------------------------|-------------|
| Campus area in Sq.mts. | 5.49 acres |
| Built up area in sq.Feets | 18,900 sqt. |

10. Location of the campus and area in sq.mts. :
(* urban, Semi-urban, Rural, Tribal, Hilly area, any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

• Auditorium/ seminar complex with Infrastructural facilities: : NO

• Sports facilities:

❖ Play Ground : YES

❖ Swimming Pool : NO

❖ Gymnasium : NO

• Hostel : NO

❖ Boys hostel :

i. Number of hostels : NO

ii. Number of inmates : NO

iii. Facilities (Mention Available facilities) : NO

❖ Girl's hostel :

i. Number of hostels : NO

ii. Number of inmates : NO

iii. Facilities (Mention available facilities) : NO

❖ Working women's hostel : NO

i. Number of hostels : NO

ii. Number of inmates : NO

iii. Facilities (Mention available facilities) : NO

1. Residential facilities for Teaching and non-teaching staff (give numbers available and cadre wise) : NO

| | | | |
|----|--|---|---|
| 2. | Cafeteria | : | NO |
| 3. | Health centre – First Aid - | : | YES |
| | Inpatient | : | NO |
| | Outpatient | : | NO |
| | Emergency Care facility | : | NO |
| | Ambulance | : | NO |
| | • Health Centre Staff – | | |
| | Qualified doctor | : | YES |
| | Qualified Nurse | : | NO |
| | • Facilities like banking, post office, Book shops | : | NO |
| | • Transport facilities to cater to the needs of students and staff | : | Bus passes are available from APSRTC (for Students only) |
| | • Animal house | : | NO |
| | • Biological waste disposal | : | NO |
| | • Generator or other facility for constant supply and Voltage of electricity | : | We don't have managing Generator but we have Inverters at - Computer Lab, Principal Chamber, Office Room, English Lab, Library, Staff Room, Mana TV Room. |
| | • Solid waste management facility | : | NO |
| | • Waste water management | : | NO |
| | • Water harvesting | : | NO |

12. Details of programmes offered by the college (Give data for current academic year)

| S.No. | Programme level | Name of the Programme/ Course | Duration | Entry Qualification | Medium of instruction | Sanctioned / approved student places | No. of students admitted |
|-------|-----------------|-------------------------------|-----------|---------------------|-----------------------|--------------------------------------|--------------------------|
| 1 | UG | B.A. | III Years | Intermediate | Telugu | 60 | 50 |
| | | B.Sc | III Years | Intermediate | Telugu | 50 | NIL |
| | | B.Com(G) | III Years | Intermediate | Telugu | 60 | 22 |
| | | B.Com(CA) | III Years | Intermediate | English | 60 | 25 |

13. Does the college offer Self-financed programme? : YES (Restructured)
If yes, how many : B.Com (CA)
14. New programmes introduced in the College during the last five years if any? : Two new course started [B.Com(CA) & B.Sc (MPC)]
15. List of departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they academic degree awarding programmes. Similarly also do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

| Particulars | UG |
|-------------|---|
| Science | Mathematics Physics Chemistry |
| Arts | History Economics Political Science |
| Commerce | B.Com(G) B.Com(CA) |

16. Number of Programmes offered under (Programme means a degree course like BA, B.Sc, B.Com(G) & B.Com(CA))
- a. Annual system : (2 Years) For II and III Year students (B.A./B.Com(G)/B.com(CA)/B.Sc(MPC))
- b. Semester system : From 2015-2016 for I Year students
- c. trimester system : NIL

17. **Number of Programmes with**
- a. Choice Based Credit System : From 2015-2016 for I Year students
 - b. Inter/multidisciplinary approach : NA
 - c. Any other (specify and provide details) : NA
18. **Does the college offer UG and or PG Programmes in Teacher Education?** : NO
If yes,
- a. Year of Introduction of the programme(s) (dd/mm/yyyy) and number of batches that completed the programme. : NA
 - b. NCTE recognition details : NA
(If applicable)Notification No.:
Dated..... (dd/mm/yyyy)
Validity.....
 - c. Is the institution opting for assessment and accreditation of Teacher education separately? : NA
19. **Does the college offer UG or PG programmes in Physical Education?** : NO
If yes,
- a. Year of Introduction of the programme(s) and number of batches that completed the programme. : NA
 - b. NCTE recognition details : NA
(If applicable)Notification No.:
Dated..... (dd/mm/yyyy)
Validity.....
 - c. Is the institution opting for assessment and accreditation of Teacher education separately? : NO

20. Number of teaching and non-teaching positions in the Institution

| Positions | Teaching Faculty | | Non Teaching | | Technical Staff | |
|--|------------------|--------|--------------|--------|-----------------|----|
| | Male | Female | Male | Female | | |
| Sanctioned by UGC/ university/ State Government <i>Recruited</i> | 03 | 01 | 03 | 03 | -- | -- |
| Yet to recruit | -- | -- | -- | -- | -- | -- |
| Sanctioned by the Management/ society or other authorized bodies <i>Recruited</i> | -- | -- | -- | -- | -- | -- |
| Yet to recruit | -- | -- | -- | -- | -- | -- |

21. Qualifications of the teaching staff

| Highest Qualification | Lecturers | | Total |
|----------------------------|-----------|--------|-------|
| | Male | Female | |
| Permanent Lecturers | | | |
| D.Sc/D.Lit. | | | |
| Ph.D. | 02 | | 03 |
| M.Phil | 02 | | 01 |
| PG | | 01 | 01 |
| Contract Lecturers | | | |
| D.Sc/D.Lit. | | | |
| Ph.D. | | | |
| M.Phil | | | |
| PG | 04 | 02 | 06 |
| Part Time Lecturers | | | |
| Ph.D. | | 01 | 01 |
| M.Phil | | | |
| PG | | | |
| Guest Faculty | | | |
| Ph.D. | | | |
| M.Phil | | | |
| PG | 01 | 01 | 02 |

22. Number of Visiting Faculty : 05
engaged with the College

23. Furnish the number of the students admitted to the institute during the last four academic years:

| Categories | 2010-11 | | 2011-12 | | 2012-13 | | 2013-14 | |
|------------|---------|--------|---------|--------|---------|--------|---------|--------|
| | Male | Female | Male | Female | Male | Female | Male | Female |
| SC | 92 | 31 | 80 | 31 | 127 | 58 | 47 | 20 |
| ST | 16 | 06 | 16 | 07 | 17 | 09 | 1 | 4 |
| BC | 33 | 21 | 35 | 32 | 43 | 20 | 15 | 10 |
| General | 30 | 18 | 33 | 19 | 13 | 03 | 3 | 1 |

24. Detail of students enrolled in the college during the current academic year:

| Type of students | UG | PG | M.Phil. | Ph.D. | Total |
|---|----|----|---------|-------|-------|
| Students from the same state where the college is located | | -- | -- | -- | |
| Students from other states of India | -- | -- | -- | -- | -- |
| NRI students | -- | -- | -- | -- | -- |
| Foreign Students | -- | -- | -- | -- | -- |
| Total | | -- | -- | -- | |

25. Dropout rate in UG and PG(average for the last two batches) Enrolled in first year, minus those appeared for final exams in the final year from among them = Dropout. (e.g. enrolled in 2007, 100. Minus those who appeared for final Exams in 2010, 85= dropout 15)
- : UG 2010-11 194
2011-12 256

26. Unit Cost of Education
(unit Cost= total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component : 25200/-

(b) excluding the salary component : 4100/-

27. Does the college offer distance education programme (DEP)? : NO
If yes,

a. is it a registered centre for offering distance education programme of another University : NO

| | | | |
|-----|--|---|---|
| | b. Name of University whose courses are offered | : | NO |
| | Number of programmes offered | | |
| | c. Recognized by the Distance Education Council | : | NO |
| 28. | Provide Teacher-student ratio for each of the programme/ course offered. | : | B.A. : 1:60 B.Sc : 1:50 B.Com: 1:60 |
| 29. | Is the college applying for Accreditation | : | YES |
| | Re-Assessment | : | NA |
| | Date of accreditation* | : | NA |
| | Number of working days during the last academic year | : | 230 |
| 30. | Number of teaching days during the last academic year (Teaching days means days on which lectures were engaged excluding the examination days) | : | 180 |
| 31. | Date of establishment of Internal Quality Assurance Cell (IQAC) | : | 01-07-2014 |
| 32. | Details on submission of Annual Quality Assurance Reports (AQAR) AQAR (i)_____ (dd/mm/yyyy) AQAR (ii)_____ (dd/mm/yyyy) AQAR (iii)_____ (dd/mm/yyyy) AQAR (iv)_____ (dd/mm/yyyy) | : | NIL |
| 33. | Any other relevant data (no covered above) the college would like to include. (Do not include explanatory/ descriptive information) | : | NA |

C. Criterion-Wise Inputs

CRITERION - I

CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, lecturers, staff and other stakeholders.

Vision:

To establish a just and humane society by imparting quality education, ethical values, value added knowledge with global standards to the down-trodden sections at affordable costs.

Mission:

- To impart a quality higher education to the predominantly rural and backward learners.
- To equip the students with global skills so as to make them to meet the demands of the society.
- To inculcate human values.
- To train the stakeholders in restricted curriculum to strengthen the job opportunities.
- To start job oriented certificate or diploma courses conventional courses to instill self confidence in the students.
- To provide the students need based education.
- To motivate the students towards community service.

Objectives:

The main objectives of the college are....

- To impart value based higher education to rural and backward learners and to motivate them towards community service.
- To bring out the potentialities of the rural youth.
- To have linkages with industry and provide students on job training.
- To encourage faculty to take up innovative research project.
- To train students with a rural back ground in communication skills in English.

Communication to Stakeholders:

The advisory committee, CPDC and staff council are the two main important academic bodies of the college. Frequent meetings are held to plan programmes and discuss key issues in tune with the vision and mission of the college. Decisions taken in the advisory committee and the staff council are communicated properly to all the students through displaying notices on the notice board and by circulating them to the class rooms. The following criterion is followed to communicate the vision, mission and objectives of the college to the stakeholders:

- The college's mission and vision are displayed at the main entrance of the college.
- It is communicated to the students through college prospectus, college calendar and during the induction programmes.
- The vision and mission statement of the college is also displayed on the college website.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The college meticulously develops action plans for effective implementation of the curriculum. At the outset, the advisory committee of the college conducts protracted meetings with the staff members of various departments to develop various strategies for effective implementation of the curriculum. Lecturers are encouraged beforehand to impart the curriculum through innovative teaching methods such as presentations, assignments, discussions, seminars, industrial visits, computer education apart from regular/traditional teaching methods.

The staff members of various teaching departments conduct their internal meetings and develop academic plans for the forth coming academic year. Keeping in view, the number of working days available, the syllabus is divided into units which are to be finished by a given deadline. All the departments of the college follow the academic calendar issued by the affiliating university. Thereafter, each department plans its annual academic schedule which clearly mentions the topics to be taught and number of working days allocated to respective topics, the amount of syllabus to be tested in various classes, monthly, terminal or half yearly and Pre-final exams.

1.1.3 What type of support (procedural and practical) do the lecturers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

The curriculum prepared by the S.V. University, Tirupati, to which the college is affiliated, is well transacted to the students after serious preparation as well as critical thought by the lecturers concerned. Being an affiliated institution we are always in tune with the latest trends in education and follow the guidelines stipulated by the university.

The S.V.University regularly organizes refresher courses, orientation programs and workshops to keep the knowledge and teaching aptitude of the teaching faculty updated. The faculty of the college can discuss their issues or problems, if any, while participating in the meetings of the Board of Studies. The College also encourages the lecturers to participate in the Orientation/Refresher Courses/ Workshops/ Seminars organized by the affiliating university to update the knowledge and to improve the teaching practices.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

Though the curriculum is designed and revised by the S.V.University, Tirupati, for effective curriculum delivery, we give weightage to academic improvement and at the same time give sufficient importance to overall development of students by encouraging them to work with various forums of the college such as Student Council, NSS and various College Committees including the college development committee.

The college relies upon the globally trusted and followed teaching strategy, i.e., student centric method. The college and the teaching faculty have taken many initiatives for effective delivery of the curriculum. The College faculty is trained by the computer department to make them familiar with the use of computers so that they are able to use the modern technological resources like internet, projectors and OHP's etc. to supplement their class room lectures. In addition to the regular subject classes, the college also organizes special lectures by inviting experts from various fields to share their knowledge with the students. The college also organizes special Personality Development Programs for students.

College offers educational tours such as industrial/trade fairs, exhibitions and places of historical importance to provide them a firsthand knowledge of various things. Furthermore, for effective curriculum delivery, the college has got the provision of special remedial classes for slow learners. Special classes are conducted for those students, who could not attend the classes on account of NSS camp or participation in the sports or extra-mural activities to make up their academic loss.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

Industry:

The college takes initiative to build college–industry– neighbourhood networking for enhancing the quality and relevance of education. The students of various departments of the college are taken for industrial visits from time to time to keep them abreast of the latest developments in the market.

Research Bodies:

Institute does not have any university approved research center of the affiliating university. Despite its unavailability of a research centre, the faculty keeps on inviting experts on various subjects to deliver Guest lecture to the students.

University:

The faculty members of the college keep in touch regularly with their counter parts of the affiliating university colleges and get latest information regarding their own respective subjects.

- 1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.**

The task of curriculum designing in different subjects is entrusted to the Board of Studies of the University. The Members of Board of Studies take steps to redesign and restructure the curriculum from time to time keeping in view the academic needs of the students.

- 1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.**

The college does not enjoy the freedom to frame its own curriculum for any of the academic programs. But Certificate courses offered as Add on courses by some of the departments.

- 1.1.8 How does institution analyse/ensure that the stated objectives of curriculum are achieved in the course of implementation?**

- ❖ An Annual academic plan is prepared by every lecturer and followed scrupulously in completing the syllabus, conducting periodical tests and assignments under the regular supervision of the principal and the in-charges of the departments.

1.2 Academic Flexibility

- 1.2.1 Specifying the goals and objectives give details of the certificate / diploma / skill development courses etc., offered by the institution.**

Keeping in mind the growing needs at state, national and global level the college imparts education at Graduate Degree Level in all branches, of Arts, Commerce and Science with basic knowledge of computers.

Following is the List of Courses offered by the Institution

| Program Offered | Sanctioned Strength |
|------------------------|----------------------------|
| B.A. | 60 |
| B.Sc (MPC) | 50 |
| B.Com (General) | 60 |
| B.Com(CA) | 60 |

Apart from these regular courses which are duly affiliated with the S.V. University, Tirupati, the college does not have any Certificate/Diploma courses. But the college offers certain Skill Development courses and certificate courses to enhance the students' knowledge. Special training in Communication Skills and Personality Development is provided to students of all classes by English department. Students of B.A., B.Sc and B.Com are imparted special preparatory courses for various competitive exams like Bank Clerks, Bank PO, APPSC, UPSC, RRB, B.Ed., etc.

1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.

No. The College on its own level right now does not offer any dual degree programmes.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability

The college offers B.A., B.Sc., and B.Com. (General), and B.Com (Computer Applications) to keep the students abreast of the fast changing technological world. Keeping in mind the regional demand and to cater to the needs of the younger generation with all possible facilities, the college provides computer application course. The inter-disciplinary course in environment has been introduced by the University for all B.A, B.Sc, and B.Com classes, so as to shoulder their responsibility as good citizens to ensure a safe environment.

All these courses definitely develop employable skills among the students that in turn help them progress in higher studies and their potential for getting employment is surely enhanced with these skills development courses offered by the college.

*** Range of Core /Elective options offered by the University and those opted by the college**

The college provides instructions for B.A., B.Sc., and B.Com. (G) and B.Com. (C.A.) at Under Graduate level. Our college offers the following compulsory and optional subjects at Undergraduate level.

| S.No. | Class | Medium | Subjects | |
|-------|--------------------|---------|--|---|
| | | | Compulsory/Core | Optional |
| 1 | B.A. (H.E.P) | Telugu | English(General) Indian Heritage Culture & Contemporary Indian Economy and Polity, Introduction To Computer, Environmental Studies, | Telugu/Hindi History Economics Political Science |
| 2 | B.Sc (M.P.C) | Telugu | English(General) Indian Heritage Culture & Contemporary Indian Economy and Polity , Introduction To Computer, Environmental Studies, | Telugu/Hindi Mathematics Physics Chemistry |
| 3 | B.Com (General) | Telugu | English(General), Indian Heritage Culture & Contemporary Indian Economy and Polity, Entrepreneur Ship Principles & Concept , Environmental Studies | Telugu/Hindi Business Economics, FinancialAccounting, B.O.M, FIT, Advanced Accountancy, Business Statistics, Taxation, Financial Services & Banking Insurance, Corporate Accounting, CMA, B.L., Auditing, DBMS, E-commerce, |
| 4 | B.Com (CA) | English | English(General), Indian Heritage Culture & Contemporary Indian Economy and Polity, Entrepreneur Ship Principles & Concept, Environmental Studies, | Telugu/Hindi |

| | | | | |
|--|--|--|--|---|
| | | | | Business Economics, Financial Accounting, B.O.M, Computer Automation, Advanced Accountancy, Business Statistics, Taxation, Visual Basics, Corporate Accounting, CMA, B.L., Auditing, C++, Java, |
|--|--|--|--|---|

❖ **Choice Based Credit System and range of subject options**

The courses are offered as per modules prepared by the S.V. University, Tirupati.

❖ **Courses offered in modular form**

Courses are provided unit wise and are arranged in the modular form at department level by academic committees comprising incharges of the Departments, teaching faculty and Principal. The modules so arranged are also used for testing the students in the exams, (Quarterly, Half- Yearly & Prefinal).

❖ **Credit transfer and accumulation facility**

No credit transfer and accumulative facility exists in the college now.

❖ **Lateral and vertical mobility within and across programmes and courses**

No lateral mobility and vertical mobility within and across the programmes and courses.

❖ **Enrichment courses**

NO such courses are offered till now.

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

The college offers the following programme recognized by the UGC and affiliated with S.V. University, Tirupati.

1. Name of the Self Financed Programme : B.Com (C.A.)

2. Admissions : Admission is done on the merit as per guidelines by S.V.University, Tirupati.

3. Curriculum : The curriculum is designed by the affiliating S.V. University, Tirupati. Teaching aids like LCD projectors, OHP, Computer and audio equipments are frequently used for effective planning, implementation and delivery of the curriculum.
4. Fee Structure : The fee structure is recommended by the S.V. University and charged from the students accordingly. Fee structure for self financed programme is on a higher side as compared to the regular courses.
5. Lecturers' Qualifications : As per UGC/S.V. University norms.
6. Salary : The UGC qualification is mandatory for lecturers. They are duly approved by university & State Govt. The Assistant Professors and Associate Professors along with non teaching and support staff draw salary as per UGC regulations and state govt. Regulation amended from time to time. But right now there is no separate permanent post is sanctioned for the group.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

No, the college is yet to receive financial assistance from the UGC for the conduct of any special training programme (STP) or instruction under equal opportunity cell (which is yet to be initiated).

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students?

No, the university does not allow the flexibility of combining conventional face to face and distance mode of education.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

The institution being an affiliated college to the S.V. University does not have the freedom of formulating its own curriculum. Still, the courses run at UG level have their relevance to the institution's goals and objectives. The college aims to impart such knowledge as may be necessary for the all round development of the students thereby making them capable of being better employed and at par with the highly competitive job markets, to reach out to the goals and objectives.

The college has also started Remedial classes for the academic improvement of SC/ST and other backward castes to improve the results. The college ensures that the University Curriculum is followed in the best of the spirit. The college academic calendar is prepared every year with the active involvement of the heads of various departments and the college advisory committee. The Principal makes sure that the curriculum framed by the university is supplemented in such a way that it reflects "*the Mission and the Vision*" of the college.

At UG level, the college adhering to the University instructions, offers a compulsory paper by names 'Environmental Studies', I.H.C. & CIEP, Introduction to computer and Entrepreneur-ship and Human values and Professional Ethics. These papers have been designed and developed by senior academicians. The syllabus of these papers is framed in such a way by the university that ecology and environment protection and preservation, value orientation, Indian culture, Computer Knowledge, Management Skill, global and national demands have made their entry significantly in the course of studies.

1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

As discussed in point 1.3.1, the college strictly adheres to the syllabus designed by S.V.University but while delivering this syllabus content to the students, our faculty enrich it with their own expertise and experience so that the students also gain employable skills that enable them get jobs in this highly competitive world.

The task of framing of curriculum of the college, as stated earlier, is in the hands of its parent affiliating institution i.e. S.V. University. The institution can only enrich and organize the curriculum by supplementing it with extra courses (discussed in point 1.3.1) so that the students are benefited in the best possible manner.

The institution has taken measures to cater to the global market needs and based on the true assessment of strengths services are offered in the campus. To develop the required skills, brainstorming sessions are often held for the faculty to design the tools in the areas of Spoken English, use of computers and providing in-depth knowledge in their respective subjects. Under the guidance of various committees, special training and tailor made orientations are conducted to enable the students reach the global standards.

Computer lab is partially equipped with latest computers for B.Com (CA) Lab. Internet facility is made available in the Principal's chamber, English Language Lab, Computer Lab and office Lab. OHP, Computers, LCD Projectors are being used for effective communication and teaching. All graduation courses involve one compulsory Fundamentals of Computers paper. The study of this enables all graduates to be familiar with computer fundamentals which enhance their employability skills.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

The cross cutting issues like Gender, Climate Change, Environment Studies, Human Rights, ICT etc, find an ample space when it comes to applying them positively into the curriculum. The college, at its own level makes arrangements for seminars and conferences at college level where in the experts from above mentioned fields are invited to share and deliver their experiences and knowledge. The college regularly organizes college level seminars on women empowerment. College has been celebrating 'Van Mahotsava' with the support of the staff and the local forest department. The subject of environment studies is a part of the college curriculum. Hence it is compulsory for all the students, irrespective of any stream, to keep the campus environment clean and green. Similarly the college offers the papers IHC & CIEP, Entrepreneurship, Introduction to Computers, and HVPE to the students of the college enabling them to learn about environmental protection, ecological balance and of course balance between the genders and keeping up values in life and profession.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

- **moral and ethical values**
- **employable and life skills**
- **better career options**
- **community orientation**

Moral and Ethical values:

The college NSS team regularly visits surrounding areas and villages where people are provided awareness on various social, moral, ethical principles and ways of life. The Students are also motivated by way of special lectures so as to instill moral and ethical values in them. They are advised to spread the same in the neighbouring areas, by enlightening the rural public.

Employable and Life Skills:

The college understands that the need of communication skills is vital for the students for better career options. Therefore the institution arranges Verbal and Written Communication Skills, Group Discussions, Essay Writing, Recitation of Poetry. Declamation Contests are held at regular intervals both in regional and English language in the institution.

Students are also allotted different responsibilities in organizing various events and activities such as cultural programmes, various competitions and seminars, etc. to improve their team building and organizational skills.

Better Career Options:

The college provides regular computer classes for all students to develop their skills of basic computer operation. Regular training in BCO, MS Office, painting, Certificate Courses in DCA, PGDCA and Tally etc is given to the students with the help of the computer lab established recently by the computer instructors (invited from the neighbouring colleges).

Community Orientation:

The college NSS team regularly visits surrounding rural areas and villages where people are provided awareness on various social, moral, ethical principles and ways of life.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

As the colleges are not empowered to design curriculum of different subjects, the faculty members usually send their suggestions about the scope for improvement and enrichment of the curriculum to their respective Boards of Studies.

At the institution level, the departments strengthen the curriculum by including some useful Additional Curricular Inputs like Debates, Seminars, Group Discussions, and Quiz Programmes etc.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

An Advisory Committee of experienced faculty members has been constituted to monitor and evaluate the efficiency and success of these enrichment programmes. This committee often meets the Principal and the College planning and Development Committee time to time and amends the enrichment programmes to meet the desired objectives. The college uses education as the tool for empowering women and through the transaction of the curriculum it has adopted, it seeks to address the all round development of the students enrolled in the various academic programme it offers.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

The institution is an affiliated college to the S.V. University and therefore there is no scope for framing institution's curriculum on its own.

Faculty members regularly attend workshops and seminars on revision of curriculum as and when conducted by the University or as directed by the CCE, Hyderabad. The College can only forward the suggestions of its faculty to the university through the members of Board of Studies. The design and development of the curriculum is in the purview of the university only.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

The feedback on the curriculum obtained by the departments and the suggestions for improvements are communicated to the Principal who, in turn conveys them to the authority of the affiliating university to aware of the views of the lecturers with regard to the change in the curriculum for the betterment of students. The institution encourages various stakeholders such as students, alumni, and faculty to give their feedback and communicates the same to the relevant authority in the university through suitable channel. The institution collects all feedbacks and comments in the form of questionnaires and analyzes them for effective implementation, whatever that is within its limits. The feedbacks are discussed in the staff council meetings. The opinion of the coordinating committee is also taken into account. The institution takes part in the curriculum development process through appropriate analysis of feedback given by the various stake holders from time to time and assimilates the suggestions in the functional style of the institution. The meeting ratifies the responses and makes suggestions to the University for modifying curriculum.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)Any other relevant information regarding curricular aspects which the college would like to include.

In the past four years, No new programmes or courses were introduced.

CRITERION II

TEACHING, LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

Publicity:

The college has a history of over 17 years. The college ensures wide publicity in a planned manner. Admission notification is published in leading regional daily newspapers, with information about number and range of courses, eligibility, process of admission and academic as well as support facilities. The same information is also made available on the college website: www.gdcknagaram.org.in

Transparency:

Transparency is ensured from the stage of notification till the completion of admission process.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the College.

The college offers only general undergraduate courses. As per the directives of the university, date of sale of application forms/ prospectus is notified on the notice board. Application forms can be bought from office and on the spot enquiries are attended to by the concern clerks and a team of lecturers concerned. Selection of students to the course is based on marks obtained in qualifying exam i.e. Intermediate / + Two. The college admits the students solely on the basis of merit in the qualifying examination. The existing government/affiliating university policy of merit for admissions is followed. Applications for admission to undergraduate courses are called for usually in the month of May. A personal interview with Principal and Conveners, along with the screening committee of various streams is part of the selection process. The Counseling team helps the students to make the choice of the medium of instruction and subjects. College follows reservation policy of the state government.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide

a comparison with other colleges of the affiliating university within the city/district.

| Program | Mode of Selection |
|----------------|--|
| B.A (H.E.P) | Must have passed Intermediate with minimum 35% marks |
| B.Com(General) | Must have passed Intermediate with minimum 35% marks |
| B.Com(CA) | Must have passed Intermediate with minimum 35% marks |
| B.Sc (M.P.C) | Must have passed Intermediate with minimum 35% marks |

Admissions are made based on the merit list prepared on receipt of applications following the reservation policy.

2.1.4 Is there a mechanism in the college to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

Mechanism to review the admission process and student profile:

Yes. The admission committee reviews the profiles of students selected for admission and chalks out a comparative summary of the selected candidates. In case a particular section of students like Girls, villagers, or any specific community are found to be in less numbers in the admission lists, the admission committee tries to motivate those sections of students by providing them the requisite facilities. The activities of students are closely monitored. A record of their performance in all the fields, academic as well as extra-curricular is maintained in the office. The students, who bring laurels to the college, like in the academics, sports, extra-curricular, or other similar areas, are duly rewarded on college Anniversary. The student with a little bit of negative approach or disturbing elements are motivated with counseling so that a positive frame of mind can be developed. This result in making the students becomes an asset for the college.

Outcome:

As a result of this process, in the last five years, the college has observed a sharp rise in the students maintaining discipline. They have learnt to channelize their energy, their potential into more constructive activities.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the college and its student profiles demonstrate/reflect the National commitment to diversity and inclusion.

- ❖ SC/ST
- ❖ OBC
- ❖ Women
- ❖ Differently-abled
- ❖ Economically weaker sections
- ❖ Minority community
- ❖ Any other

a. Students from SC/ST/OBC Community:

Students from SC/ST and other backward classes are allotted seats as per reservation system of the state policy. Fees exemption and endowment benefits are also extended to these students.

At present the reservation quota is as follows:

Reservations of seats category wise:

| S.NO | CATEGORY | % of Reservations |
|------|---------------|-------------------|
| 1 | SC | 15% |
| 2 | ST | 6% |
| 3 | OBC | 28% |
| 4 | Ex-Servicemen | 1% |
| 5 | General(OC) | 50% |

b. Women:

For women, there is 33% reservation for admission and the women candidates are provided with equal opportunity.

c. Differently-abled:

There is 3% reservation for students belonging to differently abled categories as per UGC notifications. Their requirements and needs are given a special care and attention.

d. Economically Weaker Sections of the Society:

Though there is no reservation for students belonging to economically weaker sections of the society, at the discretion of the Principal, they are provided various benefits like fee concession, with the help of the local philanthropists.

e. Minority:

The college under the direction from the Central Government, State Government and its affiliating University, offers every possible help to the Students belonging to the minority community, by recommending their cases for financial aid.

f. Athletes and Sports Persons:

Students are given admission based upon their excellence in athletics or sports activities at regional or national level. The college every year

produces scores of players in various games. The college offers them liberal concessions and scholarships as incentives, from the endowment funds.

2.1.6 Provide the following details for various programmes offered by the college during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

The number of applications received for the past few years has been less than the sanctioned strength. Hence the question of demand rate does not arise. Following are the admission particulars.

| Programme | No. of Appl. | No. of students admitted 2010-11 | No. of Appl. | No. of students admitted 2011-12 | No. of Appl. | No. of students admitted 2012-13 | No. of Appl. | No. of students admitted 2013-14 |
|------------|--------------|----------------------------------|--------------|----------------------------------|--------------|----------------------------------|--------------|----------------------------------|
| B.A.(HEP) | 75 | 60 | 70 | 58 | 65 | 52 | 54 | 44 |
| B.Com(G) | 65 | 56 | 27 | 23 | 20 | 13 | 29 | 14 |
| B.Com (CA) | 34 | 27 | 20 | 13 | 25 | 21 | 45 | 26 |
| B.Sc(MPC) | 21 | 15 | NIL | NIL | NIL | NIL | 28 | 17 |

2.2 Catering to Diverse Needs of Students

2.2.1 How does the college cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

The college is fully adhering to governmental policies regarding the needs of differently-abled students. Seats are reserved at the time of admission in all the courses. The college makes it sure that the classes of such students are held at ground floor only for the purpose of easy accessibility of books to them. During examinations such students are provided with help such as scribes for the students having vision and functional disability. These students are duly encouraged at every level in the college. Special Counseling sessions and lectures are also arranged for such category of students. Such students are also given half an hour extra time in the terminal and final examinations as per the rules of the university.

2.2.2 Does the college assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

Yes – Pre Learning Activities are conducted to assess the knowledge of the students. Based on the assessment, Post Learning Activities are initiated.

2.2.3 What are the strategies drawn and deployed by the college to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge /Remedial/ Add-on/Enrichment Courses, etc.)

The college belongs to a socially and economically back ward area. This has led to an educational, economic and psychological backwardness. Hence, soon after the admissions and before the opening of the college after summer vacation as per the academic calendar of the University. Bridge classes are conducted for the students every year enable them cope with the new environment and new studies.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

The college holds the tradition of imparting holistic education with emphasis on the ethical and moral principles. The college which is a coeducational college sensitizes its staff and students on issues such as gender inclusion, environment etc by holding seminars on the relevant topics like women empowerment environmental protection, ecological balance etc. Celebration of Women's Day by lecturers and students is also a part of the same tradition. The college, at its own level and with the assistance from UGC, makes arrangements for seminars and conferences at district level wherein the experts from the above mentioned fields are invited to share and deliver their experiences and knowledge. The college regularly organizes district level seminars on women empowerment.

2.2.5 How does the college identify and respond to special educational/learning needs of advanced learners?

The advanced learners are identified by the lecturers during their lectures in class room by means of getting feedback from the students orally and sometimes in writing. Based on their performance, students are identified as slow and advanced learners. They are provided with advanced learning materials and assistance from the lecturers. Further such learners are motivated for higher seats of learning and good career options.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

Academic performance of the students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. is identified by the lecturers during their lectures in the classroom. They are subjected to various methods of evaluation, vocal responses, sample individual responses & written tests after each unit of syllabus. The morale of the average and slow learners is boosted by counseling sessions, remedial classes and intensive interactive sessions, thus creating academic interest. Proper counseling is given to pursue studies instead of dropping studies in the middle due to petty or insignificant domestic or financial problems.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organise the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

The academic calendar is released by the affiliating university and is to be followed in totality by every college. Each department functions according to the teaching plan prepared at the department level.

The faculty follows a lesson plan, which contains the details regarding collegial objectives to be achieved.

- ❖ Teaching plan is prepared by all the lecturers concerned and submitted to the respective heads of the departments every academic year.
- ❖ A copy of the teaching plan is submitted to the Principal also.
- ❖ Time-table is prepared and displayed on the notice board.
- ❖ The departments also carry out internal assessment based on student test performance and punctuality.

2.3.2 How does IQAC contribute to improve the teaching –learning process?

IQAC monitors every month activities. The activities of every department are assessed and monitored by the IQAC. Necessary steps will be taken by the body to improve the teaching learning process if any lapses are found.

2.3.3

How is learning made more student-centric? Give details on the support structures and systems available for lecturers to develop skills like interactive learning, collaborative learning and independent learning among the students?

The college offers a lot of support services to its lecturers for making the learning student centric. The college provides a library which the faculty uses efficiently to provide comprehensive and latest information to the students. Students are also encouraged to use the library independently which enhances their knowledge. Apart from it, the college provides irrespective classroom where students participate in Group Discussions, Debates and Seminars. The college also encourages the use of internet and computers by the staff and students to keep them abreast of the latest developments in their respective field of study.

2.3.4 How does the college nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

The college concentrates on making the students original thinkers. To encourage the artistic temper among the students, the college lecturers motivate them to participate in various extra-mural activities in youth festivals. At the same time, to encourage the scientific temper among students, the faculty engages the students in various practical works on science labs and computer labs. To sharpen the critical thinking among students, various GDs, debates and seminars are organized in which students explore new ideas and also get a chance to listen to the expert views of eminent professionals.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

The use of modern multi-media teaching aids like OHP, multimedia projectors, Internet enabled computer systems are used for instructions as well as other student learning experiences. The students are also encouraged to use computer software packages for meaningful analyses of the experimental data collected/acquired by them.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

College conducts lectures and seminars by experts on various issues in which faculty members and students are encouraged to participate and reap benefits. The lecturers go for refresher and orientation courses. Educational tours are also conducted. Over the past many years the faculty have been participating in the conferences and presenting papers in University / State / National level seminars.

Students are trained in computers, communication and soft skills as part of acquiring employability skills. Extension lectures by inviting lecturers by neighbouring colleges, are arranged.

2.3.7 Detail (process and the number of students/benefited) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?

There is no provision for counselors/advisors for each class or group of students the lecturers act as counselors and advisors for academic and personal guidance. The students are divided into groups and each group is provided with a counselor /advisor to provide academic and personal guidance to the needy students. In other words it is called ward system. It is done at all level of courses in all the divisions. The teacher in-charge carefully monitors the

regularity of attendance, participation in seminars and other activities and also the performance of the students in internal tests, examinations. Accordingly the students are advised to improve by way of help and remedial coaching.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the college to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

The college encourages the lecturers to keep themselves abreast of the latest developments in their respective fields. They are encouraged to use computers, Internet and library resources to enrich their teaching skills. The college faculty is also provided training for use of computers, latest software so that they can themselves create modern teaching aids to be used in their classrooms.

From time to time the college faculty adopts approaches/methods such as seminars, conferences and special lectures. The faculty members who attend seminars/ conferences arranged by neighbouring colleges share their experience with students and faculty with latest information and talent developments.

2.3.9 How are library resources used to augment the teaching-learning process?

The college has a library with a total number of 2319 books. The library continues to provide the following current awareness services in order to alert users to latest information of their interest.

- ❖ List of new entries
- ❖ Useful articles
- ❖ News items

The catalogues from different publishers are filed. Some faculty members have their personal collection of a large number of books and they share the books with the fellow colleagues. Department libraries by each department are maintained, though with limited book sources.

Students are also encouraged to make use of library services. They are provided with a student library card which enables them to set books issued from the library. Students are also taken to the library to instill reading habits among them. Lending of books to the students is a regular practice. Book bank for the SC, ST students is maintained.

2.3.10 Does the college face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the collegial approaches to overcome these.

This type of situation has never happened as the faculties have been able to complete the curriculum within the stipulated timeframe. Lecturers manage to deliver their responsibilities successfully. Sometimes because of *bandhs* declared by political parties, college faces challenges in completing

the curriculum but the college through extra classes tries to overcome these challenges.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

A committee, constituted for this purpose through interaction with lecturers and students submits reports of the feedback to the Principal. Through house examinations, and feedback from students lecturers evaluate the quality of teaching and learning.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent lecturers) to meet the changing requirements of the curriculum?

In our college, the vacancies are filled by the state government through APPSC, as well as promotions from the cadre of junior lecturers as Degree Lecturers. Similarly, some are appointed on Contract basis by the RJD's under the guidance of CCE, Hyderabad and Guest lecturers also are appointed in cases of exigency by the college CPDC members under the guidance of CCE, Hyderabad

| Highest qualification | Professor | | Associate Professor | | Assistant Professor | | Total |
|-----------------------|-----------|--------|---------------------|--------|---------------------|--------|-------|
| | Male | Female | Male | Female | Male | Female | |
| Permanent lecturers | -- | -- | 01 | 01 | 01 | 01 | 04 |
| D.Sc./D.Litt. | -- | -- | -- | -- | -- | -- | -- |
| Ph.D. | -- | -- | 01 | -- | -- | -- | 01 |
| M.Phil. | -- | -- | -- | 01 | 01 | -- | 02 |
| PG | -- | -- | -- | -- | -- | 01 | 01 |
| Temporary lecturers | | | | | | | |
| Contract / Guest | -- | -- | -- | -- | 05 | 03 | 08 |
| Ph.D. | -- | -- | -- | -- | -- | -- | -- |
| M.Phil. | -- | -- | -- | -- | 02 | -- | -- |
| PG | -- | -- | -- | -- | 04 | 02 | 06 |
| Part-time lecturers | | | | | | | |
| Ph.D. | -- | -- | -- | -- | -- | 01 | 01 |
| M.Phil. | -- | -- | -- | -- | -- | -- | -- |
| PG | -- | -- | -- | -- | -- | -- | -- |

2.4.2 How does the college cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)?

Provide details on the efforts made by the college in this direction and the outcome during the last three years.

No, such courses are run in the college at present.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the college in enhancing the teacher quality.

a) Nomination to staff development programmes

| Academic Staff Development Programmes | Number of faculty Nominated |
|---|------------------------------------|
| Refresher courses | 04 |
| HRD programmes | -- |
| Orientation programmes | 04 |
| Staff training conducted by the university | -- |
| Staff training conducted by other colleges | -- |
| Summer / winter schools, workshops, etc | 01 |

b) Faculty Training programmes organized by the college to empower and enable the use of various tools and technology for improved teaching-learning

❖ Teaching learning methods/approaches

The computer department of the college organizes training programs for lecturers of other departments to make them aware of the latest developments in the technology. They train the lecturers to encourage the use of computers and internet to empower the lecturers and to improve their teaching methods; it will help to conduct Seminar presentations of the UG Degree students in the computer lab by the use of LCD projector.

❖ Handling new curriculum

We have a lot of experienced and qualified staff to handle the new Curriculum with ease. Whenever there is a change in the syllabus initiated by S.V.University, the same is conveyed to the HODs by the Principal timely. The HODs then arrange meetings with their lecturers and explain the new syllabus and devise strategies to empower the lecturers to handle the new syllabus effectively.

❖ Assessment

The self assessment report is one of the important yard sticks used for the promotion of the faculty. It also gives a picture of the needs of the faculty in terms of their research and other activities. Suggestions to improve the academic system, provided by the faculty through the self assessment report are also taken into account by the college.

❖ Cross cutting issues

Cross cutting issues like Gender, Climate Change, Environment Studies, ICT etc, find an ample space when it comes to applying them positively into the curriculum. The college, at its own makes arrangements for seminars and conferences, where in the experts from above mentioned fields are invited to share and deliver their experiences and knowledge. The college regularly organizes district level seminars on women empowerment. College has been celebrating 'Van Mahotsava' with the support of the staff and the local forest department. The subject of environment education is a part of the college curriculum. It is compulsory for all the final year students. Similarly the college offers the paper of ICs i.e. Introduction to Computers, to the students of the college thereby enabling them to learn the latest technology which can help them make a better future.

❖ **Audio Visual Aids/multimedia**

Lecturers are using audio visual aids in Classrooms. Our Computer department is provided with Audio visual aids as per their requirement. We have latest Computer aided packages, as per our requirement. It includes projectors, computers, sound system etc. Faculty members are provided with computers with internet browsing facility for preparation of teaching/learning materials.

❖ **OER's**

At present they are not available in the college.

❖ **Teaching learning material development, selection and use**

The lecturers of our institute are given free access to internet. This helps them collect learning material etc., from the internet, etc. College has a library which contains limited books but of various subjects. Besides this the college organizes seminars and conferences which help as a learning source for the faculty.

c. Percentage of faculty

- **invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies**

20%

- **participated in external Workshops / Seminars / Conferences recognised by national/ international professional bodies**

50%

- **presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies**

40%

2.4.4 What policies/systems are in place to recharge lecturers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national colleges and specialized programmes industrial engagement etc.)

The college extends full support for the professional development of the faculty. The faculties are encouraged to pursue their M. Phil. and Ph.D. The college deutes its lecturers to attend refresher and orientation programs, conferences, seminars and training programs organized by other institutes, universities and research organizations.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the collegeal culture and environment contributed to such performance/achievement of the faculty.

NIL

2.4.6 Has the college introduced evaluation of lecturers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

The head of the college takes feedback on the lecturers from the students and their guardians, at the end of every academic year Presently from the current academic year; Monthly feedback is taken from the students. The feedback forms mainly focus on the various teaching skills of the faculty members, like presentation, communication, knowledge, content covered, innovative practices and laboratory work.

2.5 Evaluation Process and Reforms:

2.5.1 How does the college ensure that the stakeholders of the college especially students and faculty are aware of the evaluation processes?

The Stakeholders of the college i.e. students and faculty are informed about various evaluation processes by giving general instructions. The periodic instructions issued by the parent university are promptly communicated to the students. They are informed about unit tests, assignments, Quarterly, Half-Yearly, and Pre- Final exams conducted in stipulated time as scheduled in the academic calendar. Evaluation is the integral part of teaching learning process. Time to time, staff meetings are conducted to review evaluation process in the college.

2.5.2 What are the major evaluation reforms of the university that the college has adopted and what are the reforms initiated by the college on its own?

The college is affiliated to S.V. University, Tirupati. The university has initiated various evaluation reforms viz.,

1. Introduction of internal assessment system.
2. Introduction of O.M.R Answer Sheets.

3. Introduction of table marking and evaluation through secret roll nos. so as to make each evaluation process more transparent.

The college has adopted various university reforms concerning evaluation viz.

- Uniform pattern of question papers is used in house examination.
- Internal assessment is awarded to the students as per the university criteria.
- Class tests and unit tests are conducted to evaluate the performance of students.
- Student centric learning through assignments, projects, seminars and practical sessions.

2.5.3 How does the college ensure effective implementation of the evaluation reforms of the university and those initiated by the college on its own?

The evaluation reforms of the university are followed in the best of the spirit. All records are maintained regarding answer sheets, award lists etc. The results of the students' performance/awards are shown to the students to encourage them or counsel them for better future performance.

2.5.4 Provide details on the formative and summative evaluation approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system?

University is the sole authority for implementation of reforms in examination and evaluation, the college adopts both formative and summative methods of evaluation. Formative approach to evaluation includes measuring the student's achievement through verbal tests, group discussions, seminars and weekly test. The summative evaluation is done during terminal tests. All faculty members follow the formative approach to measure students' achievements & performance through 1) group discussions 2) class tests 3) verbal tests and 4) assignments.

For summative approach terminal tests are conducted in the college.

2.5.5 Enumerate on how the college monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the student's results / achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes /courses offered.

The college evaluates the students through terminal tests. The report is sent to the head of college after evaluating in a fair and secret manner. The record of the whole evaluation process is transparent. The answer books are shown to the students for self evaluation. A pre-final exam is also conducted in the month of February for students.

2.5.6 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.

Regarding the internal assessment, the criterion adopted is as directed by the University. After preparing the assessment report, it is submitted by the teacher concerned and the same is displayed on the notice board at the end of the session. The internal assessment is made by the faculty members keeping in mind the following aspects / factors of students' performance during the academic year:

- 1) Class attendance
- 2) Class assignments
- 3) Score in the term examination etc.

Besides the above aspects of the students, their behavioral aspects, independent learning and communication skill etc. are also taken into consideration during the assessing of a student.

2.5.7 Does the college and individual lecturers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

The college uses both assessment and evaluation as an indicator for evaluating students' performance. The students who excel in the academics, extracurricular or extra mural activities are given due advantage in assessment. General classroom behavior of the students is also kept in mind when evaluation of a student is undertaken.

2.5.8 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

The examinations are conducted and controlled by university. The college has to follow the instructions of the university. If students have any problem, the principal of the college communicates to the authority concerned (Controller of Exams or other offices of the university) about the grievances of the students. All grievances regarding evaluation, including the internal assessment marks awarded for the students, are redressed by the Examination Board. There is a provision for re-evaluation. By paying the prescribed fee reevaluation of the answer scripts can be sought.

2.6 Students Performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If yes, give detail on how the students and staff are made aware of these?

The institute's approach to the learning outcome assessment is defined clearly. Faculty is best suited to determine the intended educational outcomes of their academic programme and activities, How to assess these outcomes and how to use the results for programme development and improvement is part of student evaluation. The results of Outcome Assessment are used to evaluate the effectiveness of academic programme and activities, and student services, but not the performance of individual faculty or staff. Faculty use the information collected to develop and improve academic programme.

2.6.2 How are the Teaching, Learning and Assessment Strategies of the College structured to facilitate the achievement of the intended learning outcomes?

The Institute aims to help students to reach their potential through the provision of a supportive, vibrant and challenging learning environment. All the staff is involved in the construction of this learning environment. All students are valued equally during their learning journey with institute. Accordingly, the curriculum, teaching and learning and assessment at college are student centric. The College has formulated academic committees that aim at enhancing the quality of learning, teaching and assessment across the institute by providing academic leadership for the continued development of excellence in academic practice. The College is committed in creating an environment where students are supported to achieve their potential and working towards creating an inclusive learning community. Students are active partners with shared responsibilities for their own learning and achievement. This strategy recognizes the need to develop progressively self directed and confident learners with the knowledge, skills, attitudes and values, which enhance their employability and progression opportunities.

2.6.3 What are the measures/initiatives taken up by the college to enhance the social and economic relevance (quality jobs, entrepreneurship innovation and research aptitude) of the courses offered?

The courses run by college have both social and economic relevance. College understands its responsibility in the socio-economic parameters. The college at the time of the admission provides counseling regarding the choice of options the students wish to opt. They are guided regarding the future prospects of various options. Further they are sensitized on the societal responsibilities through guest lectures. Students are encouraged to participate in activities for social and community service. The College has made dedicated efforts to impart quality education and generate new knowledge through development activities.

2.6.4 How does the institute collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?

College has specified procedure to collect and analyze data on student learning outcome; the following points are adopted by the institute in this context:

- Midterm and continuous evaluation comprising monthly internal tests, assignments, term papers and seminar presentations.
- Seminar presentation by students.
- Annual system of examination for all courses.

Institute has taken following steps to overcome barriers:

- Delimiting the length of the answers in order to promote to the point writings.
- Providing study material of various subjects to the students.
- By showing answer books to students to make them understand their relative strengths and weaknesses.
- Minimum attendance limit for students to minimize absenteeism.
- Remedial classes and extra classes for weak students to solve their problems.

2.6.5 How does college monitor and ensure the achievement of learning outcomes?

The college has a clearly defined, set mechanism to monitor the learning outcomes. Attendance is compulsorily taken for every lecture. Laboratory hours are fixed, the monthly tests and assignments are corrected within a short duration and the marks are entered in internal marks register, which acts as a ready reckoner for the academic progress of the students. Based on the participation in the class and the marks scored in the monthly tests and assignments, the student level is judged by the staff member and appropriate action is taken duly intimating the students about their performance. At the end of each periodical test, progress reports which consist of unit test results and attendance status are submitted to the principal for further action.

Counseling is given to slow learners. Parents of such students are called to meet their respective faculty member, if required. As the entire lab courses are continuously assessed, students who lag in these courses are given additional help and guidance. They are also given additional lab practice.

The faculty members are encouraged to conduct surprise tests, quiz, debate, group discussion, etc. to monitor the academic progress of each student.

As a result of the above measures the student.....

- Have become regular to classes to studies.
- Have learnt to overcome their backlogs.
- Have acquainted themselves well with lab practices.
- Have got chance for self evaluation on seeing their progress reports.

2.6.6 What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

The College aspires to have a transformational impact on students through comprehensive education by inculcating qualities of competence, confidence and excellence. The college has specified its graduate attributes clearly. At the first place,

- The college aims to make its students employable.
- The college endeavors that its students should become valuable global citizens.
- To make the students academically sound enough, so that they are able to stare in the eyes of the competitive world.

The college ensures that by the time the student finishes his/her education in the college, he/she attains all these specified attributes. The faculty members of the college work rigorously throughout the academic year to enable the students imbibe the valuable lessons by way of seminars, moral lectures, presentations and field work. The faculty sensitizes students towards inclusive social concerns, human rights, gender and environmental issues to make them sensitive, sensible, useful and conscientious global citizens.

CRITERION III

RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

Institute does not have any University approved research center/s of the affiliating University or any other agency/organization. The college offers only UG level courses and there is no research centre.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

The institute does not have a research committee to monitor and address the issue of research, since there is no research centre here.

Impact of the Recommendations of Research Committee:-

The issue does not arise.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

Institute encourages students and faculty to involve in research activities. If any project is sanctioned by UGC then full support is provided to the principal investigator to implement the research scheme within the time frame work. To create the zeal among students and teachers, college has procured latest equipments, updated the library facility and subscribed for the research journals. Currently there is no research project as such being implemented.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

The institute motivates the students for higher education: the staffs are always on their choice when it comes to encouraging the students to join higher education for research. To develop scientific temper and aptitude, the institution organizes University tours for final year students of all departments to interact with the research scholars of the University campus.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

Some of the faculty members are involved in research activity. Dr. P.Munikrisnaiah, Lecturer in Physical Education has got the Ph.D.from University,

Dr. B. Sakunthala, Part-Time Lecturer in Commerce has got the Ph.D. from S.V.University, Tirupati. Regarding students' research, as this is only a college offering undergraduate courses, there is no scope for student research. However, they are motivated in a proper direction, depending upon their interest to pursue research after completing post graduation.

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

Following seminars/ Lectures were organized by the various departments.

- ❖ Department of Political Science organized a guest lecture, Seminar like Population Studies during the year 2012-13 and a Seminar on Human Rights Day was also conducted.
- ❖ Department of History organized a guest lecture, Seminar like Importance of Andra Formation Day during the year 2012-13 and Seminar on the Jayanthi of Nethaji Subhash Chandra Bose.
- ❖ Department of Economics and Physics, both were organized a Quiz Programme during the year 2012-13.
- ❖ Seminar on “Women Empowerment – Health and Hygiene”, “English Grammar”, “Sensitization programme student centered teaching” was organized by the Department of English.
- ❖ Department of Commerce organized a seminar on the topic “Personality Development” during session 2012-13.
- ❖ Department of Chemistry organized a seminar on the topic “Usage of Drugs”, during session 2012-13.
- ❖ Department of Mathematics organized a seminar on 22nd December 2012, “Mathematical day” on occasion of Ramanujam birthday.
- ❖ Department of Commerce organized Guest Lecture Programmes on E-commerce, new trends in Banking, Financial Analysis and interpretation principles and importance of Management, Rectification of Errors.

These seminars enable students cultivate a zeal for research work. The knowledge forms of basis for their future research activities. Details of programmes organized by the college.

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

We do not have research centre in our college, but some faculty members have submitted proposals for minor research projects.

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

As stated earlier the college is not having a registered research centre of the affiliating university. Despite its unavailability of a research centre, the faculty keeps on inviting experts on various subjects to deliver guest lectures to the students.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

This issue does not arise

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness /advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

As the college is located in hilly area were some many Herbal Medicinal Plants are available, One student of department of Commerce V. Doctor Babu, find out the herbal plants and sometimes he prepared and gives Herbal medicines to staff, Students and the public in rural areas.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

There is no specific allocation of budget for research.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

There is no such provision to provide seed money to the faculty for research.

3.2.3 What are the financial provisions made available to support student research projects by students?

There are no such financial provisions to support student study projects. Students have been adopting self financing for their own study projects. Some time staff also provides financial assistance to students for their study projects.

3.2.4 How do the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

The institute has been conducting basic degree program and in these degree programs there is no provision for research work.

Since Environment Science and Computer Science are the top priorities of the global science, more emphasis is given on interaction amongst the students so as to generate a common thinking from every angle, for interdisciplinary research. The Course of Environment Science designed by the university is taken up by all the students up to degree level and its altogether impact on the society draws more attention on these issues.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

Right now there are no research facilities or equipment. However, the college encourages/ motivates the staff and students to take a forward step to pursue research in their relevant field in future.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

NO

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisations. Provide details of ongoing and completed projects and grants received during the last four years.

This issue does not arise

3.3 Infrastructure for Research

3.3.1 What are the research facilities available to the students and research scholars within the campus?

As mentioned earlier, we are an under graduate college and curriculum of the courses available in the college does not carry any research component, hence no research scholar is enrolled.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

This issue does not arise

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments/ facilities created during the last four years.

NO

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

NIL

3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

Our College has a library consisting 2319 books. These are for the UG students. Most of these books are purchased text books and UG syllabus related books for higher studies are to be procured in future. However the books available present suit the needs of UG study.

3.3.6 What are the collaborative researches facilities developed / created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.

In the college campus the following infrastructure exists which can be utilized for teaching but not for research work:

- Laboratories
- Library
- Computers
- Instruments

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

- ❖ Patents obtained and filed (process and product)

NIL

- ❖ Original research contributing to product improvement

| Name of the Lecturer | Designation | Publications/Awards |
|----------------------|----------------------|---------------------|
| Sri. P. Venkatesan | Lecturer in Telugu | NIL |
| Smt. A. Devaki | Lecturer in Commerce | NIL |
| | | |

- ❖ **Research studies or surveys benefiting the community or improving the service.**

NIL

- ❖ **Research inputs contributing to new initiatives and social development.**

NIL

3.4.2 Does the Institute publish or partner in publication of research journal(s)?

If 'yes', indicate the composition of the editorial board, publication

| S.NO. | Name & Department | No of Publications | Area | Book/ Journal | Year |
|-------|---------------------------------------|--------------------|------|---------------|------|
| 1. | Sri. P. Venkatesan Dept. of Telugu | Nil | Nil | Nil | Nil |
| 2. | Smt. A. Devaki Dept. of Commerce | Nil | Nil | Nil | Nil |
| 3 | | | | | |

policies and whether such publication is listed in any international database?

NO

3.4.3 Give details of publications by the faculty and students:

List of Articles Published By Dr. B. Sakunthala, PTL in Commerce.

| S.No. | Title of the Paper | Vol. Month & Year | Name of the Journal and Place |
|-------|--------------------------------|----------------------------|-------------------------------|
| 1 | Perceptions of Customers on e- | Pages No. 15 to 20, July & | Public Opinion |

| | | | |
|---|---|---|---------------------------|
| | Banking | 2012 | Survey, New Delhi |
| 2 | e-payment and settlement systems in Indian Bank's | Vol. XXVI, No. 22 to 27, & 5 th May 2013 | Banking Finance, Calcutta |

3.4.5 Provide details (if any) of * research awards received by the faculty

Information already given in 3.4.1

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute industry interface?

We have Jawahar Knowledge Center in our college. In JKC students provided with the training in communication Skills, analytical skills and computer skills. Placement Opportunities will be offered to the students trained in JKC through campus selections. Further, lecturers guide the students in the job fairs arranged in our college or the neighbouring colleges. The institute keeps in touch with the passed out students of the college who are presently working in the various companies. As per requirement, biodata of the eligible students is also mailed to different companies by the College.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

Several staff members regularly consult various local – Governmental, Non-Governmental and Private agencies. They provide consultancy in their respective subjects without collecting any charges. The Consultancy is provided by the college faculty only on the gratuitous basis and no revenue is generated from the same. As part of extension programmes subject experts (Mainly of English and Mathematics) are sent to the neighbouring government colleges and are made to give lectures on specialized areas drawing the attention of the surrounding private engineering colleges to engage their services in their respective instructions.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The institute makes every effort to encourage the staff for utilization of all human resources intellect and available facility in the college. The college motivates the professionally qualified to utilize their expertise for consultancy services with the permission of the Institute.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

The Consultancy is provided by the college faculty only on the gratuitous basis and no revenue is generated from the same.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

As stated in the previous point 3.5.4, the Consultancy is provided by the college faculty only on the gratuitous basis and no revenue is generated from the same.

3.6 Institutional Social Responsibility (ISR) and Extension Activities

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The college provides knowledge and quality based education to the students by inculcating moral values. It aims to pursue excellence towards creating manpower with high degree of intellectual, professional and cultural development to meet the national and global challenges. These include:

- ❖ RRC organized Blood Donation camps, AIDS sensitization programmes, AIDS rally, Sensitisation on Civic Sense.
- ❖ Involvement of the faculty, student and also neighbouring institutes for raising various charity activities and relief funds during natural calamities.
- ❖ The college conducting flag hoisting at national festival.
- ❖ Organizing NSS camps with the assistance of NSS department of S.V.University, Tirupati.
- ❖ Under Health & hygiene Programme of the institute, cleaning and sanitizing around the college, local schools and neighboring villages.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

The institute is committed to attract students for participating in various social activities by ensuring consistent encouragement and motivation.

- ❖ `Motivating the rural public for 100% literacy
- ❖ Van Mahotsav/Environment Awareness campaign is conducted by NSS, with the help of local Forest Department.
- ❖ Need-based extension activities are conducted through NSS
- ❖ Health check-up camps are organized for locals.
- ❖ Making the common and uneducated public realize the importance of voting in election.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The goals and objectives of the College are prominently displayed in the Information Bulletin given to the students at the time of admission. The College web site provides adequate space to these goals. They find place in all the offices of the college, library and other sections of the college. Immediately after admission the students are made aware of these goals and objectives.

Students:

- ❖ The opinions and needs of students are given voice.
- ❖ One meritorious student of each class is nominated as Representative. He/She communicates students' requirements and problems to the respective teacher/ head of department / Principal.
- ❖ Students Union/Disciplinary committee is formed.
- ❖ Students have the freedom to approach the Principal for counselling and constructive purposes during working hours without prior appointment.

Parents:

- ❖ Lecturers/Head of department/Principal interact with the parents/guardians frequently.
- ❖ They are informed about their ward's academic performance and attendance records through meetings, letters and phone calls.
- ❖ Opinion of parents is considered and valued with respect to various aspects such as planning of industrial visits, cultural programmes etc.
- ❖ Parents of students are allowed to meet the teachers, Coordinators and Principal on any day of the week at any time to make any suggestions or complaints.

Staff:

- Regular staff meetings are held to keep the staff updated about the changes and developments of the College.
- Most of the decisions are taken only after consultation with the staff during staff meeting.

Alumni:

- An Alumni Association is constituted with a Lecturer as the in-Charge. The association organizes meetings and has regular formal and informal interactions wherein any alumnus is free to give his/her suggestions.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

Since the college had not been recognized and 2F and 12B till very recent times, no extension programmes could be arranged due to lack of financial assistance.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

The college undertakes wide spread cross-curricular enrichment activities through NSS and other forms of community development activities. The NSS Unit of the college takes up service activities regularly and a special camp in every academic year. At present there is no NCC Unit functioning in the college.

3.6.6. Give detail on social surveys, research or extension work (If any) undertaking by college to ensure social justice and empower students from underprivileged and vulnerable sections of society?

The institute has made a conscious effort to promote social justice as a value in learning process and administrative interactions. The institution sincerely practices state social affirmative schemes introduced by the government for the upliftment of higher education to under-privileged communities. The college NSS unit has been organizing pulse polio Sundays occasionally in the neighbouring villages.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they implement student's academic learning experience and specified the values and skill inculcated.

Objectives:

Extension activities conducted by the institute always imbibe academic learning experience, values and skills not only in students but in faculty too. These activities refresh the environment of the institute as well. The strength of this college is its ability to ensure holistic development of students to make them enlightened citizens. The college is an 'equal opportunity' institution established to provide knowledge and quality education to all sections of the society. It aims to maintain modern outlook with contemporary developments without compromising moral values. Its primary objective is to provide knowledge and quality based education to the students by inculcating moral value. It aims to pursue excellence towards creating manpower with high degree of intellectual and cultural development to meet the national and global challenges.

Outcome:

The results of the participation in the various socially relevant activities have resulted in inculcating the feeling of being socially awakened citizens in the students. The students who have been a part of this process have

been spreading awareness in the institution and motivating other students as well to stand tall for the cause of social upliftment.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiative of the institution that encourages community participation in its activities?

The institution is roping in communities to actively participate in all the extension activities. This has contributed to both community- institution networking and development of institutions.

- The local villagers are initially consulted and the youth of the villagers are made to involve in all the NSS activities.
- Extensive local participations are witnessed during tree plantation, blood donation etc. The alumni association is also involved in all these extension activities.
- The institution has taken the initiative to make aware the society about social and health problems like dowry system, environment protection, consumer protection awareness, anti corruption, HIV awareness, anti tobacco and cleanliness awareness, sanitation etc.
- Time to time survey is conducted to check the feedback and improvement in society. Individual discussions and group discussions are made to discuss and solve these problems.

3.6.9 Give details on the constructive relationship forged (if any) with other institutions of the locality for working on the various outreach and extension activities?

The institution has constructive relationships with other institutions of the locality. The blood donation camp is organized with the help of reputed hospitals like, Red Cross Society, Govt. Primary Health Centre's etc.

The NSS unit of this college coordinates all its activities under the norms of the University. The unit organizes tree plantation, village cleanliness, awareness activities like, Environment Pollution, Effects of pesticides on human life etc.

3.6.10 Give details of awards received by the institution for extension activities and /contribution to the social /community development during the last four years.

Many NSS participants have been awarded medals, certificates and cash award for their good performance in extension activities by the university and state government.

3.7 Collaborations:

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

As has been stated earlier, the college has been running only UG courses since its inception. Hence the research activities at the students' level are not undertaken because the research is not a part of the curriculum.

3.7.2 Provide details on the MOUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

The departments in the college have MOUs with the neighbouring colleges, parent University and other industries in the neighbourhood with the intent of frequent visits by our students to have awareness over the informative and productive aspects regarding the academic and career aspects and thus contributed to the development of the institution.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

Interaction with eminent personalities from various reputed universities and industries is very useful for the creation of establishing better academic facilities for staff and students. The college although enjoy limited MoUs, the labs are being upgraded for the upkeep of latest electronic equipments, computers etc., with the budget allocation by the government time to time every year.

3.7.4 Highlighting the names of eminent scientists/participants, who contributed to the events, provides details of national and international conferences organized by the college during the last four years.

NIL

3.7.5 How many of the linkages/collaborations have actually resulted in formal MOUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –

- a) Curriculum development/enrichment
- b) Internship/ On-the-job training
- c) Summer placement
- d) Faculty exchange and professional development
- e) Research
- f) Consultancy
- g) Extension
- h) Publication
- i) Student Placement
- j) Twinning programmes
- k) Introduction of new courses
- l) Student exchange
- m) Any other

The college has been running only UG level for a long time. Hence the research activities at the students' level are not undertaken because the research is not a part of the curriculum. And this is the major reason why the

college has not been involved in the signing of any MOUs or formal agreements that could help facilitate any of the above mentioned requirements.

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

Not Applicable.

CRITERION IV

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the College for creation and enhancement of infrastructure that facilitate effective teaching and learning?

POLICY FOR CREATION & ENHANCEMENT

In order to create and enhance the infrastructure that facilitates effective teaching and learning, the policy is framed according to the strength of students in different streams. The policy also conforms to the strength of the lecturers appointed for the College. With the increase in strength, as per requirement, the College approaches CCE, Hyderabad for sanction of additional posts. The college committee actively offers helps as and when any infrastructural change is required. The infrastructural enhancement is liberally funded on need base and on the availability of the funds in the college.

4.1.2 Detail the facilities available for

a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

Right now the College is endowed with minimum physical infrastructural facilities to support the teaching-learning process. The main campus is spread over 5.49 acres of land. A master plan has been prepared for the campus. Almost all the Departments have separate rooms. Our College does not have spacious seminar/conference halls, but classrooms, laboratories,

chambers for the faculty and discussion room to facilitate the academic programme are available suitable to the present student strength.

The College does not have a separate floor for administration. The Library, consist of **2319** books and the College has an out-door Sports Ground for sports activities and a Health Center run with the help of the local Primary Health Centre helps to meet the diagnostic and medical treatment of students and staff. The College also has two Computer Labs. The infrastructure involves spacious class rooms, proper lighting and ventilation, seating arrangement with proper visibility for both students and lecturers. But, the college does not have auditorium facility. Also there is no hostel facility for girls & boys still the government sanctions scholarships to the students belonging to socially and economically backward classes.

(A) For curricular and co-curricular activities:

i) Class rooms:

Our college has 10 spacious class rooms with proper light arrangement, ventilation and Dias.

ii) Technology Enabled learning facility:

The college has ICT Classrooms where the provision of LCD Projectors and internet access is given. The college Computer Department consisting of a computer lab is situated in the first floor.

iii) Seminar Hall:

Right now the College does not have a seminar hall.

iv) Laboratories:

The College has two Science labs. One is Physics lab and the other one is Chemistry lab.

vi) Botanical Garden/Animal house:

Our College does not have Animal house and Botanical Garden.

vii) Specialized Facilities and equipments available for teaching, learning and research:

In our college at present the student strength is very less in number i.e. 290 only, and our college is still in a building stage. There are two labs One Computer Lab and One English Language lab with 60 (Systems each) which are fairly sufficient for the students and staff to improve their teaching learning process.

4.1.2 (B) Extra-curricular activities:

Sports:-

The college has always been creating positive motivation in the fields of sports and games. The college has since long times been participating in various inter university, University and DRC level tournaments. Many old students of our college are working as PET's, in government as well as private schools.

Outdoor Games:

A spacious 2 acre play ground is available for outdoor games i.e. cricket, athletics, Kabaddi, Kho-Kho etc. in college campus. But there is no compound wall.

Indoor Games, Gymnasium and Auditorium:

NIL

NSS:

College has NSS unit of 105 students. Various socially relevant services are provided by NSS students like blood donation camps, Aids Awareness programme, Pulse Polio, Health Awareness, Plantation and Gardening work, as well as involvement in Clean and Green programmes.

Cultural Activities:

The college has been motivating students in the fields of extra-curricular, extra mural and Cultural activities. The college has been regularly participating in the zonal and inters zonal youth festivals. The students have been participating with full fervour and zeal in all activities, academic, theatrical, fine arts or musical.

Public speaking communication skills development: NIL

Yoga:

Dr. M. Subramanyam, Principal is having Diploma Certificate in Yoga. Dr. B. Sakunthala, Parttime Lecturer in Commerce has completed pre-teacher training course in Yoga. Both of them are frequently taking classes for the students.

Health and Hygiene:

In addition to above mentioned activities, our College has a very special concern for the health and hygiene of the college students, staff and other members. The college specially takes care of the health and hygiene of the students and staff. For this the college keeps on organizing health check up camps with the help of local Doctors. Proper arrangement of drinking water is available in the college campus at one place (R.O.). A first aid provision is also made. The College has a tie up with the local hospitals in emergency needs. Our NSS unit is also very active in holding pulse polio and blood donation camp. The volunteers willingly stand tall for the noble cause and help the society to eradicate the problem of polio.

4.1.3 How does the College plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the College/ campus and indicate the existing physical infrastructure and the future planned expansions if any).

The college was started in the year of 1995, when it did not have its own buildings. The college was located at high school and junior college buildings at that time. Later the college was shifted to its own building on 23-01-2009. The newly constructed building value is Rs. 1, 09, 25000/- and the blue print is attached.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The institute ensures that infrastructure facilities meet the requirement of the students with physical disabilities. For differently-abled students, it is ensured to them that they don't have any physical inability. The College is committed to accommodate them on the ground-floor, especially with front-seating arrangement. The students are given extra attention during the college terminal examinations as well as the final examinations. They are helped by providing the seats on the ground floor.

4.1.5 Give details on the residential facility and various provisions available within them:

- Computer facility including access to internet in hostel
- Facilities for medical emergencies
- Library facility in the hostels
- Internet and Wi-Fi facility
- Recreational facility-common room with audio-visual equipments
- Available residential facility for the staff and occupancy
Constant supply of safe drinking water
- Security

NIL

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

There is health centre in the college Dr. M. Nagalakshmi, M.B.B.S. is the Medical Advisor apart from this the college arranges proper medical centre.

4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

The college has clearly marked space for the common facilities available on the campus. These facilities include Grievance Redressal cell, Women Cell, Counseling and Career Guidance cell, Health Centre, Canteen, safe drinking water available for staff and students. Though separate rooms are not available for these provision is made to meet these needs.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

The College has a very effective and efficient Advisory Committee. The composition of the Library Advisory Committee is as under:

Sri. P. Venkatesan, Lecturer in Telugu,
Mrs. A. Devaki, Lecturer in Commerce
Dr.P. Munikrishnaiah, Lecturer in Physical Education
and
Two Students

The advisory committee discusses and finalizes the infrastructural and academic requirement of the library and chalks out the strategy regarding the functioning of the library so that the facility can be utilized to the maximum extent by the staff and the students. They also advise the Principal for the purchase of books and journals. For students reading room, the Advisory Committee gives advice for maintenance. News papers are provided in the library for reading current news. On the advice of the advisory committee lay out of the library has been changed.

4.2.2 Provide details of the following:

- * Total area of the library (in Sq. Mts.)
- * Total seating capacity
- * Working hours (on working days, on holidays, before examination days, during examination days, during vacation)
- * Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

We do not have librarian as well as separate library building / Block.

| S.No | Details of the Library | Comments (if any) |
|------|---|----------------------------------|
| 1 | Total Area of the Library | 625 Sq. Feet. |
| 2 | Total Seating Capacity | 40 |
| 3 | Working Hours (Daily) | As per the college working hours |
| 4 | Before Examination Days | |
| 5 | During Examination Days | |
| 6 | Vacations | closed |
| 7 | National Holidays & Holidays as per S.V.U. Calendar | closed |
| 8 | Layout of the Library | |

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

The principal of the college circulates a notice and requisitions inviting the list of books needed from all the head of departments. Every department of the college is asked to submit the lists of books, to be purchased with reference to new syllabi and current needs of the students. The lists are forwarded to the librarian in charge. A purchase committee is constituted. The members of the committee look after the purchase of books by inviting quotations from different sellers. In the recent years the college did not purchase any books, due to lack of funds.

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- OPAC
- Electronic Resource College committee package for e-journals
- Federated searching tools to search articles in multiple databases
- Library Website
- In-house/remote access to e-publications
- Library automation
- Total number of computers for public access
- Total numbers of printers for public access
- Internet band width/ speed □ 2mbps □ 10 mbps □ 1 gb (GB)
- Institutional Repository
- Content college committee system for e-learning
- Participation in Resource sharing networks/consortia (like Inflibnet)

Since this is a college located in a rural area and also that it has meager resources, for the time being none of the above is provided.

4.2.5 Provide details on the following items:

- ❖ Average number of walk-ins
- ❖ Average number of books issued/returned
- ❖ Ratio of library books to students enrolled
- ❖ Average number of books added during last three years
- ❖ Average number of login to opac (OPAC)
- ❖ Average number of login to e-resources
- ❖ Average number of e-resources downloaded/printed
- ❖ Number of information literacy trainings organized
- ❖ Details of “weeding out” of books and other materials

| | | |
|---|---|----------|
| 1 | Average number of walk-ins | 20 to 30 |
| 2 | Average number of books issued/returned | 15 to 30 |
| 3 | Ratio of library books to students enrolled | 5:1 |
| 4 | Average number of books added during last three years | NIL |
| 5 | Average number of login to OPAC | NIL |
| 6 | Average number of login to e-resources | NIL |
| 7 | Average number of e-resources downloaded/printed | NIL |
| 8 | Number of information literacy trainings organized | NIL |
| 9 | Details of “weeding out” of books and other materials | NIL |

4.2.6 Give details of the specialized services provided by the library

- * Manuscripts
- * Reference
- * Reprography
- * ILL (Inter Library Loan Service)
- * Information deployment and notification (Information Deployment and Notification)
- * Download
- * Printing
- * Reading list/ Bibliography compilation
- * In-house/remote access to e-resources
- * User Orientation and awareness
- * Assistance in searching Databases
- * INFLIBNET/IUC facilities

| | | |
|----|---|-----|
| 1 | Manuscripts | NIL |
| 2 | Reference | YES |
| 3 | Reprography | NIL |
| 4 | ILL (Inter Library Loan Service) | NO |
| 5 | Information deployment and notification (Information Deployment and Notification) | NO |
| 6 | Download | NIL |
| 7 | Printing | NIL |
| 8 | Reading list/ Bibliography compilation | YES |
| 9 | In-house/remote access to e-resources | NIL |
| 10 | User Orientation and awareness | YES |
| 11 | Assistance in searching Databases | YES |
| 12 | INFLIBNET | NO |

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

We do not have Librarian, but one of the faculty acts as in-charge librarian. He is accessible to help students and teachers in finding and lending the books. The students are helped by the in-charge librarian to access the books they desire to refer or borrow.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

Our library does not have a separate section for such students. However, the section in charge helps the students and the physically challenged students are given top priority for issuing the books.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

No. Since there is no regular librarian, this provision is not made possible.

4.3 IT INFRASTRUCTURE

4.3.1. Give details on the computing facility available (hardware and software) at the Institution.

- ❖ Number of computers with Configuration (provide actual number
- ❖ with exact configuration of each available system)
- ❖ Computer-student ratio
- ❖ Stand alone facility
- ❖ LAN facility
- ❖ Licensed software
- ❖ Number of nodes/ computers with Internet facility
- ❖ Any other

| | | |
|---|--|-----|
| 1 | Number of computers with Configuration (provide actual number with exact configuration of each available system) | 60 |
| 2 | Computer-student ratio | 1:3 |
| 3 | Stand alone facility 10 PCs | -- |
| 4 | LAN facility | YES |
| 5 | Licensed software | YES |
| 6 | Number of nodes/ computers with Internet facility | 04 |

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

At present only two computer labs are established and department wise provision is not made. Two systems with internet connection are provided in the college office for official use.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The institute in the near future is optimistic as far as the infrastructural up-gradation is concerned. The college intends to upgrade the PCs with latest configuration available in the market. Non working computer hardware components are used as models for demonstration in the classes.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the Institution (Year wise for last four years)

Budget allocation is made by the state government for different purposes from which only maintenance is met with.

4.3.5 How does the Institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

The college has minimum computer facility for its faculty. Faculty members are provided with computers with internet browsing facility and LCD projector, available in the labs for preparation of teaching/learning materials for their respective subjects.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

The College has always been placing the students at the centre of the teaching learning process. The vision and the mission of the College have always been to provide holistic knowledge to its students. Keeping the students' learning at the centre of everything, the college understands that the teachers have to be reoriented from time to time. The computer department organizes training sessions on the use of Internet for learning resources. Computer Labs and LCD are available to the faculty for computer aided teaching. The computer faculty is always available for any need based assistance in the use of ICT.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

The college does not avail the connectivity either through National Knowledge Network or through the affiliating University.

4.4 Maintenance of Campus Facilities

4.4.1 How does the Institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (Substantiate your statements by providing details of budget allocated during last four years)?

| | |
|----------|------------------|
| A | Building |
| B | Furniture |
| C | Equipment |
| D | Computers |
| E | Vehicles |
| F | Any other |

The college does not have reserve financial resources. The State Government allocates budget priority – wise every year. The utilization of the budget will be under the supervision and consent of the college planning and development committee. The details of the budget allocated and spent during the last two years are as under:

| Session | S.No | Infrastructure | Budget Allocated |
|---------|------|----------------|------------------|
| 2013-14 | A | Building | NIL |
| | B | Furniture | NIL |
| | C | Equipment | NIL |
| | D | Computers | 12.5 Lakhs |
| | E | Vehicles | NIL |
| | F | Any other | 1.2 Lakhs(OOE) |
| 2012-13 | A | Building | NIL |
| | B | Furniture | NIL |
| | C | Equipment | 1,00,000/- |
| | D | Computers | 10,00,000/- |
| | E | Vehicles | NIL |
| | F | Any other | 1,60,000/- (OOE) |
| 2011-12 | A | Building | NIL |
| | B | Furniture | 5,99,964/- |
| | C | Equipment | NIL |
| | D | Computers | NIL |
| | E | Vehicles | NIL |
| | F | Any other | 25,000/- (OOE) |
| 2010-11 | A | Building | 10.30 lakhs |
| | B | Furniture | NIL |
| | C | Equipment | 50,000/- |
| | D | Computers | NIL |
| | E | Vehicles | NIL |
| | F | Any other | 1,50,000/- (OOE) |

4.4.2 What are the Institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

The budget allocation by the State Government is utilized for maintenance and minor repairs of furniture and equipments. The science departments maintain their laboratories. Computers and electrical equipments are periodically served by using funds and man power. NSS volunteers along with the staff and other students help maintain the infrastructure of the college. Students utilize all the laboratories, class rooms, Library and play ground to the maximum extent.

4.3.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

Annual maintenance and repair of the infrastructure is taken care by the college in a systematic manner. Day to day maintenance is carried out by the sub-staff appointed for cleaning and maintenance of the building. The laboratory equipments are maintained through College Development Fund and annual grants received from the government. The computers and electronic devices are maintained and repaired to the tune of the funds available in the College.

4.3.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)? Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

The college has clear-cut mentioned places for the sensitive equipments like electricity, water purifiers, chemicals and scientific instruments. The laboratory staff keeps strict vigil regarding the maintenance and upkeep of the scientific instruments and Chemicals. Their repair or replacements are undertaken in their supervision.

CRITERION V

STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the Institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the Institution ensure its commitment and accountability?

The College publishes its updated college prospectus annually. The prospectus provides all the necessary information the students need to know. The college prospectus provides a complete profile of the college. The brochure consists of the admission schedule, the details of the college working days, the fee details and the rules and regulations which the students need to observe during their stay in the college. The handbook contains the list of the facilities being provided to the students. This contains the information regarding the list of teaching as well as the non teaching faculty. This helps the students know about the college staff. The same information, which is published in the college prospectus, is also updated on the college website www.gdcknagaram.org every year.

5.1.2 Specify the type, number and amount of Collegial scholarships / freships given to the students during the last four years and whether the financial aid was available and disbursed on time?

Academic Year 2013-14:

| Type of Scholarship | Fresh / Renewal | Number of Scholarship | Amount of Scholarship (in Rs.) |
|---------------------|-----------------|-----------------------|--------------------------------|
| SC | Fresh | 47 | 1,09,300/- |
| SC | Renewal | 65 | 1,36,650/- |
| ST | Fresh | 4 | 9,450/- |
| ST | Renewal | 11 | 20,550/- |

| | | | |
|-----|---------|----|----------|
| | | | |
| BC | Fresh | 15 | -- |
| BC | Renewal | 6 | 19,300/- |
| EBC | Fresh | -- | -- |
| EBC | Renewal | 1 | 3,900/- |

Academic Year 2012-13:

| Type of Scholarship | Fresh / Renewal | Number of Scholarship | Amount of Scholarship (in Rs.) |
|---------------------|-----------------|-----------------------|--------------------------------|
| SC | Fresh | 46 | 97,400/- |
| SC | Renewal | 91 | 1,90,900/- |
| ST | Fresh | 06 | 13,150/- |
| ST | Renewal | 10 | 20,550/- |
| BC | Fresh | 08 | 20,550/- |
| BC | Renewal | 15 | 40,050/- |
| EBC | Fresh | 06 | 15,200/- |
| EBC | Renewal | 04 | 11,500/- |

Academic Year 2011-12:

| Type of Scholarship | Fresh / Renewal | Number of Scholarship | Amount of Scholarship (in Rs.) |
|---------------------|-----------------|-----------------------|--------------------------------|
| SC | Fresh | 49 | 89,725/- |
| SC | Renewal | 108 | 2,40,865/- |
| ST | Fresh | 08 | 25,910/- |
| ST | Renewal | 09 | 7,065/- |
| BC | Fresh | 06 | 14,925/- |
| BC | Renewal | 29 | 1,29,560/- |
| EBC | Fresh | NIL | NIL |
| EBC | Renewal | 08 | 39,140/- |

Academic Year 2010-11:

| Type of Scholarship | Fresh / Renewal | Number of Scholarship | Amount of Scholarship (in Rs.) |
|---------------------|-----------------|-----------------------|--------------------------------|
| SC | Fresh | 71 | 1,82,659/- |
| SC | Renewal | 79 | 1,68,810/- |
| ST | Fresh | 07 | 8,295/- |

| | | | |
|-----|---------|----|------------|
| ST | Renewal | 07 | 13,710/- |
| BC | Fresh | 30 | 42,852/- |
| BC | Renewal | 30 | 1,28,556/- |
| EBC | Fresh | 08 | 25,104/- |
| EBC | Renewal | 13 | 67,704/- |

All the above, as when the released by the Government were disbursed on time.

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?

The college provides financial assistance to students, which is received from the State Govt. in the form of scholarships like SC welfare, ST welfare, BC welfare, EBC, Minority. More than 90% students in our college get benefit from these scholarships.

- ❖ Fee concession from the state government.
- ❖ SC/ST/EBC Scholarships from the state government
- ❖ Poor Boy's Aid fund (Provided from the Special Fee Fund)
- ❖ Endowment prizes for the meritorious students.
- ❖ Endowment scholarships instituted by the college staff and local philanthropists.

5.1.4 What are the specific support services/facilities available for

- Students from SC/ST, OBC and economically weaker sections
- Students with physical disabilities
- Overseas students
- Students to participate in various competitions/National and International
- Medical assistance to students: health centre, health insurance etc.
- Organizing coaching classes for competitive exams
- Skill development (spoken English, computer literacy, etc.,)
- Support for "slow learners"
- Publication of student magazines
- Exposures of students to other College of higher learning/ corporate/business house etc.

The College is committed to provide the students every possible help and support they need in their pursuit of education to become civilized and worthy citizens.

Students from SC/ST, OBC and economically weaker sections:

The students who belong to SC/ST, OBC and the economically weaker sections:

- ❖ They are identified at the time of admission itself. The college maintains a detailed record of the same.

- ❖ These students are provided every possible help during their stay in the college.
- ❖ Remedial classes for the improvement of SC/ST/BC and other backward castes.

Students with physical disabilities:

There is reservation for students belonging to differently-abled category or physically challenged students as per State Govt. rules:

- For differently-abled students, it is ensured that they don't have any physical obstruction.
- The College is committed to accommodate them on the ground-floor for their classes.
- They are provided seating arrangement in the front rows.
- The need of the help from the supporting staff, if required, is fulfilled on the request of physically challenged students.
- The students are paid special care during the college terminal examinations as well as the final examinations.
- Scribes are arranged for visually challenged persons.

Overseas students:

Overseas students are not enrolled in this college. Hence the support services to overseas students' donot arise.

Students to participate in various competitions/National and International/ Organizing coaching classes for competitive exams: NIL

Medical assistance to students: health centre, health insurance etc.:

Our College takes a special concern for the health center and hygiene of the college students, staff and other members:

- ❖ The college keeps on organizing check up camps by local doctors.
- ❖ Proper arrangement of drinking water is present on the college campus.
- ❖ First aid facility is also provided with the help of the local PHC for the treatment of sick.

Organising coaching classes for competitive exams:

- Every year, for the final year degree students, special coaching classes are engaged in English, Mathematics, Soft skills, Reasoning and General Knowledge to equip the students to appear for competitive examinations for jobs.
- After NAAC Accreditation, it is proposed to conduct special training programmes (STPs) with the help of UGC assistant.

Skill development (Spoken English, computer literacy, etc.)

- The college invites Guest speakers from the industry who provide information regarding regional and global employment opportunities for the students.
- Special classes are taken for communication skills taking into considerations the rural backgrounds of the students.
- The college offers 'Introduction to Computer' as one of the papers to non computer 2nd year students in the college.
- Add on courses like Diploma in Computer Applications are offered in the college.

Support for “slow learners”:

The students who are slow in their learning or if their grasping power is not up to the mark, the faculty members identify such students and conduct remedial classes in different subjects to enhance their skills and competence.

Publication of student magazines

Due to financial constraints no student magazines are published.

Exposure of students to other colleges of Higher learning / Corporate / Business House etc.:

- Students are properly guided by the faculty to pursue their studies.
- The students are given information about various colleges of higher learning enabling them plan their future studies.

5.1.5 Describe the efforts made by the Institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

The institute does not have a Placement Cell of its own. But Jawarhar Knowledge Centre is started in the college during 2014-15 Academic year by CCE initiative. Through JKC campus drives will be conducted, However till now, over the past years the college has helped scores of its students in finding better job opportunities and better enterprises to work in by providing them needy information through paper cutting. Our college staff encourages outgoing students to get better job opportunities like School Assistant teachers, Second Grade Teachers, Police selections and AP Public Service Commission etc.,

The college focuses on the following skills through regular coaching and practice classes:

- Leadership Skills
- Managerial Skills
- Communication Skills
- Public Speaking

➤ Team Building Skills

As a result of the above efforts so far not less than a dozen students have been selected as constable in the police departments seven students over past five years were selected for army services. Three girls and four boys of old batches are selected as School teachers another three girls and two boys are selected as physical education teachers. At present four of the old students are working as lecturers at +2 levels as contract lecturers.

5.1.6 Enumerate the policies and strategies of the Institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- * **Additional academic support, flexibility in examinations**
- * **Special dietary requirements, sports uniform and materials**
- * **Any other**

The College is committed to bring out talent skills and encourage students for participating in various extracurricular activities by ensuring consistent encouragement and motivation. Necessary facilities are provided. Sports and cultural committees supervise the extracurricular activities. The students who participate in the sports activities or other extracurricular and extra mural activities are provided with extra classes so that the time they have given in for the various activities can be compensated for.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIRNET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

Those students who are interested and willing to appear in various competitive examinations are helped by the lecturers in matter of study materials and counseling for achieving the goal. Since this is an under graduation course, student mostly prefer to compete for State Services and jobs in Banks.

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

The college conducts career counseling and guidance classes for the benefit of students. The entire teaching faculty is involved in this task. The students, right from seeking admission, are counseled in the choice making matters during the admission. The choice of the career and the doubts of the students are listened to very carefully and solutions to the problems are provided. The students who need psychological counseling or any type of social counseling are also attended to very carefully. The following services are made available for the students:

ACADEMIC & CAREER COUNSELING:

The students, at the time of the admission, are helped by the faculty present in choosing right stream. They are informed about the scope and nature of the various subjects that form the syllabus. They are given right kind of counseling which helps them shape their career.

PERSONAL & PSYCHO-SOCIAL COUNSELING:

The students during the course of their studies in the college come across various issues. They are, at times, too immature to handle the problems. The college provides them personal counseling. They can share their problems with the teachers. The teachers concerned are very supportive in guiding them fight their problems. The candidates at times come face to face with certain social issues or problems which tend to develop inferiority complex in them. The teachers make it sure that no such deterioration happens with the psycho social understanding of the students. They are counseled to become better human beings and advised to stand tall for the social cause. Especially discrimination between genders which create problem like eve-teasing is tackled with carefully through proper education.

5.1.9 Does the Institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

The college does not have a placement cell right now. But JKC provides career Guidance and placement opportunities for students. Apart from this all the staff does their due in providing needy information regarding career development and placement opportunities.

Information of Job Opportunities:

Students are informed regarding the vacancies offered by govt. and other agencies. Notices of different advertisement are displayed on the notice board. The students are provided important information regarding the vacancies made of application and preparation.

Preparation of Curriculum Vitae:

Students are properly trained to prepare their own C.Vs for future needs. In fact preparation of C.V is a part of the syllabus in English, Commerce for all the students.

Discussion of Exam Module & Preparation of the Exam:

The college organizes lectures on the mode of university examinations. A thorough discussion takes place on the exam module. The students are informed regarding the syllabus, the pattern and the ways of attempting the paper.

Follow up:

After discussing exam module follow up action is taken up in the form of conduct of periodical tests, assignments and half-yearly and pre-final examinations. Their performance is assessed and informed for due improvement.

G.Ds/Interviews:

The college organizes sessions of Group Discussions and mock interviews for the candidates, preferable those who are in the final year. The drilling exercise takes place till the candidate is totally confident regarding his performance for the real interviews.

Campus Placement:

The college is not conducting campus placements, as it is a small college with limited human and other resources. However for the past two years Job Melas were organized for small jobs. Apart from this the faculty motivates the students to attend campus placements in other neighboring colleges.

5.1.10 Does the Institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

The college has a grievances redressal cell headed by the principal and also supported by the other faculty members. Students are free to share their grievances with the class teachers and the principal. Necessary action is taken after the issues are discussed by the principal with the help of concerned lecturers and solutions are made.

Some of the main Grievances redressed:

- ❖ Internet facility was provided in the college.
- ❖ Water purifier was installed at the staff room.
- ❖ Dust bins are placed in convenient places on campus.
- ❖ Sanction was maintained in the Toilets for Staff and students.

5.1.11 What are the Institutional provisions for resolving issues pertaining to sexual harassment?

In our college a women lecturer is available to listen to the problems of the girl students. Women lecturers take all necessary measures to ensure the safety and security of the female students. Fortunately till now no cases of sexual harassment have been reported in the college proper / counseling at the

time of admission, continuous vigilance of college staff and strict punishment provisions stipulated prevent sexual harassment of women students.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

The college has set up an Anti-Ragging Committee in this direction. It comprises the Head of the College and all the Head of Departments. Faculty members, assigned to check the students, make surprise visits and maintain a diary of his/her interaction with the fresher's. Fortunately till now, no incident of ragging of any kind has been reported in the college.

5.1.13 Enumerate the welfare schemes made available to students by the College.

The College is working towards ensuring social justice through various students' welfare schemes. The induction program clearly presents the welfare schemes available to the students. The following welfare schemes are made available to the students:

SCHOLARSHIPS & FREESHIPS:

Details about the scholarships to SC, ST, BC, EBC & Minority students are displayed on the notice board of the College. The class teacher guides the students to be the beneficiaries of the various welfare schemes. Scholarships received from state government are made available to the students through Social Welfare, Tribal Welfare and Backward Welfare Departments.

BANK SERVICES:

In collaboration with the State Bank of India, Puttur, and Indian Bank, Karvetinagaram, The College assists all the students in opening an account with zero deposit. All kinds of scholarships are credited directly to their bank accounts. It empowers students to transact through the bank in the globalized world. It is helpful for them and also avoids misappropriation of the funds.

COUNSELING & PLACEMENT SERVICE:

At present no such service is officially provided.

HEALTH SERVICES:

A health centre in the College takes care of the basic health problems of the students. The college has also tie-ups with the local hospitals in need of any emergency.

SUBSIDIZED CANTEEN:

Since the college is not a residential type college, there is no canteen on the campus. Moreover, as most of the students hail from poor families' canteen services are unaffordable and unnecessary for them.

GRIEVANCE REDRESSAL CELL:

As already mentioned in 5.1.10, the Grievance Redressal Cell actively interacts with the students to help them sort out their grievances.

WOMEN CELL:

The Women Cell founded in the college sensitizes the students to develop a healthy relationship with the opposite gender. It acts rigorously to check the transgressions of the code of conduct by the students. This cell creates an awareness of the socio-cultural, political and biological complexities of the issue. It enhances the understanding between the genders.

5.1.14 Does the Institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for Institutional, academic and infrastructure development?

The College has an Alumni Association which is active. It is always available for any help.

Activities of the Alumni Association:

- To conduct regular Old students meets and get-togethers in the college.
- To plan for the development of the college through their share of contribution.
- To explore, through number of alumni members discussed, the possibilities for exchange of knowledge, technology and other advanced learning tools for the benefit of the present students.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlights the trends observed.

| Student progression | % age |
|---|---|
| UG to PG | Yearly 3 to 5 persons |
| PG to M.Phil. | Nil |
| PG to Ph.D. | Nil |
| Employed | |
| <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment | 2014-2015 3 Students are selected campus recruitment through JKC |

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same College and that of the Colleges of the affiliating university within the city/district.

| S.No. | Classes | College Result 2011 % | College Result 2012 % | College Result 2013 % | College Result 2014 % |
|-------|--------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| 1 | I B.A. | 12 | 13 | 65% | 85% |
| 2 | II B.A. | NIL | 08 | 60% | 80% |
| 3 | III B.A. | 50 | 30 | 71% | 90% |
| 4 | I B.Com(G) | 04 | 44 | 50% | 90% |
| 5 | II B.Com(G) | 05 | 18 | 55% | 89% |
| 6 | IIIB.Com(G) | 38 | 70 | 58% | 98% |
| 7 | I B.Com(CA) | 04 | 18 | 62% | 92% |
| 8 | II B.Com(CA) | 09 | 31 | 58% | 90% |
| 9 | IIIB.Com(CA) | 74 | 84 | 65% | 100% |
| 10 | I B.Sc | -- | -- | 90% | 90% |
| 11 | II B.Sc | NIL | 70 | -- | -- |
| 12 | III B.Sc | -- | 37 | -- | -- |

5.2.3 How does the Institution facilitate student progression to higher level of education and/or towards employment?

The College facilitates student progression to higher level of education or towards employment through proper counseling and enlightenment regarding placements in all the fields so that the students get the job as well as the chance of higher education. The institute from time to time makes arrangement of various guest lectures. Experts from diverse field of education are invited to interact with the students. This step of college has facilitated the students in better job opportunities.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

The College is committed to bring down the dropout rate. The socio economic, cultural and psychological issues contribute to the failures and drop out factor. To deal with the socio cultural problems, the counseling cell and grievance cell discuss the problems of the students and sometimes with parents too. The students who are weak or seem to fail in the exams are provided coaching through extra classes in the college. The college also arranges cost free remedial classes for the academically backward students.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

The college has a wide range of sports, games, cultural and extra-curricular activities that are available to the students.

- ❖ The college has always created a niche for itself in the field of sports. The college has since long time been participating in various inter university, university level tournaments. Facilities for the sports like volley-Ball, Cricket, Chess, Carrom etc. are provided to students in the college campus only.
- ❖ Various cultural and extracurricular activities like folk dances, classical singing, group singing, theatrical items, traditional heritage items, fine arts items, Quiz, literary items are conducted to the students.
- ❖ The college participates in the competitions organized by S.V.University, Tirupati. In every session the University arranges sports and youth festivals at zonal level. The college has been actively participating in these activities.
- ❖ The calendar of these activities is issued every year by S.V.University, Tirupati.
- ❖ College also organizes Annual Sports Meet, Annual Variety Show on the college campus on the eve of college Anniversary.

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

- In Feb. 2010, A. Vijay Kumar of I B.Sc stood first in the DRC sponsored sports activities details conducted at the university level at PVKN Govt. College, Chittoor.
- In March 2010, N. Ammulu and K. Jyothi of II B.Com and II B.A. respectively participated in the Inter-University sports Meet conducted in Indore and stood as Runners in hockey representing the S.V.U., Tirupati.
- A. Jyoshna of II B.Com represented the S.V. University in the State level Hockey competitions held at Hyderabad in October 2009.

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The college has a clearly set and defined mechanism of obtaining the feedback from the students to improve the performance and quality of the institutional provisions. The advisory committee consisting of senior teachers collects the exit level feedback from the graduates regarding learning processes. The inputs are obtained from them and further used to improvise the overall competency of the students for employability.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material?

List the publications/ materials brought out by the students during the previous four academic sessions.

None of such recorded so far.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

The District Administration, in 2009, put a ban on the students' elections as it was apprehended that the law and order situation in colleges might deteriorate because of the excessive political involvement. Therefore, as such now there is no student council in the college.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

The institute believes in giving the equal opportunity to the students in supporting the authorities and the college faculty in running the affairs of the college. For this the college endeavors to provide them with opportunities to participate in the various academic and administrative bodies. The details of academic and administrative having students' representation is as under:

❖ **Extra-Curricular Committee**

This Committee is constituted to promote the cultural activities among the students. Culturally talented students are spotted by Committee members and efforts are made to develop their skills and talents by encouragement, right training and performances.

❖ **Library Advisory Committee:**

This Committee is constituted under the headship of the Faculty members who are in charge of the library. The Committee is responsible for the maintenance of library books and easy access of the students to the library facilities, students' facilities in the library such as reading rooms, drinking water, opening and closing times of library, availability of daily newspapers and the maintenance of library records. Suggestions are invited from the students and other readers for making the library atmosphere congenial.

❖ **Study Tour Committee:**

A senior faculty member as chairman and two other staff members constitute this committee. They are assisted by two students in this pursuit. They plan and execute the tour programme and students visit various Colleges of repute

5.3.7 How does the College network and collaborate with the Alumni and former faculty of the College. Any other relevant information regarding Student Support and Progression which the college would like to include.

The college alumni committee is conducting meetings once in year. The committee is always in touch with the members of the alumni club. The committee is also concerned about the teachers and staff of the non teaching who have retired. The retired faculty is also invited for the meetings and other functions held. This adds to the experience of the committee. Their advice is followed promptly.

CRITERION VI

GOVERNANCE, LEADERSHIP AND COLLEGE COMMITTEE

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

To establish a just and humane society by imparting quality education, ethical values, value added knowledge with global standards to the down-trodden sections at affordable costs.

MISSION:

- To impart a quality higher education to the predominantly rural and backward learners.
- To equip the students with global skills so as to make them to meet the demands of the society.
- To inculcate human values.
- To train the stakeholders in restricted curriculum to strengthen the job opportunities.
- To start job oriented certificate or diploma courses conventional courses to instill self confidence in the students.
- To provide the students need based education.
- To motivate the students towards community service.

6.1.2 What is the role of Top Management, Principal and Faculty in design and implementation of its quality policy and plans?

The College is governed by the Government of Andhra Pradesh. The College Committee, The Principal and the staff/faculty are always stepping in together for designing and proper applications of the quality policy and plans. The Principal of the college is the head of the institution and is always there to provide requisite leadership to the system. The Principal ensures that all provisions of the University bye-laws, the Statutes and the regulations are observed. He also convenes meetings of the Advisory Committee, various others bodies and performs all such acts as may be necessary to carry out and give effect to the decisions of the said bodies. Importantly, the Principal

provides academic leadership and in association with the various faculties, evolves strategies for academic growth. The faculty is actively involved in decision-making process. The teachers hold periodic meetings. The recommendations of the conveners of the Committees are submitted to the College Committee and this committee arrives at suitable decisions for implementation.

6.1.3 What is the involvement of the leadership in ensuring?

- **the policy statements and action plans for fulfillment of the stated Mission**
 - **formulation of action plans for all operations and incorporation of the Same into the institutional strategic plan**
 - **Interaction with stakeholders**
 - **Proper support for policy and planning through need analysis Research inputs and consultations with the stakeholders**
 - **Reinforcing the culture of excellence**
 - **Champion organizational change**
- The principal gather information about the various aspects of college functioning through a number of means. The college committee encourages the participation of the staff in the process of decision-making in institutional functioning.
 - Both teaching and non-teaching staff have their representatives in the College's Governing Body namely College Planning and Development Committee (CPDC), which is its highest decision-making body.
 - The college has constituted different committees which play an important role in the planning and implementation of activities in different spheres of institutional functioning.
 - The personal interaction of the Principal with various stakeholders, the faculty, the non teaching staff, the students, the guardians play an important role in this. This, apart from information available in student feedback forms and information available in self-appraisal forms of teachers help the authorities plan proper support for the policies.
 - The college has only UG courses which have no need for research inputs.
 - To motivate the students to achieve heights of excellence through meritorious performance in the examinations, by providing them additional guidance and study material.
 - Extending value based education to the students.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

The Principal of the college, at the helm of the affairs, has complete autonomy to govern the institution within the purview of the rules and regulations framed by the government. The head of the institution appoints the

conveners for various committees with the consent of the governing body, and further nominates the members of committees in consultation with the respective conveners.

The faculty is informed of their duties and responsibilities by the head of the institution in the scheduled staff meetings and departmental briefings.

6.1.5 Give details of the academic leadership provided to the faculty by the top Management?

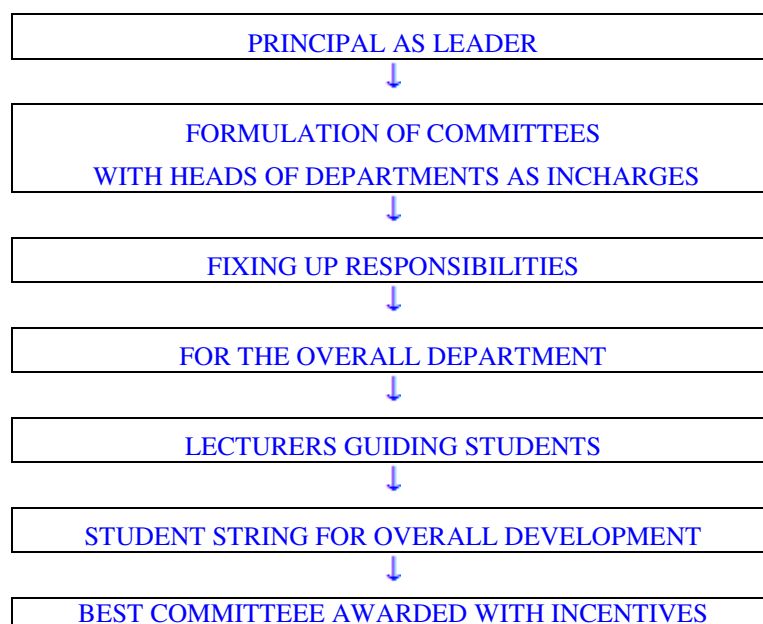
The College Committee is in constant touch with head of the institution and has an amicable rapport with the head of the institution. In the institution the members of the various committees meet frequently on problems and issues related to college development, administration, infrastructural needs and student disciplines are discussed. In the College committee meeting, some staff members nominated by the Principal are also present to provide information and suggestions if any. The teaching as well as the non-teaching and supporting staff follow the instructions and obey the orders in the interest of the institution.

6.1.6 How does the college groom leadership at various levels?

The Principal is always encouraging and supporting the involvement of the staff in the improvement of the effectiveness and efficiency of the institutional process. In the college committee, through the head of the institution, involve the staff members in various activities related to the development of the college. The staff members are involved by way of constitution of various committees such as Building Committee, Advisory Committee, Discipline Committee, Examination Committee, etc. The best working committee is appreciated and the staff members involved are suitably rewarded by the Head of Institution.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

At **FLOW CHART** the



departmental and college levels, largely the decision making role is of the faculty. The policies are well defined by the College Staff Committee and Principal. The suggestions of the college committee are communicated to the teaching and non-teaching employees and implemented by the Principal. He

also assigns specific duties to various academic and administrative bodies of the College on the basis of suggestions made by the executive committee.

6.1.8 Does the college promote a culture of participative college committee? If 'yes', indicate the levels of participative college committee.

The head of the institution is in the leading role in governance and college committee of the institution. He, along with the other members of the committee, keenly observes the day to day working of the college administration and academic activities. He inspires the staff members in staff meetings and by personal interaction to give their best in their teaching assignments. He is responsible to constitute different committees involving the staff members. He looks after the financial expenditure and manages the funds for different developmental activities taking place on the campus.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

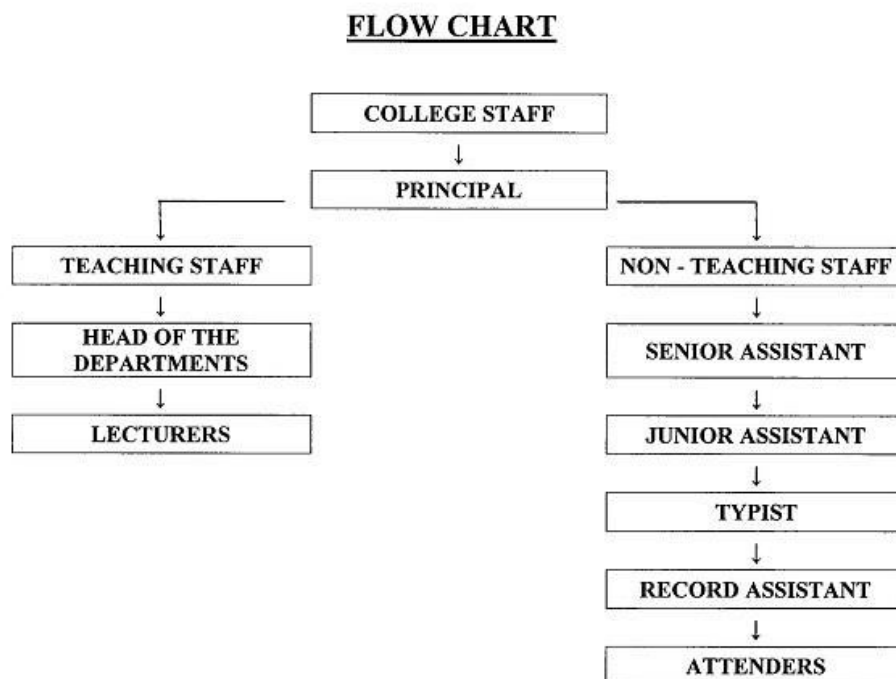
Yes, College has formally stated quality policy. A number of steps have been taken to translate quality to its various units by the college.

- The College committee holds formal and informal dialogues with the staff, from time to time, to redress any grievances.
- In the academic units, teachers are encouraged to participate in seminars, conferences, and refresher and orientation courses to update their knowledge and skills.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The institution intends to extend its developmental work which is already being carried out in the college. The perspective institutional plan is developed following the procedure of involving the cooperation of college committee and students. In order to formulate the strategy of development and deployment, the committees are constituted for each and every developmental work. Lecturers have to participate in all the institutional plans and wherever the situation demands, students and members of College committee are involved. The meeting of students is summoned to take their participation by means of selection of some students. In the Cultural Committee and Magazine Committee students are involved along with the lecturers. In the committees related to infrastructural developments, lecturers are the main participants.

6.2.3 Describe the internal organizational structure and decision making processes.



6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- ❖ **Teaching & Learning**
- ❖ **Research & Development**
- ❖ **Community engagement**
- ❖ **Human resource college committee**
- ❖ **Industry interaction**

Teaching & Learning

The institution has framed for itself various strategies which enhance the quality improvement. These strategies are framed by the college keeping in view the quality changes required for the development of the college. The procedure adopted for admissions to various courses provided by the college is based on student's academic records. The rules and regulations set by the affiliating University and the State Government are strictly followed. The college has made provision for assessing students' knowledge and skill for particular programme soon after a student is admitted to a course of study. Apart from the lecture method of teaching, group discussions, field studies, debates, seminars, study tours etc., are adopted for proper understanding of the subjects. The college has well experienced faculty members. The faculty members of various departments participate actively in academic programmes. The evaluation methods are communicated to the students by the teachers in the class rooms and also displayed on the notice board of the college. The teachers are given full permission to enrich their knowledge through Seminars, Refresher Courses, and Orientation Courses etc.

Research & Development

The college is not having a recognized research centre duly approved by the affiliating university. The scope of research motivation is very little. However, the faculty is very much aware of the growing importance of the research based education. The college encourages the teachers for research work.

As far as development is concerned, the NSS officer co-ordinates various extension activities of the college. Through NSS, the students are encouraged to undertake community-oriented activities like social work, health-hygiene awareness, medical camps, adult education and literacy, blood donation, AIDS awareness, environmental awareness etc. N.S.S. and sports students participate in such activities in coordination. The college also organizes sports activities and encourages the students to participate in them.

Community Engagement

College organizes many social service activities like Red Cross, Medical Council, holding Blood Donation Camp, NSS Camps, Free Medical Checkup, Youth Festivals, and Tree Plantation Festival etc.

Human Resource College committee

The Institute does not have power to recruit regular faculty on its own. But, for the welfare of the students the Head of the institution and college committee appoints only guest lecturers against clear vacancies of available. In our college we have young, energetic, dynamic and well qualified lecturers working relentlessly for the benefit of poor students. Effective system of appraisal of performance of teachers is there. In our college communication system is very good among the Head of the institution, Teaching staff and Non-teaching staff as well as among students also.

Industry Interaction

The institute interacts with various local as well as outside institutes. We consult with other institutes on various issues for the improvement of education system. College has also participated in various youth festivals and cultural programmes held at various places. Seminars on various subjects are conducted in the college premises. The college organizes field tours to various industries. The students come to learn a lot from these visits.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The college committee and head of the institution are always in interactive mode with each other. The head of institution gets the feedback from teachers and students with regard to the teaching quality, curriculum, extra-curricular activities and infrastructural demands. In the meetings of the

College Committee the information gathered from different sources is discussed with the participating members. After thorough discussion and deliberation the existing facilities and activities of the institution are reviewed and decisions are taken for their implementation after going through the available resources and modalities.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The Head of the institution always encourages and supports the involvement of the staff in the improvement of the effectiveness and efficiency of the institutional process. The head of the institution involves the staff members in various activities related to the development of the college. The staff members are involved by way of constitution of various committees such as Building Committee, Admission Committee, Advisory Committee, Examination Committee, etc.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

The G.D.C. College Committee keeps on working for the betterment of the institution. In the meeting of the college committee passed the following resolutions:

1. Proposal for Hostels for both Men & Women.
2. Proposal sends to construct boundary wall to the College.
3. Proposal prepared and sent to S.V.U, to start New P.G.Course.

As proposals 1 and 2 mentioned above are involved with financial funding, proposals were submitted to the C.C.E., A.P., and Hyderabad for sanction of special budget.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

The affiliating university does not make any provision for according the status of implementation of Management Council.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

The institute has well defined grievance redressal procedure. Prompt and effective disposal of grievances of various stakeholders is being done. Institute has constituted a Grievances Redressal Committee headed by principal and some staff member from teaching faculty. This committee discusses the matter with Principal to solve the problem.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

NO. Till date, no such court case has been reported against the college.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

The institute has a clearly set and defined mechanism of obtaining the feedback from the students to improve the performance and quality of the institutional provisions. The advisory committee consisting of the senior lecturers collects the exit level feedback from the graduates regarding learning processes. The inputs are obtained from them and further used to improvise the overall competency of the students for employability.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

The Head of the institution has a potential map of the faculty and is able to rightly identify their individual strengths, areas of interest and accordingly assign responsibilities. He protects the freedom of individuals, appreciating their innovations and thereby motivating them. Responsibilities of every staff are communicated to them through notices that clearly define their role in the implementation of any given assignments. Besides they are also informally counseled so as to make them aware of their duties. The institution promotes professional development of the faculty to the greatest possible extent. Lot of efforts is made to enhance the professional development of teaching and non teaching staff. The institution encourages faculty members to enroll for or provide resources for training programmes.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

The college teaching faculty attends various seminars, workshops, conferences and refresher courses in various disciplines. The strategies adopted by the Government of A.P. for faculty welfare include monetary and Career Advancement benefits for those with higher qualifications such as M.Phil and Ph.D as well as opportunities for those who wish to improve their qualifications. The College is committed to faculty welfare and it offers a platform for the talented and the aspiring.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The achievements of faculty members are monitored and updated in the college records. Performance appraisal system is implemented as per the guidelines from UGC. The appraisal report of faculty is made by the concerned head of the department on the basis of his/her yearly achievements, discipline, quality etc. and is then submitted to the head of the institute. Besides this, the assessment of the teachers comes through the feedback forms from the students, which in turn indicate the teachers' quality.

In addition, the annual self appraisal is conducted by issuing a specific format. The participation of the teachers in various college affairs is closely monitored by the principal. The head of institution also uses evaluation in an informal way to improve the services of the office staff.

6.3.4 What is the outcome of the review of the performance appraisal reports by the college committee and the major decisions taken? How are they communicated to the appropriate stakeholders?

The college committee always plays an active role in the performance appraisal of the staff. The college committee keeps a keen vigil on the working behaviour of the members of the teaching as well as the non teaching faculty. Annual increments and placement in the grades are all implemented under the signatures of the Principal. The college committee takes effective decisions and provides the appraisal details to the appropriate stakeholders.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

The strategies adopted by the Government of A.P. for faculty welfare include Career Advancement benefits for those with higher qualifications such as M.Phil. and Ph.D., as well as opportunities for those who wish to improve their qualifications. The Andhra Pradesh Government and the Affiliating University has implemented following social welfare schemes:

- There is a provision of maternity leave and paternity leave given to the staff.
- Duty leave is given, if applicable.
- An insurance policy of APGLIC is given to the staff members whose premium is automatically deducted from their salary GIS, CPS.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

Such measures cannot be entertained in our college as this is a Government institution.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

The financial resources of the college are managed in a very effective and foolproof manner. The following three types of accounts are maintained:

- Receipts & Payment Accounts.
- Income & Expenditure Accounts.
- Balance Sheets

Each and every transaction is supported by the vouchers. All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through cheques. Only Principal is the authorized persons who can operate through the bank.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

No, Audit visits have taken place in the last years. But CCE, Hyderabad will send the audit party once on a while. With prior information to enable the office keep all records up-to-date.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The college's major sources of funding are as follows:

- Special and Tution fee collected from the students.
- Grants received from Andhra Pradesh Govt.
- Various grants received from UGC.

Deficit management:

The college receives grants-in-aid from the Andhra Pradesh Government. If deficit occurs it will be adjusted in the next budget.

Reserve Funds:

The following reserve funds have been available with the college in the last four years:

Note:-

- 1) Special Fee and Accumulation Fund particulars are to be given here.
- 2) When the college was started, Caution Deposit was deposited in the bank.

| Financial Year | Reserve Fund Available |
|----------------|------------------------|
|----------------|------------------------|

| | |
|---------|----------|
| | |
| 2013-14 | 74,792/- |
| 2012-13 | 51,097/- |
| 2011-12 | 51,097/- |
| 2010-11 | 51,097/- |

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

The Institution plans to generate additional funds for the infrastructural facilities by sending proposals UGC, to the C.C.E., A.P., and Hyderabad.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

- a. **Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**
- b. **How many decisions of the IQAC have been approved by the college committee/ authorities for implementation and how many of them were actually implemented?**
- c. **Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**
- d. **How do students and alumni contribute to the effective functioning of the IQAC?**
- e. **How does the IQAC communicate and engage staff from different constituents of the institution?**

No, the College does not have IQAC cell. Within the existing academic and administrative system, the institution has developed mechanisms of its own for the quality assurance. The different committees set up by the institution are always aware of the administrative needs. The Advisory Board, the Examination Committee, the Magazine Committee, the Finance Committee are all constituted and are well functioning for quality assurance of the institution's administration.

Head of the Institution conducts meetings regularly and visits the class rooms to ensure proper delivery of the material and timely completion of course as per syllabus.

The students play a major role in assuring quality of education imparted by the institution. It is through their active participation in classrooms that the quality of the education is maintained.

The institution has internalized the best practices in order to improve the functioning of the academic and administrative systems. The insistence on student's participation in academic and administrative matters has improved the quality of the education and administration in the institution. The students

come forward to maintain the best practices evolved through academic and administrative systems. The administration in the institution is maintained by the involvement of the staff at every level.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The chain of committees is in charge of implementation of developmental and academic activities assigned by the Head of the institution. The supervision by the Head of the Institution ensures the proper implementation. The fair representation of the learners ensures the transparency in the process.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

The academic as well as the administrative working is further smoothened time to time through training sessions organized by the CCE, Hyderabad for teaching as well as the non teaching staff.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

The institution is affiliated to the S.V. University, Tirupati. The CCE, Hyderabad has its set mechanism to audit the academic working of the college. The CCE, Hyderabad every year sends a team of the experts to conduct academic audit. The Academic audit team visited the college on 27-10-2013.

Committee suggested desirable changes in the college. The college adheres to the recommendations made by the committees.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

In the case of the institution the external regulatory authority is the Affiliating University, S.V. University and we make the compliances as per their needs and requirements.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The college's approach to the learning outcome assessment is defined clearly. Faculty is best suited to determine the intended educational outcomes of their academic programs and activities, How to assess these outcomes, and how to use the results for programme development and improvement is a part

of student evaluation. The results of Outcome Assessment are used to evaluate the effectiveness of academic programmes and activities, and student services, and not the performance of individual faculty or staff. Faculty use the information collected to develop and improve academic programmes. The institution has a clearly defined, set mechanism to monitor the learning outcomes. Attendance is compulsorily taken for every lecture. Laboratory hours are fixed for lab practical. The assignments and unit tests are corrected within a short duration and the marks are entered in the marks register, which acts as a ready reckoned for the academic progress of the students. Based on the participation in the class and the marks scored in the tutorials and assignments, the student level is judged by the staff member and appropriate remedial action is taken. At the end of each periodical test, progress reports which consist of unit test results and attendance status are submitted to the office for further action. Counseling is given to slow learners. Parents of such students are called to meet their respective faculty member, if required. As the entire lab courses are continuously assessed, students who lag in these courses are given additional help and guidance. They are also given additional lab practice. The faculty members are encouraged to conduct surprise tests, assignments, etc. to monitor the academic progress of each student.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The institution has evolved a stakeholders' involvement by forming different platforms like College Advisory Committee, alumni, Parent Teacher Meet and various committees with a fair representation of students. To improve quality education among the students, several steps have been taken, which includes feedback collected from all the stakeholders to prepare perspectives on development. The college committee has developed evaluation tools for stakeholders to record their opinions, suggestions and objections for constructive developments for future.

CRITERIA VII

INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

There is no formal conducting of green audit in the institution but the institution is eco friendly. No expenditure is incurred to make the campus eco friendly. Because it is a hill area and there is no Compound Wall to the campus plantation is becoming insecure.

7.1.2 What are the initiatives taken by the college to make the campus ecofriendly?

- * **Energy conservation**
- * **Use of renewable energy**
- * **Water harvesting**
- * **Check dam construction**
- * **Efforts for Carbon neutrality**
- * **Plantation**
- * **Hazardous waste college committee**
- * **e-waste college committee**

The college campus is totally eco friendly. The head of the institution and the whole staff is committed and because of their commitment and involvement, the campus can claim to be quite Clean. The institution has taken several other steps/initiatives to make the campus eco-friendly:

Energy Conservation:

The college campus is overly warm and hot climate. The college class rooms are so airy and well lighted that they hardly need any artificial lighting. Still the institution has done away with the electric lighting system and installed Tube lights in the class rooms. This has helped a lot in conservation of electricity.

Use of renewable energy:

No provision is made.

Water harvesting:

The college is having one bore well to provide drinking water facility to students. Since this is located in an open area, there is natural water harvesting.

Efforts for Carbon neutrality:

The college at its own level has taken up certain preventive measures to check the emission of carbon dioxide. The college has made arrangements for the parking of the vehicles of the students in the college ground. This helps in keeping the campus as much as possible clean. The dry leaves and the waste papers are not allowed to be put on fire. The leaves are buried in the soil itself and the papers are disposed off.

Plantation

A lot of effort is taken to keep the environment green. For this the college support staffs are working whole heartedly. The trees are planted. The college organizes programmes like Vana Mahotsava every year to inculcate this tradition amongst its students. But, unfortunately as there is no compound wall for proper protection of plants and as there is free movement of cattle and sheep on the campus, efforts to save the plants are becoming futile. Representations are forwarded to higher authorities to sanction budget for the construction of compound wall.

Hazardous waste college committee / e-waste college committee:

NO

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

The college has been putting in efforts in this regard ever since its inception. The college has made several innovations which have helped smooth functioning of the college. These innovations are in academics, administration and other levels of the college working.

Feedback mechanism:

Students give the feedback about the teachers at the end of each session. Students of each department are expected to do so for all the teachers concerned with their class. Besides, informal interaction between the students and the Class Teacher/H.O.D./Principal about issues pertaining to teaching quality is also encouraged. Teachers are counseled by the departmental head and/or principal regarding measures to improve subject understanding and/or teaching skills.

Computerization of Administrative Block: No

Computerization of Library:

No, we do not have any sanctioned post of librarian and we have limited books (nearly 2319). We do not have computerized library.

Zero-Balance Accounts:

The college does not have banking facility on the campus. The college has facilitated its staff as well as the other internal stakeholders, i.e. the students by providing them the facility to maintain a zero balance bank account in the local bank, the Indian Bank, Karvetinagaram. The college has accounts in various banks like State Bank of India, and Andhra Bank, Puttur

for administrative purposes. This has helped the students in a great many ways.

Academic Innovations:

The college has introduced many new innovative practices to help the students in their pursuit of attaining quality education. The college has introduced Remedial Classes for the students. This has helped them cover up their back logs, if any. The college has also started a new innovative technique to help the students revise their syllabi. The teachers introduced the skill of drafting Study materials. Study material questions are formed on the basis of the questions appeared in the previous examinations. This has helped ease the burden of the students and improve the pass percentage.

7.3 Best Practices

7.3.1 Elaborate on any two best practices as per the annexed format (see page.) which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

The best practices in the institution have been promoted in full gusto. The college has internalized the best practices in order to improve the functioning of the academic and administrative systems. The college on student's participation in academic and administrative matters has improved the quality of the education and administration in the college. The students come forward to maintain the best practices evolved through academic and administrative systems. The administration in the college is maintained by the involvement of the staff at every level. The examinations are held quite smoothly by the active participation of the staff. The teachers have been quite supportive to the academic needs of the students by providing them reading material and tutorials.

1. Title of the Practice

The college provides Study material and Remedial Classes are being engaged for the backlog students.

2. Goal

The main objective of the college is to transform the students into well meaning citizens through the committed pattern of instructions based on carefully prepared and well designed curricular aspects. The college aspires to have a transformational impact on students through comprehensive education by inculcating qualities of competence, confidence and excellence. The

college has been facilitating young adult learners with opportunities to mould their ethics and leadership potential. To sensitize learners towards inclusive social concerns, human rights, gender and environmental issues is also the mission of the institution.

3. The Context

The college over the long history of two decades has created a niche for itself in the academic, extra-curricular and sports fields.

The college, in the academic world, introduced the technique of remedial classes and preparing study material keeping in view the examination needs of the students. The students belonging to the college are given extra coaching free of cost for competitive examinations. Their skills are sharpened and chiseled keeping in view the patterns of the final examinations. They are given a list of repeated important questions from the examinations; answers are prepared for these questions and are provided study material by the expert faculty. This has helped them attain their targets in a better way.

4. The Practice & the Evidence of the Success

The college did away with the age long system of working in the conventional way. Similarly, in the beginning the college was not able to bring out the best out of the students as the dropout rate and the failure rate were very high. Then the college introduced the Remedial Classes, where the students were given extra coaching, free of cost, in all the subjects in general. The students were given extra guidance in the subjects like English and Maths in particular. The college ensured that the students are provided with the study material framed by experienced faculty of the college. As well college introduced internal tests, assignments, quiz, group discussions and debates etc. to improve the pass percentage. This action has resulted in a steep downfall in the failure rate. The Study material has facilitated the students in such a way that their efforts in the preparation of the final exams have started bearing fruitful results.

5. Problems Encountered and Resources Required

As the local area is a socially, culturally and educationally backward area, the students were facing a lot of problem in studies. The college was finding it hard to control the dropout rate and the failures. The remedial classes came as a boon for such students. The students are now finding it easy to combat the problems they were facing.

6. Contact Details

| | |
|-------------------------|---|
| Name of the Principal | : Dr. M. Subramanyam |
| Name of the Institution | : Govt. Degree College, Karvetinagaram. |
| City | : Karvetinagaram, Chittoor Dist. |
| Pin Code | : 517 582 |
| Phone (O) | : 08577 – 287 484 |

Fax : 08577 – 287 484
Website : www.gdcknagaram.org.in
E-mail : knagaram.jkc@gmail.com
Mobile : +91-9494811098

EVALUATE REPORT OF THE DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department : English
2. Year of Establishment : 1995

3. Names of Programmes / Courses offered (UG) : B.A., B.Com(G & CA), B.Sc.
4. Names of interdisciplinary courses and the departments / Units involved : NIL
5. Annual / Semester / choice based credit system (Programme wise) : Annual System according to S.V.University, Tirupati.
6. Participation of the department in the courses offered by other departments : Human Values and Professional Ethics
7. Courses in Collaboration with other universities, industries, foreign institutions, etc. : NIL
8. Details of Courses / Programmes discontinued (if any) with reasons : NIL
9. Number of Teaching posts :

| | Sanctioned | Filled |
|----------------------|------------|--------|
| Professors | | |
| Associate Professors | 01 | 01 |
| Asst. Professors | | |

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D. litt. / Ph.D. /M. Phil etc.,)

| Name | Qualification | Designation | Specialization | No. of years of Experience | No. of Ph.D. students guided for the last 4 Years |
|--------------|---------------|-------------|----------------|----------------------------|---|
| Mr.K.Sridhar | M.A., M.Phil, | Lecturer | English | 4 Years | NIL |

11. List of Senior visiting faculty : 1) Dr. B.V.R. Prasad,
Retired Lecturer in English
Govt. Degree College (M),
Srikalahasti,
Chittoor Dist.
- 2) Sri. S. Charas Chandran,
Lecturer in English,
Govt. Degree College, Puttur,
Chittoor Dist.

12. Percentage of lecturers delivered and practical classes handled (Programme wise) by temporary faculty: NIL
13. Student – Teacher Ratio (Programme wise) : 50 : 1
14. Number of academic support staff (technical) and administrative staff sanctioned and filled : For Jawarhar Knowledge Centre
Full Time Mentor - 01

15. Qualifications of teaching faculty with D.Sc / D. Litt. /Ph.D. /M.Phil /PG:
M.Phil
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:
NIL
17. Departmental projects funded by DST – FIST, UGC, DBT, ICSSR, etc. and total grants received: NIL
18. Research Centre / facility recognized by the University: NIL
19. Publications: NIL
- Publication per faculty
 - Number of papers published in peer reviewed journals (National / International) by faculty and students
 - Number of publications listed in International Database (For Eg: Web of Science, Scopus, humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.)
 - Monographs
 - Chapter in Books
 - Books Edited
 - Books with ISBN/ISSN numbers with details of publishers
 - Citation Index
 - SNIP
 - SIR
 - Impact factor
 - H-index
20. Areas of consultancy and income generated: NIL
21. Faculty as members in : NIL
- National committees
 - International Committees
 - Editorial Boards
22. Student Projects
- Percentage of students who have done in-house projects including inter departmental / programme: 20%
 - Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry / other agencies: NIL
23. Awards/ Recognitions received by faculty and students: NIL
24. List of eminent academicians and Scientists / visitors to the department : NIL
25. Seminars / Conferences / Workshops organized & the source of funding
- National : NIL
 - International : NIL

26. Student profile programme / course wise:

| Name of the Course / Programme (refer question No. 4) | Applications received | Selected | Enrolled | |
|---|-----------------------|----------|----------|----|
| | | | M | F |
| I B.A. (2013-14) | 54 | 44 | 31 | 13 |
| I B.A.(2012-13) | 65 | 52 | 37 | 15 |
| I B.A.(2011-12) | 70 | 58 | 35 | 23 |
| I B.A.(2010-11) | 75 | 60 | 42 | 18 |

| | | | | | |
|--|--------------------------|-----|-----|----|----|
| M = Male F = Female 27. Diversity of students : | I B.com (G&CA) {2013-14} | 74 | 40 | 30 | 10 |
| | I B.com (G&CA) {2012-13} | 45 | 34 | 24 | 10 |
| | I B.com (G&CA) {2011-12} | 47 | 36 | 27 | 09 |
| | I B.com (G&CA) {2010-11} | 99 | 83 | 62 | 21 |
| | I B.Sc (2013-14) | 28 | 17 | 11 | 06 |
| | I B.Sc (2012-13) | NIL | NIL | -- | -- |
| | I B.Sc (2011-12) | NIL | NIL | -- | -- |
| | I B.Sc (2010-11) | 21 | 15 | 07 | 08 |

| Name of the Course | % of students from the same state | % of students from other States | % of students from abroad |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| NIL | | | |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services, etc.?:

NIL

29. Student Progression:

| Student Progression | Against % enrolled |
|------------------------------------|--------------------|
| UG to PG | 10 |
| PG to M.Phil | -- |
| PG to Ph.D. | -- |
| Ph.D. to Post-Doctoral | -- |
| Employed | |
| Campus selection | 20 |
| Other than campus recruitment | |
| Entrepreneurship / Self-employment | -- |

30. Details of Infrastructural facilities

- a) Library : Yes, We have departmental Library 120 Books.
- b) Internet facilities for Staff & Students : Yes
- c) Class rooms with ICT facility : English Language Lab is provided with LED Projector.
- d) Laboratories : Yes

31. Number of students receiving financial assistance from college, university, government or other agencies:

All SC, ST, BC, OBC & Minority students are getting Scholarships from the Government.

32. Details on student enrichment programmes (Special lecturers / Workshops / Seminar) with external experts:

05 Guest Lectures were arranged for the past four years.

33. Teaching methods adopted to improve student learning:

Student Centric Methods like Brain Storming, Eliciting, Task Based Instruction, Content Based Instruction, PPT's and the like were adopted to improve student learning.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

- Participated in the celebrations of childrens Days on November 14th at U.P. School, Padmasarassu.
- Participated in AIDS rally on December 1st AIDS Day

35. SWOC analysis of the department and Future plans:

- ❖ To conduct a National Seminar on Communicative English as employability skill.
- ❖ To conduct a workshop for school on communication skills.
- ❖ To extend special training for Bank jobs.
- ❖ Department has well furnished Lab and enthusiastic students.
- ❖ But students are poor at Communication skills in English
- ❖ Proposals will be sent toUGC to start certificate courses in spoken English.

EVALUATE REPORT OF THE DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department : **TELUGU**
2. Year of Establishment : **1995**
3. Names of Programmes / Courses offered (UG) : **B.A., B.Com (CA&G), B.Sc.**
4. Names of interdisciplinary courses and the departments / Units involved :
NIL
5. Annual / Semester / choice based credit system (Programme wise):
Annual System according to S.V.University, Tirupati.

6. Participation of the department in the courses offered by other departments :

NIL

7. Courses in Collaboration with other universities, industries, foreign institutions, etc. :

NIL

8. Details of Courses / Programmes discontinued (if any) with reasons

NIL

9. Number of Teaching posts :

| | Sanctioned | Filled |
|----------------------|------------|--------|
| Professors | -- | -- |
| Associate Professors | -- | -- |
| Asst. Professors | 01 | 01 |

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D. lit. / Ph.D. /M. Phil etc.,)

11. List of Senior visiting faculty

:

NIL

| Name | Qualification | Designation | Specialization | No. of years of Experience | No. of Ph.D. students guided for the last 4 Years |
|--------------------|------------------|---------------------|----------------|----------------------------|---|
| Sri. P. Venkatesan | M.A., M.Phil. | Assistant Professor | Telugu | 4 Years | NIL |

12. Percentage of lecturers delivered and practical classes handled (Programme wise) by temporary faculty:

NIL

13. Student – Teacher Ratio (Programme wise) :

50 : 1

14. Number of academic support staff (technical) and administrative staff sanctioned and filled :

NIL

15. Qualifications of teaching faculty with D.Sc / D. Litt. /Ph.D. /M.Phil /PG.:

P.G., M.Phil.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

NIL

17. Departmental projects funded by DST – FIST, UGC, DBT, ICSSR, etc. and total grants received:

NIL

18. Research Centre / facility recognized by the University:

NIL

19. Publications:

NIL

- Publication per faculty
- Number of papers published in peer reviewed journals (National / International) by faculty and students
- Number of publications listed in International Database (For Eg: Web of Science, Scopus, humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers

- h. Citation Index
- i. SNIP
- j. SIR
- k. Impact factor
- l. H-index
- 20. Areas of consultancy and income generated: NIL
- 21. Faculty as members in : NIL
 - a) National committees
 - b) International Committees
 - c) Editorial Boards
- 22. Student Projects
 - a) Percentage of students who have done in-house projects including inter departmental / programme: NIL
 - b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry / other agencies: NIL
- 23. Awards/ Recognitions received by faculty and students: NIL
- 24. List of eminent academicians and Scientists / visitors to the department: NIL
- 25. Seminars / Conferences / Workshops organized & the source of funding
 - a. National : NIL
 - b. International : NIL
- 26. Student profile programme / course wise:

| Name of the Course / Programme (refer question No. 4) | Applications received | Selected | Enrolled | |
|---|-----------------------|----------|----------|----|
| | | | M | F |
| I B.A. (2013-14) | 54 | 44 | 31 | 13 |
| I B.A.(2012-13) | 65 | 52 | 37 | 15 |
| I B.A.(2011-12) | 70 | 58 | 35 | 23 |
| I B.A.(2010-11) | 75 | 60 | 42 | 18 |
| I B.com (G&CA) {2013-14} | 74 | 40 | 30 | 10 |
| I B.com (G&CA) {2012-13} | 45 | 34 | 24 | 10 |
| I B.com (G&CA) {2011-12} | 47 | 36 | 27 | 09 |
| I B.com (G&CA) {2010-11} | 99 | 83 | 62 | 21 |
| I B.Sc (2013-14) | 28 | 17 | 11 | 06 |
| I B.Sc (2012-13) | NIL | NIL | -- | -- |
| I B.Sc (2011-12) | NIL | NIL | -- | -- |
| I B.Sc (2010-11) | 21 | 15 | 07 | 08 |

M = Male F = Female

27. Diversity of students

| Name of the Course | % of students from the same state | % of students from other States | % of students from abroad |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| NIL | | | |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services, etc.?: NIL

29. Student Progression

| Student Progression | Against % enrolled |
|---------------------|--------------------|
| UG to PG | NIL |

- | | | |
|---|------------------------|-----|
| 30. Details of Infrastructural facilities | PG to M.Phil | NIL |
| | PG to Ph.D. | NIL |
| | Ph.D. to Post-Doctoral | NIL |
| | Employed | NIL |
| | Campus selection | |
- a) Other than campus recruitment
- | | |
|---------------------------------------|-----|
| a) Entrepreneurship / Self-employment | NIL |
|---------------------------------------|-----|
- i
brary : Yes
- b) Internet facilities for Staff & Students : NIL
- c) Class rooms with ICT facility : NIL
- d) Laboratories : NIL
31. Number of students receiving financial assistance from college, university, government or other agencies :
All S.C., S.T., B.C., E.B.C and Minority Students are getting Govt. Scholarship.
32. Details on student enrichment programmes (Special lecturers / Workshops / Seminar) with external experts: NIL
33. Teaching methods adopted to improve student learning:
Guest Lecture, Students Seminars, Mana TV Lessons, Charts and Models etc.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: NIL
35. SWOC analysis of the department and Future plans:
- To conduct Field Strips/ Study Tours.
 - To start Coaching for various Competitive Exams.

EVALUATE REPORT OF THE DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department : **POLITICAL SCIENCE**
2. Year of Establishment : 1995
3. Names of Programmes / Courses offered (UG): **B.A. H.E.P. (T.M)**
 1. I year Foundation Course was introduced
 2. Syllabus changed for the I, II, & III year during 2008-09
 3. III year – Paper – III has been completely changed and new topics were added in the Public Administration.
 4. III Year – Paper – IV has been changed as a political Thought.

4. Names of interdisciplinary courses and the departments / Units involved :
NIL
5. Annual / Semester / choice based credit system (Programme wise):
Annual System according to S.V.University guidelines, Tirupati.
6. Participation of the department in the courses offered by other departments :
IHC & CIEP
7. Courses in Collaboration with other universities, industries, foreign institutions, etc. :
NIL
8. Details of Courses / Programmes discontinued (if any) with reasons : NIL
9. Number of Teaching posts :

| | Sanctioned | Filled |
|----------------------|------------|------------------------------------|
| Professors | -- | -- |
| Associate Professors | 01 | -- |
| Asst. Professors | -- | 01(Filled with Contract Lecturer) |

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D. litt. / Ph.D. /M. Phil etc.,)

| Name | Qualification | Designation | Specialization | No. of years of Experience | No. of Ph.D. students guided for the last 4 Years |
|------------------------|----------------------|-------------------|-------------------|----------------------------|---|
| Sri. S. Sudhakar Reddy | M.A., B.Ed., M.Phil. | Contract Lecturer | Political Science | 07 Years | -- |

11. List of Senior visiting faculty :1) Dr. C. Ramana Reddy,
Lecturer in Political Science,
Govt. Degree College,
Puttur.

2) Sri. K. B haskar Raju,
Lecturer in Political Science,
Govt. Degree College,
Puttur.

12. Percentage of lecturers delivered and practical classes handled (Programme wise) by temporary faculty: NIL

13. Student – Teacher Ratio (Programme wise) :

| Year | No. of Students | Ratio of Student-Teacher |
|------|-----------------|--------------------------|
| I | 54 | 54:1 |
| II | 57 | 57:1 |
| III | 45 | 45:1 |

14. Number of academic support staff (technical) and administrative staff sanctioned and filled : NIL

15. Qualifications of teaching faculty with D.Sc / D. Litt. /Ph.D. /M.Phil /PG.:
P.G., M.Phil.,

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : NIL

17. Departmental projects funded by DST – FIST, UGC, DBT, ICSSR, etc. and total grants received: NIL

18. Research Centre / facility recognized by the University: NIL

19. Publications : NIL

- Publication per faculty
- Number of papers published in peer reviewed journals (National / International) by faculty and students
- Number of publications listed in International Database (For Eg: Web of Science, Scopus, humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- SNIP
- SIR
- Impact factor
- H-index

20. Areas of consultancy and income generated :

NIL, planning to establish Alumni

21. Faculty as members in

- a) National committees b) International Committees c) Editorial Boards

-- NO --

22. Student Projects

a) Percentage of students who have done in-house projects including inter departmental / programme : NIL

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry / other agencies : NIL

23. Awards/ Recognitions received by faculty and students : NIL

24. List of eminent academicians and Scientists / visitors to the department : **NIL**

25. Seminars / Conferences / Workshops organized & the source of funding

a. National : **NIL**

b. International : **NIL**

26. Student profile programme / course wise:

| Name of the Course / Programme (refer question No. 4) | Applications received | Selected | Enrolled | |
|--|-----------------------|----------|----------|----|
| | | | *M | *F |
| I B.A. H.E.P. (2013-14) | 54 | 44 | 31 | 13 |
| I B.A. H.E.P. (2012-13) | 65 | 52 | 37 | 15 |
| I B.A. H.E.P. (2011-12) | 70 | 58 | 35 | 23 |
| I B.A. H.E.P. (2010-11) | 75 | 60 | 42 | 18 |

*M = Male; *F = Female

27. Diversity of students:

| Name of the Course | % of students from the same state | % of students from other States | % of students from abroad |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| NIL | | | |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services, etc.? : **NIL**

29. Student Progression:

| Student Progression | Against % enrolled |
|---|--------------------|
| UG to PG | NIL |
| PG to M.Phil | NIL |
| PG to Ph.D. | NIL |
| Ph.D. to Post-Doctoral | NIL |
| Employed Campus selection Other than campus recruitment | NIL |
| Entrepreneurship / Self-employment | NIL |

30. Details of Infrastructural facilities

a) Library : Yes, We have Departmental Library (98 Books)

b) Internet facilities for Staff & Students : **NO**

c) Class rooms with ICT facility : **NO**

d) Laboratories : **NO**

31. Number of students receiving financial assistance from college, university, government or other agencies:

All S.C., S.T., B.C., E.B.C and Minority Students are getting Govt. Scholarship.

32. Details on student enrichment programmes (Special lecturers / Workshops / Seminar) with external experts: NIL

33. Teaching methods adopted to improve student learning: Adopted

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

N.S.S., Blood Donation Camp, Plantation and AIDS rally participated

35. SWOC analysis of the department and Future plans:

- Motivate the students, towards creative writing of the village/ Panchayat administration.
- To conduct Field Strips/ Study Tours.
- To conduct Study Project on Implementation of Government Welfare Schemes.
- To conduct Mock Assembly.

EVALUATE REPORT OF THE DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department : **HISTORY**
2. Year of Establishment : 1995
3. Names of Programmes / Courses offered (UG): **B.A. H.E.P. (T.M)**
 1. I year Foundation Course was introduced as IHC&CIEP
 2. Syllabus changed for the I, II, & III year during 2008-09
 3. III year – Paper – III has been completely changed History of Modern World 1453 to 1950 was introduced in the academic Year – 2010-11.
 4. New topics added in the History and Culture of Andhra Pradesh, paper – IV name also changed as History of Modern Andhra Pradesh, in the academic year 2010-11.
 5. The curriculum at first year in paper – I has been modified in the academic year 2008-09.
4. Names of interdisciplinary courses and the departments / Units involved: **NIL**
5. Annual / Semester / choice based credit system (Programme wise):

Annual System according to S.V.University guidelines, Tirupati.

6. Participation of the department in the courses offered by other departments : **IHC & CIEP**
7. Courses in Collaboration with other universities, industries, foreign institutions, etc. : **NIL**
8. Details of Courses / Programmes discontinued (if any) with reasons : **NIL**
9. Number of Teaching posts :

| | Sanctioned | Filled |
|----------------------|------------|---|
| Professors | -- | -- |
| Associate Professors | -- | -- |
| Asst. Professors | 01 | 01(Filled with Contract Lecturer) |

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D. litt. / Ph.D. /M. Phil etc.,)

| Name | Qualification | Designation | Speciali zation | No. of years of Experience | No. of Ph.D. students guided for the last 4 Years |
|-----------------------------|--|-------------------|-----------------------------|----------------------------|---|
| Sri. N. Murali Mohan | M.A.(His), M.A. (Eng), P.G.Dip. in Epigraphy, B.Ed., (M.Phil.) | Contract Lecturer | History, AIHC & Archaeology | 10 Years | NIL |

11. List of Senior visiting faculty : Dr. P. Bhaskar Reddy,
Associate Professor,
Dept. of AIHC & A,
S.V.University, Tirupati.
12. Percentage of lecturers delivered and practical classes handled (Programme wise) by temporary faculty: NIL
13. Student – Teacher Ratio (Programme wise) :

| Year | No. of Students | Ratio of Student-Teacher |
|------|-----------------|--------------------------|
| I | 34 | 34:1 |
| II | 40 | 40:1 |
| III | 44 | 44:1 |

14. Number of academic support staff (technical) and administrative staff sanctioned and filled : NIL
15. Qualifications of teaching faculty with D.Sc / D. Litt. /Ph.D. /M.Phil /PG.:
P.G., M.Phil.,
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : NIL
17. Departmental projects funded by DST – FIST, UGC, DBT, ICSSR, etc. and total grants received: NIL
18. Research Centre / facility recognized by the University: NIL
19. Publications: NIL
- Publication per faculty
 - Number of papers published in peer reviewed journals (National / International) by faculty and students
 - Number of publications listed in International Database (For Eg: Web of Science, Scopus, humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.)
 - Monographs
 - Chapter in Books
 - Books Edited
 - Books with ISBN/ISSN numbers with details of publishers
 - Citation Index
 - SNIP
 - SIR
 - Impact factor
 - H-index
20. Areas of consultancy and income generated :
NIL, Planning to establish Alumni
21. Faculty as members in
- National committees
 - International Committees
 - Editorial Boards
- NO --
22. Student Projects
- Percentage of students who have done in-house projects including inter departmental / programme : NIL
 - Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry / other agencies : NIL

23. Awards/ Recognitions received by faculty and students : NIL
 24. List of eminent academicians and Scientists / visitor to the department : NIL
 25. Seminars / Conferences / Workshops organized & the source of funding
 a. National : NIL
 b. International : NIL
 26. Student profile programme / course wise:

| Name of the Course / Programme (refer question No. 4) | Applications received | Selected | Enrolled | |
|--|-----------------------|----------|----------|----|
| | | | *M | *F |
| I B.A. H.E.P. (2013-14) | 54 | 44 | 31 | 13 |
| I B.A. H.E.P. (2012-13) | 65 | 52 | 37 | 15 |
| I B.A. H.E.P. (2011-12) | 70 | 58 | 35 | 23 |
| I B.A. H.E.P. (2010-11) | 75 | 60 | 42 | 18 |

*M = Male; *F = Female

27. Diversity of students :

| Name of the Course | % of students from the same state | % of students from other States | % of students from abroad |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| NIL | | | |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services, etc.? : NIL
 29. Student Progression

| Student Progression | Against % enrolled |
|---|--------------------|
| UG to PG | NIL |
| PG to M.Phil | NIL |
| PG to Ph.D. | NIL |
| Ph.D. to Post-Doctoral | NIL |
| Employed Campus selection Other than campus recruitment | NIL |
| Entrepreneurship / Self-employment | NIL |

30. Details of Infrastructural facilities
 e) Library : Yes, We have Departmental Library (55 Books)
 f) Internet facilities for Staff & Students : NO
 g) Class rooms with ICT facility : NO
 h) Laboratories : NO
 31. Number of students receiving financial assistance from college, university, government or other agencies:
 All S.C., S.T., B.C., E.B.C and Minority Students are getting Govt. Scholarship.
 32. Details on student enrichment programmes (Special lecturers / Workshops / Seminar) with external experts: NIL

33. Teaching methods adopted to improve student learning: Adopted

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

N.S.S., Blood Donation Camp, Plantation and AIDS rally conducted and participated

35. SWOC analysis of the department and Future plans:

- Creative writing of Temple's history in Chittoor Dist.
- To improve writing skills, creative writing of village history in chittoor Dist.
- To conduct Field trips/ Study Tours.
- To start Coaching for various Competitive Exams.

EVALUATE REPORT OF THE DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department : **ECONOMICS**
2. Year of Establishment : **1995**
3. Names of Programmes / Courses offered (UG): **B.A. H.E.P. (T.M)**
 1. I year Foundation Course was introduced
 2. Syllabus changed for the I, II, & III year during 2008-09
 3. III year – Paper – III has been completely changed and new topics were added in the Indian Economy.
 4. III Year – Paper – IV has been changed as Quantitative Techniques.
4. Names of interdisciplinary courses and the departments / Units involved : **NIL**
5. Annual / Semester / choice based credit system (Programme wise): **Annual System according to S.V.University guidelines, Tirupati.**
6. Participation of the department in the courses offered by other departments : **IHC & CIEP**
7. Courses in Collaboration with other universities, industries, foreign institutions, etc. : **NIL**
8. Details of Courses / Programmes discontinued (if any) with reasons : **NIL**
9. Number of Teaching posts :

| | Sanctioned | Filled |
|----------------------|------------|---|
| Professors | -- | -- |
| Associate Professors | -- | -- |
| Asst. Professors | 01 | 01(Filled with Contract Lecturer) |

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D. litt. / Ph.D. /M. Phil etc.,)

| Name | Qualification | Designation | Specialization | No. of years of Experience | No. of Ph.D. students guided for the last 4 Years |
|---------------------------|---------------|-------------------|----------------|----------------------------|---|
| Smt. J.Vishnupriya | M.A. | Contract Lecturer | Economics | 06 Years | NIL |

11. List of Senior visiting faculty : **NIL**
12. Percentage of lecturers delivered and practical classes handled (Programme wise) by temporary faculty: **NIL**

13. Student – Teacher Ratio (Programme wise) :

| Year | No. of Students | Ratio of Student-Teacher |
|------|-----------------|--------------------------|
| I | 33 | 33:1 |
| II | 40 | 40:1 |
| III | 41 | 41:1 |

14. Number of academic support staff (technical) and administrative staff sanctioned and filled : NIL

15. Qualifications of teaching faculty with D.Sc/D. Litt./Ph.D./M.Phil/PG.: P.G.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : NIL

17. Departmental projects funded by DST – FIST, UGC, DBT, ICSSR, etc. and total grants received: NIL

18. Research Centre / facility recognized by the University: NIL

19. Publications: NIL

- a. Publication per faculty
- b. Number of papers published in peer reviewed journals (National / International) by faculty and students
- c. Number of publications listed in International Database (For Eg: Web of Science, Scopus, humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.)
- d. Monographs
- e. Chapter in Books
- f. Books Edited
- g. Books with ISBN/ISSN numbers with details of publishers
- h. Citation Index
- i. SNIP
- j. SIR
- k. Impact factor
- l. H-index

20. Areas of consultancy and income generated : NIL, planning to establish Alumni

21. Faculty as members in

- a) National committees
 - b) International Committees
 - c) Editorial Boards
- NO --

22. Student Projects

- a) Percentage of students who have done in-house projects including inter departmental / programme : NIL
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry / other agencies : NIL

23. Awards/ Recognitions received by faculty and students : NIL

24. List of eminent academicians and Scientists / visitors to the department : NIL

25. Seminars / Conferences / Workshops organized & the source of funding

- a. National : NIL
b. International : NIL

26. Student profile programme / course wise:

| Name of the Course / Programme (refer question No. 4) | Applications received | Selected | Enrolled | |
|--|-----------------------|----------|----------|----|
| | | | *M | *F |
| I B.A. H.E.P. (2013-14) | 54 | 44 | 31 | 13 |
| I B.A. H.E.P. (2012-13) | 65 | 52 | 37 | 15 |
| I B.A. H.E.P. (2011-12) | 70 | 58 | 35 | 23 |
| I B.A. H.E.P. (2010-11) | 75 | 60 | 42 | 18 |

*M = Male; *F = Female

27. Diversity of students :

| Name of the Course | % of students from the same state | % of students from other States | % of students from abroad |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| NIL | | | |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services, etc.? : NIL

29. Student Progression

| Student Progression | Against % enrolled |
|---|--------------------|
| UG to PG | NIL |
| PG to M.Phil | NIL |
| PG to Ph.D. | NIL |
| Ph.D. to Post-Doctoral | NIL |
| Employed Campus selection Other than campus recruitment | NIL |
| Entrepreneurship / Self-employment | NIL |

30. Details of Infrastructural facilities

- a) Library : Yes, We have Departmental Library (49 Books)
b) Internet facilities for Staff & Students : NO
c) Class rooms with ICT facility : NO
d) Laboratories : NO

31. Number of students receiving financial assistance from college, university, government or other agencies:

All S.C., S.T., B.C., E.B.C and Minority Students are getting Govt. Scholarship.

32. Details on student enrichment programmes (Special lecturers / Workshops / Seminar) with external experts: NIL

33. Teaching methods adopted to improve student learning: Adopted

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

N.S.S., Blood Donation Camp, Plantation and AIDS rally conducted and participated

35. SWOC analysis of the department and Future plans:

- To guide the students who appeared for PG CET, LAW CET, EDCET etc.,
- To prepare the students for various Competitive Exams.
- To guide the students for self-employment programme.
- To conduct Field Strips/ Study Tours.

EVALUATE REPORT OF THE DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department : **Commerce**
2. Year of Establishment : 1995 B.Com(G),
2008-09 B.Com(CA)
3. Names of Programmes / Courses offered (UG): **B.Com(G), B.Com(CA)**
4. Names of interdisciplinary courses and the departments / Units involved
: **Computer Application B.Com(CA)**
5. Annual / Semester / choice based credit system (Programme wise):
Annual System according to S.V.University Guidelines, Tirupati.
6. Participation of the department in the courses offered by other departments :
Introduction to Computer, Entrepreneurship Principles & Concepts , HVPE
7. Courses in Collaboration with other universities, industries, foreign institutions, etc. : **NIL**
8. Details of Courses / Programmes discontinued (if any) with reasons : **NIL**
9. Number of Teaching posts :

| | Sanctioned | Filled |
|----------------------|------------|--------|
| Professors | -- | -- |
| Associate Professors | -- | -- |
| Asst. Professors | 03 | 01 |

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D. litt. / Ph.D. /M. Phil etc.,)

| Name | Qualification | Designation | Specialization | No. of years of Experience | No. of Ph.D. students guided for the last 4 Years |
|--------------------------|---------------------------|--------------------|----------------|----------------------------|---|
| Smt. A. Devaki | M.Com. | Asst. Professor | CMA | J.L. – 08 D.L. - 04 | NIL |
| Dr.B. Sakunthala | M.Com., Ph.D., B.L. | Part Time Lecturer | Banking | 20 | NIL |
| Sri. A. Sudhakar | M.Com. | Contract Lecturer | CMA | 3 | NIL |
| Kum. G. Bharghavi | B.Tech | Guest Lecturer | Computers | 3 | NIL |
| Sri. P. Karthik | M.C.A. | Guest Lecturer | Computers | 3 | NIL |

11. List of Senior visiting faculty :

- a) **Dr. M. Madhusudhana Varma**,
Principal,
Govt. Degree College,
Pathapatnam,
Srikakulam Dist.
- b) **Dr.S.VijayuluReddy**.
Reader in Commerce,
GDC, Venkatagiri.
- c) **Dr. A. Malleswari Rani**,
Associate Proffessor,
Dept. Of Commerce,
S.P.W. Degree & P.G.College,
Tirupati.
- d) **Smt. V. Vasavi**,
Lecturer in Commerce,
Govt. Degree College,
Nagari.

12. Percentage of lecturers delivered and practical classes handled (Programme wise) by temporary faculty: 80%

13. Student – Teacher Ratio (Programme wise) : **3:76 B.Com(G)**

2:52 B.Com(CA)

14. Number of academic support staff (technical) and administrative staff sanctioned and filled : **NIL**

15. Qualifications of teaching faculty with D.Sc / D. Litt. /Ph.D. /M.Phil /PG.:

P.G. : 03

Ph.D. : 01

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST – FIST, UGC, DBT, ICSSR, etc. and total grants received: **NIL**

18. Research Centre / facility recognized by the University: **NIL**

19. Publications: **List enclosed**

- a. Publication per faculty
- b. Number of papers published in peer reviewed journals (National / International) by faculty and students
- c. Number of publications listed in International Database (For Eg: Web of Science, Scopus, humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.)
- d. Monographs
- e. Chapter in Books
- f. Books Edited
- g. Books with ISBN/ISSN numbers with details of publishers
- h. Citation Index
- i. SNIP
- j. SIR
- k. Impact factor
- l. H-index

20. Areas of consultancy and income generated: NIL
21. Faculty as members in : NIL
- a) National committees b) International Committees c) Editorial Boards
22. Student Projects:
- a) Percentage of students who have done in-house projects including inter departmental / programme: 50%
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry / other agencies: 20%
23. Awards/ Recognitions received by faculty and students: 03 (List enclosed)
24. List of eminent academicians and Scientists / visitors to the department: 02(List enclosed)
25. Seminars / Conferences / Workshops organized & the source of funding
- a. National : NIL
- b. International : NIL
26. Student profile programme / course wise:

| Name of the Course / Programme (refer question No. 4) | Applications received | Selected | Enrolled | |
|--|-----------------------|----------|----------|----|
| | | | M | F |
| I B.Com(G) (2012-13) | 20 | 13 | 07 | 06 |
| I B.Com(G) (2011-12) | 27 | 23 | 19 | 04 |
| I B.Com(G) (2010-11) | 65 | 56 | 39 | 17 |
| I B.Com(G) (2009-10) | 25 | 20 | 10 | 10 |
| I B.Com(CA) (2012-13) | 25 | 21 | 17 | 04 |
| I B.Com(CA) (2011-12) | 20 | 13 | 08 | 05 |
| I B.Com(CA) (2010-11) | 34 | 27 | 23 | 04 |
| I B.Com(CA) (2009-10) | 19 | 15 | 10 | 05 |

M = Male F = Female

27. Diversity of students

| Name of the Course | % of students from the same state | % of students from other States | % of students from abroad |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| NIL | | | |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services, etc.?: NIL

29. Student Progression

| Student Progression | Against % enrolled |
|------------------------------------|--------------------|
| UG to PG | 50% |
| PG to M.Phil | -- |
| PG to Ph.D. | -- |
| Ph.D. to Post-Doctoral | -- |
| Employed | 10% |
| Campus selection | |
| Other than campus recruitment | |
| Entrepreneurship / Self-employment | 25% |

30. Details of Infrastructural facilities

- a) Library: YES
- b) Internet facilities for Staff & Students: YES
- c) Class rooms with ICT facility: YES
- d) Laboratories: YES

31. Number of students receiving financial assistance from college, university, government or other agencies:

All S.C., S.T., B.C., E.B.C and Minority Students are getting Govt. Scholarship.

32. Details on student enrichment programmes (Special lecturers / Workshops / Seminar) with external experts: Yes List enclosed

33. Teaching methods adopted to improve student learning:

CD's, PPT, Students Seminars, Student Study Projects, Guest Lecturer, Group Discussion, Debates, JAM, Role Play, etc.,

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

Red Ribbion Club, Consumar Club, AIDs Rally, Eco-Club conducted and participated

35. SWOC analysis of the department and Future plans:

- Department is having Computer Lab.
- To participate National and international Seminars by the faculty.
- Planning to conduct Field Trips and Study Tours.
- Planning to give coaching for various competitive exams
- Conduction of Add on Courses like DCA, PGDCA, and Tally.
- Prevention and Participation in National and International Seminars by faculty.
- Attended Orientation courses & Refresher courses, Workshops, Training programmes.
- Taking students to field trips to industries.
- Taking students to participate in career counselling.
- Participation in Yuvatharagam programmes.
- Conduction of Job Melas.
- Participation of students in sports & games at District & State level.
- In spot painting one student participated at state level.

- One student is skilled in Herbal Medical plants & Medicines.
- Maintenance of Dept. of Library.
- Watching MANA TV programmes of concerned subjects.

Participation / Presentation of Seminars by Smt. A. Devaki,
Lecturer in Commerce, GDC, Karvetinagaram.

| Sl. No | Date | Department Organised | University/ College | Seminar Title | Participated / Presented |
|--------|--|---------------------------------------|--|---|--------------------------|
| 1 | 25 th & 26 th Feb. 2012 | Dept. of Commerce | S.V.University, Tirupati | A Two-day National Seminar on “Customer’s Perception on Usage of Internet Banking” | Presented |
| 2 | 2 nd & 3 rd March 2012 | Dept. of Commerce | Silver Jubilee Govt. College(A), Kurnool | Globalization: Emerging Trends in Indian Entrepreneurship – Two day UGC National Seminar(UGC Sponsored) | Presented |
| 3 | 20,21 March 2012 | Dept. of Audit & Continuing Education | S.V.University, Tirupati | “ National Seminar on career Guidance and Counseling programmes in Educational Institution” UGC-Special Assistance Programme(DRS-I) | Presented |
| 4 | 28 th & 29 th March 2012 | Centre for Women’s studies | S.V.University, Tirupati | Two day National Seminar on “ Recognition & Elimination of sexual Harassment at Higher Education Institutions”. | Presented |
| 5 | 22-23 December 2012 | Dept. of Commerce | S.V.University, Tirupati | Two day National Seminar on “Risk and insurance management – Contemporary issues and challenges.” | Presented |

| | | | | | |
|----|---|---|---|---|--------------|
| 6 | 23 rd & 24 th Jan 2013 | Dept. of Commerce | NTR Govt. Degree College, Valmikipuram | National Seminar on Consumer Rights – Consumer protection Laws(Commissions and Councils) | Presented |
| 7 | 27 th March 2013 | Dept. of Commerce | Governeemnt Degree &PG College, Puttur | Impacts of NREGS on the Empowerment of Women | Presented |
| 8 | 28 th – 29 th Dec 2013 | Dept. of Commerce | PVKN Govt. Degree College, Chittoor | Self Help Groups their impact on Generation of rural Employment | Participated |
| 9 | 14 th & 15 th Feb. 2014 | Department of Management Studies | Sree Vidyaniketan Institute of Management, Sreesainath Nagar, A. Rangampet, Tirupati | Information Technology in the Banking Sector opportunities and Strategies. | Presented |
| 10 | 22 nd & 23 rd March 2014 | Dept. of Commerce | S.V.University, Tirupati | Institutional Finance to Micro, Small& Medium Enterprises | Presented |
| 11 | 30 th & 31 st Jan 2013 | Dept. of Commerce | S.V.University, Tirupati | International Conference on Corporate Governance – Emerging Issues & Global Changes | Participated |

**Participation / Presentation of Seminars by Dr. B. Sakunthala,
PTL in Commerce, GDC, Karvetinagaram during 2014-15.**

| S.No | Date | Department Organised | University/ College | Seminar Title | Participated / Presented |
|------|--|----------------------|--|---|--------------------------|
| 1 | 22 nd & 23 rd March 2014 | Dept. of Commerce | S.V.University, Tirupati | A Two-day National Seminar on “Problems and prospects of Micro, Small and Medium Enterprises in India” | Participated |
| 2 | 10 th & 11 th July 2014 | Dept. of Telugu | Visvodaya Govt. Degree College, Venkatagiri, SPSR Nellore Dist, A.P. | Telugu Prajasa Smuthi Pathamlo Gurajada Apparao – Two day UGC National Seminar | Presented |
| 3 | 5 th & 6 th Sep. 2014 | Dept. of Commerce | Govt. Degree College, Rajampeta | Perceptions of the Stock market investors – A Case Study – A Two day National Seminars (UGC Sponsored) | Presented |
| 4 | 18 th Sept. 2014 | IQAC | SKR Govt. Degree College, Gudur, SPSR Nellore(DT) | IQAC in Ensuring Quality Education in the colleges of A.P. – Role – UGC Sponsered state level seminar & Special | Presented |

| | | | | | |
|----|---|--------------------|---|---|--|
| | | | | lecture workshop – one day | |
| 5 | 27 th Sep. 2014 | Dept. of Economics | Govt. Degree & P.G. College, Puttur, Chittoor Dist. | “ FDI flows and Investment policies in India” – One day UGC National Seminar | Presented |
| 6 | 14 th & 15 th Nov. 2014 | Dept. of Economics | VSM College, Ramachandrapuram, East Godavari Dist. | Trends in Human Development Index of India – Two day National Seminars (UGC) | Accepted for Presentation & Publications |
| 7 | 9 th – 10 th October 2012 | Dept. of Commerce | S.V. University, Tirupati | National Seminar on “E-filling Problems” | Presented |
| 8 | 25 th & 26 th Feb 2012 | Dept. of Commerce | S.V. University, Tirupati | UGC National Seminar on “ Emerging Challenges in Electronic Banking” | Presented |
| 9 | 18 th & 19 th March 2013 | Dept. of Commerce | V.S.U. Degree College, Nellore | UGC National Seminar on Act Foreign Direct Investments (FDI) in retail Sector issues and Concerns for India | Presented |
| 10 | October 2012 | Dept. of Commerce | Nagarjuna University, Guntur | UGC National Seminar on “ Emerging trends in Commercial Banking in India” | Presented |
| 11 | 30 th & 31 st Jan 2013 | Dept. of Commerce | S.V. University, Tirupati | International Conference on Corporate Governance “ Emerging issues and Global Challenges” | Presented |

EVALUATE REPORT OF THE DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department : **MATHEMATICS**
2. Year of Establishment : **2009**
3. Names of Programmes / Courses offered (UG): **B.Sc. M.P.C (T.M)**
4. Names of interdisciplinary courses and the departments / Units involved: **NIL**
5. Annual / Semester / choice based credit system (Programme wise):
Annual System according to S.V.University, Tirupati.
6. Participation of the department in the courses offered by other departments :
Introduction to Computers, Environmental Sciences.
7. Courses in Collaboration with other universities, industries, foreign institutions, etc. : **NIL**
8. Details of Courses / Programmes discontinued (if any) with reasons : **NIL**
9. Number of Teaching posts :

| | Sanctioned | Filled |
|----------------------|------------|-----------------------------------|
| Professors | | |
| Associate Professors | | |
| Asst. Professors | 01 | 01(Filled with Contract Lecturer) |

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D. litt. / Ph.D. /M. Phil etc.,)

| Name | Qualification | Designation | Specialization | No. of years of Experience | No. of Ph.D. students guided for the last 4 Years |
|---------------------|---------------|-------------------|----------------|----------------------------|---|
| Smt. R. Jayalakshmi | M.Sc. | Contract Lecturer | Mathematics | 09 Years | NIL |

11. List of Senior visiting faculty : **NIL**
12. Percentage of lecturers delivered and practical classes handled (Programme wise) by temporary faculty: **NIL**
13. Student – Teacher Ratio (Programme wise) : **22 : 1**
14. Number of academic support staff (technical) and administrative staff sanctioned and filled : **NIL**
15. Qualifications of teaching faculty with D.Sc / D. Litt. /Ph.D. /M.Phil /PG.: **PG**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**
17. Departmental projects funded by DST – FIST, UGC, DBT, ICSSR, etc. and total grants received: **NIL**
18. Research Centre / facility recognized by the University: **NIL**
19. Publications: **NIL**
- Publication per faculty
 - Number of papers published in peer reviewed journals (National / International) by faculty and students
 - Number of publications listed in International Database (For Eg: Web of Science, Scopus, humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.)
 - Monographs
 - Chapter in Books
 - Books Edited
 - Books with ISBN/ISSN numbers with details of publishers
 - Citation Index
 - SNIP
 - SIR
 - Impact factor
 - H-index
20. Areas of consultancy and income generated: **NIL**
21. Faculty as members in : **NIL**
- National committees
 - International Committees
 - Editorial Boards
22. Student Projects
- Percentage of students who have done in-house projects including inter departmental / programme: **NIL**
 - Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry / other agencies: **NIL**
23. Awards/ Recognitions received by faculty and students: **NIL**
24. List of eminent academicians and Scientists /visitors to the department: **NIL**
25. Seminars / Conferences / Workshops organized & the source of funding
- National : **NIL**
 - International : **NIL**
26. Student profile programme / course wise:

| Name of the Course / Programme (refer question No. 4) | Applications received | Selected | Enrolled | |
|--|-----------------------|----------|----------|----|
| | | | M | F |
| I B.Sc (2014-15) | 25 | 10 | 08 | 02 |
| I B.Sc (2013-14) | 28 | 17 | 07 | 10 |

| | | | | |
|------------------|-----|-----|----|----|
| I B.Sc (2012-13) | NIL | NIL | -- | -- |
| I B.Sc (2011-12) | NIL | NIL | -- | -- |
| I B.Sc (2010-11) | 21 | 15 | 07 | 08 |
| I B.Sc (2009-10) | 23 | 15 | 07 | 08 |

M = Male F = Female

27. Diversity of students

| Name of the Course | % of students from the same state | % of students from other States | % of students from abroad |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| NIL | | | |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services, etc.? : NIL

29. Student Progression

| Student Progression | Against % enrolled |
|---|--------------------|
| UG to PG | NIL |
| PG to M.Phil | NIL |
| PG to Ph.D. | NIL |
| Ph.D. to Post-Doctoral | NIL |
| Employed Campus selection Other than campus recruitment | NIL |
| Entrepreneurship / Self-employment | NIL |

30. Details of Infrastructural facilities

- i) Library : NIL
- j) Internet facilities for Staff & Students : NIL
- k) Class rooms with ICT facility : NIL
- l) Laboratories : Yes

31. Number of students receiving financial assistance from college, university, government or other agencies :

All S.C., S.T., B.C., E.B.C and Minority Students are getting Govt. Scholarship.

32. Details on student enrichment programmes (Special lecturers / Workshops / Seminar) with external experts: NIL

33. Teaching methods adopted to improve student learning:

PPT Presentation, Guest Lecture, Students Seminars, Mana TV Lessons, Charts and Models etc.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- ❖ Participated in AIDS rally on December 1st AIDS Day
- ❖ Participated in the rally of Telugu Basha Dinosthavam,
- ❖ General Mathematics exam to conducted to all students on Dec. 22nd 2013.

35. SWOC analysis of the department and Future plans:

- To conduct Field Strips/ Study Tours.
- To start Coaching for various Competitive Exams.
- To visit Science exhibition at Tirupati.

EVALUATE REPORT OF THE DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department : **PHYSICS**
2. Year of Establishment : **2009**
3. Names of Programmes / Courses offered (UG): **B.Sc. M.P.C (T.M)**
4. Names of interdisciplinary courses and the departments / Units involved : **NIL**
5. Annual / Semester / choice based credit system (Programme wise):

Annual System according to S.V.University, Tirupati.

6. Participation of the department in the courses offered by other departments :
Environmental Sciences.
7. Courses in Collaboration with other universities, industries, foreign institutions, etc. : **NIL**
8. Details of Courses / Programmes discontinued (if any) with reasons : **NIL**
9. Number of Teaching posts :

| | Sanctioned | Filled |
|----------------------|------------|-----------------------------------|
| Professors | | |
| Associate Professors | | |
| Asst. Professors | 01 | 01(Filled With Contract Lecturer) |

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D. litt. / Ph.D. /M. Phil etc.,)

| Name | Qualification | Designation | Specialization | No. of years of Experien | No. of Ph.D. students guided for the |
|------|---------------|-------------|----------------|--------------------------|--------------------------------------|
| | | | | | |

| | | | | ce | last 4 Years |
|--------------------|--------------|-------------------|-------------|----------|--------------|
| Sri. M. Rajasekhar | M.Sc, M.Ed., | Contract Lecturer | Electronics | 05 Years | NIL |

11. List of Senior visiting faculty : **NIL**
12. Percentage of lecturers delivered and practical classes handled (Programme wise) by temporary faculty: **NIL**
13. Student – Teacher Ratio (Programme wise) : **22 : 1**
14. Number of academic support staff (technical) and administrative staff sanctioned and filled : **NIL**
15. Qualifications of teaching faculty with D.Sc/D. Litt./Ph.D./M.Phil /PG.: **P.G.**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**
17. Departmental projects funded by DST – FIST, UGC, DBT, ICSSR, etc. and total grants received: **NIL**
18. Research Centre / facility recognized by the University: **NIL**
19. Publications: **NIL**
- Publication per faculty
 - Number of papers published in peer reviewed journals (National / International) by faculty and students
 - Number of publications listed in International Database (For Eg: Web of Science, Scopus, humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.)
 - Monographs
 - Chapter in Books
 - Books Edited
 - Books with ISBN/ISSN numbers with details of publishers
 - Citation Index
 - SNIP
 - SIR
 - Impact factor
 - H-index
20. Areas of consultancy and income generated: **NIL**
21. Faculty as members in : **NIL**
- National committees
 - International Committees
 - Editorial Boards
22. Student Projects

- a) Percentage of students who have done in-house projects including inter departmental / programme: **NIL**
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry / other agencies: **NIL**

23. Awards/ Recognitions received by faculty and students: **NIL**

24. List of eminent academicians and Scientists / visitors to the department : **NIL**

25. Seminars / Conferences / Workshops organized & the source of funding

- a. National : **NIL**
- b. International : **NIL**

26. Student profile programme / course wise:

| Name of the Course / Programme (refer question No. 4) | Applications received | Selected | Enrolled | |
|--|-----------------------|----------|----------|----|
| | | | M | F |
| I B.Sc (2014-15) | 25 | 10 | 08 | 02 |
| I B.Sc (2013-14) | 28 | 17 | 07 | 10 |
| I B.Sc (2012-13) | NIL | NIL | -- | -- |
| I B.Sc (2011-12) | NIL | NIL | -- | -- |
| I B.Sc (2010-11) | 21 | 15 | 07 | 08 |
| I B.Sc (2009-10) | 23 | 15 | 07 | 08 |

M = Male F = Female

27. Diversity of students

| Name of the Course | % of students from the same state | % of students from other States | % of students from abroad |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| NIL | | | |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services, etc.?: **NIL**

29. Student Progression

| Student Progression | Against % enrolled |
|------------------------|--------------------|
| UG to PG | NIL |
| PG to M.Phil | NIL |
| PG to Ph.D. | NIL |
| Ph.D. to Post-Doctoral | NIL |

| | |
|---|-----|
| Employed Campus selection Other than campus recruitment | NIL |
| Entrepreneurship / Self-employment | NIL |

30. Details of Infrastructural facilities

- a) Library : Yes, We have departmental Library & 06 Books are available
- b) Internet facilities for Staff & Students : NIL
- c) Class rooms with ICT facility : NIL
- d) Laboratories : Yes

31. Number of students receiving financial assistance from college, university, government or other agencies :
All S.C., S.T., B.C., E.B.C and Minority Students are getting Govt. Scholarship.

32. Details on student enrichment programmes (Special lecturers / Workshops / Seminar) with external experts: NIL

33. Teaching methods adopted to improve student learning:

PPT Presentation, Guest Lecture, Students Seminars, Mana TV Lessons, Charts and Models etc.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- ❖ Participated in AIDS rally on December 1st AIDS Day
- ❖ Participated in RED RIBBON CLUB.

35. SWOC analysis of the department and Future plans:

- To conduct Field trips/ Study Tours.
- To advice preparation for various Competitive Exams.
- To visit Science exhibition at Tirupati.
- To planning for conducting a seminar on World Science Day (Feb 28th 2015).

EVALUATE REPORT OF THE DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department : **CHEMISTRY**
2. Year of Establishment : **2009**
3. Names of Programmes / Courses offered (UG): **B.Sc. M.P.C (T.M)**
4. Names of interdisciplinary courses and the departments / Units involved : **NIL**
5. Annual / Semester / choice based credit system (Programme wise):
Annual System according to S.V.University, Tirupati.
6. Participation of the department in the courses offered by other departments :
Environmental Sciences.
7. Courses in Collaboration with other universities, industries, foreign institutions, etc. : **NIL**
8. Details of Courses / Programmes discontinued (if any) with reasons : **NIL**
9. Number of Teaching posts :

| | Sanctioned | Filled |
|----------------------|------------|------------------------------------|
| Professors | | |
| Associate Professors | | |
| Asst. Professors | 01 | 01(Filled with Contract lecturer) |

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D. litt. / Ph.D. /M. Phil etc.,)

| Name | Qualification | Designation | Specialization | No. of years of Experience | No. of Ph.D. students guided for the last 4 Years |
|--------------------|-----------------|-------------------|-------------------|----------------------------|---|
| Sri. O. Hariprasad | M.Sc. B.Ed., | Contract Lecturer | Organic Chemistry | 06 Years | NIL |
| | | | | | |

11. List of Senior visiting faculty : 1) Dr. K. Aruna Kumar, Associate Professor, Dept. of Chemistry, Govt. Degree College, Puttur.
2) Sri. G. Radha Krishna, Lecturer in Chemistry, Govt. Degree College, Puttur.
3) Smt. P. Jeevana Jyothi, Assistant Professor, Govt. Degree College, Puttur.

12. Percentage of lecturers delivered and practical classes handled (Programme wise) by temporary faculty: **NIL**
13. Student – Teacher Ratio (Programme wise) : **22 : 1**
14. Number of academic support staff (technical) and administrative staff sanctioned and filled : **NIL**
15. Qualifications of teaching faculty with D.Sc/D. Litt./Ph.D./M.Phil /PG.: **P.G.**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**
17. Departmental projects funded by DST – FIST, UGC, DBT, ICSSR, etc. and total grants received: **NIL**
18. Research Centre / facility recognized by the University: **NIL**
19. Publications: **NIL**
- Publication per faculty
 - Number of papers published in peer reviewed journals (National / International) by faculty and students: **01, UGC National Seminar presented paper on**
 - Number of publications listed in International Database (For Eg: Web of Science, Scopus, humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.)
 - Monographs
 - Chapter in Books
 - Books Edited
 - Books with ISBN/ISSN numbers with details of publishers
 - Citation Index
 - SNIP

- j. SIR
- k. Impact factor
- l. H-index
- 20. Areas of consultancy and income generated: **NIL**
- 21. Faculty as members in : **NIL**
 - a) National committees
 - b) International Committees
 - c) Editorial Boards
- 22. Student Projects
 - a) Percentage of students who have done in-house projects including inter departmental / programme: **NIL**
 - b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry / other agencies: **NIL**
- 23. Awards/ Recognitions received by faculty and students: **NIL**
- 24. List of eminent academicians and Scientists / visitors to the department : **NIL**
- 25. Seminars / Conferences / Workshops organized & the source of funding
 - a. National : **NIL**
 - b. International : **NIL**
- 26. Student profile programme / course wise:

| Name of the Course / Programme (refer question No. 4) | Applications received | Selected | Enrolled | |
|--|-----------------------|----------|----------|----|
| | | | M | F |
| I B.Sc (2014-15) | 25 | 10 | 08 | 02 |
| I B.Sc (2013-14) | 28 | 17 | 07 | 10 |
| I B.Sc (2012-13) | NIL | NIL | -- | -- |
| I B.Sc (2011-12) | NIL | NIL | -- | -- |
| I B.Sc (2010-11) | 21 | 15 | 07 | 08 |
| I B.Sc (2009-10) | 23 | 15 | 07 | 08 |

M = Male F = Female

27. Diversity of students

| 28. How many | Name of the Course | % of students from the same state | % of students from other States | % of students from abroad |
|--------------|--------------------|-----------------------------------|---------------------------------|---------------------------|
| | | NIL | | |

any students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services, etc.?: **NIL**

29. Student Progression

| Student Progression | Against % enrolled |
|------------------------------|--------------------|
| UG to PG | NIL |
| PG to M.Phil | NIL |
| PG to Ph.D. | NIL |
| Ph.D. to Post-Doctoral | NIL |
| Employed Campus selection | NIL |

| | |
|------------------------------------|-----|
| Other than campus recruitment | |
| Entrepreneurship / Self-employment | NIL |

30. Details of Infrastructural facilities

- e) Library : Yes
 f) Internet facilities for Staff & Students : Yes
 g) Class rooms with ICT facility : Yes
 h) Laboratories : Yes

31. Number of students receiving financial assistance from college, university, government or other agencies :
 All S.C., S.T., B.C., E.B.C and Minority Students are getting Govt. Scholarship.

32. Details on student enrichment programmes (Special lecturers / Workshops / Seminar) with external experts: NIL

33. Teaching methods adopted to improve student learning:

PPT Presentation, Guest Lecture, Students Seminars, Mana TV Lessons, Charts and Models etc.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- ❖ Participated in AIDS rally on December 1st AIDS Day
- ❖ Participated in the rally of Telugu Basha Dinosthavam,

35. SWOC analysis of the department and Future plans:

- To conduct Field Strips/ Study Tours.
- To start Coaching for various Competitive Exams.
- To visit Science exhibition at Tirupati.
- To planning for conducting a seminar on World Science Day (Feb 28th).

EVALUATE REPORT OF THE DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department : **PHYSICAL EDUCATION**
2. Year of Establishment : **2009**
3. Names of Programmes / Courses offered (UG): **NIL**
4. Names of interdisciplinary courses and the departments / Units involved: **NIL**
5. Annual / Semester / choice based credit system (Programme wise): **NIL**
6. Participation of the department in the courses offered by other departments :
NIL
7. Courses in Collaboration with other universities, industries, foreign institutions, etc. : **NIL**
8. Details of Courses / Programmes discontinued (if any) with reasons : **NIL**
9. Number of Teaching posts :

| | Sanctioned | Filled |
|----------------------|------------|--------|
| Professors | | |
| Associate Professors | | |
| Asst. Professors | 01 | 01 |

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D. litt. / Ph.D. /M. Phil etc.,)

| Name | Qualification | Designation | Specialization | No. of years of Experience | No. of Ph.D. students guided for the last 4 Years |
|------------------------------|---|-------------------|----------------|----------------------------|---|
| Dr. P. Munikrishnaiah | M.A., M.P.Ed., M.Phil., Ph.D. NET., | Physical Director | Hockey | 26 Years | NIL |

11. List of Senior visiting faculty : **NIL**
12. Percentage of lecturers delivered and practical classes handled (Programme wise) by temporary faculty: **NIL**
13. Student – Teacher Ratio (Programme wise) : **23 : 1**
14. Number of academic support staff (technical) and administrative staff sanctioned and filled : **NIL**

15. Qualifications of teaching faculty with D.Sc / D. Litt. /Ph.D. /M.Phil /PG.:

Ph.D

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST – FIST, UGC, DBT, ICSSR, etc. and total grants received: **NIL**

18. Research Centre / facility recognized by the University: **NIL**

19. Publications: **NIL**

- a. Publication per faculty
- b. Number of papers published in peer reviewed journals (National / International) by faculty and students
- c. Number of publications listed in International Database (For Eg: Web of Science, Scopus, humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.)
- d. Monographs
- e. Chapter in Books
- f. Books Edited
- g. Books with ISBN/ISSN numbers with details of publishers
- h. Citation Index
- i. SNIP
- j. SIR
- k. Impact factor
- l. H-index

20. Areas of consultancy and income generated:

- Teaching Yoga Classes to the Students.

21. Faculty as members in : **NIL**

- b) National committees
- b) International Committees
- c) Editorial Boards

22. Student Projects

- c) Percentage of students who have done in-house projects including inter departmental / programme: **NIL**
- d) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry / other agencies: **NIL**

23. Awards/ Recognitions received by faculty and students: **NIL**

24. List of eminent academicians and Scientists / visitors to the department : **NIL**

25. Seminars / Conferences / Workshops organized & the source of funding

- a. National : **NIL**
- b. International : **NIL**

26. Student profile programme / course wise:

| Name of the Course / Programme (refer question | Applications received | Selected | Enrolled |
|--|-----------------------|----------|----------|
|--|-----------------------|----------|----------|

| No. 4) | | | M | F |
|--------------------------|-----|-----|----|----|
| I B.A. (2013-14) | 54 | 44 | 31 | 13 |
| I B.A.(2012-13) | 65 | 52 | 37 | 15 |
| I B.A.(2011-12) | 70 | 58 | 35 | 23 |
| I B.A.(2010-11) | 75 | 60 | 42 | 18 |
| I B.com (G&CA) {2013-14} | 74 | 40 | 30 | 10 |
| I B.com (G&CA) {2012-13} | 45 | 34 | 24 | 10 |
| I B.com (G&CA) {2011-12} | 47 | 36 | 27 | 09 |
| I B.com (G&CA) {2010-11} | 99 | 83 | 62 | 21 |
| I B.Sc (2013-14) | 28 | 17 | 11 | 06 |
| I B.Sc (2012-13) | NIL | NIL | -- | -- |
| I B.Sc (2011-12) | NIL | NIL | -- | -- |
| I B.Sc (2010-11) | 21 | 15 | 07 | 08 |

Male F = Female

27. Diversity of students

| Name of the Course | % of students from the same state | % of students from other States | % of students from abroad |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| NIL | | | |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services, etc.?: **NIL**

29. Student Progression

| Student Progression | Against % enrolled |
|---|--------------------|
| UG to PG | NIL |
| PG to M.Phil | NIL |
| PG to Ph.D. | NIL |
| Ph.D. to Post-Doctoral | NIL |
| Employed Campus selection Other than campus recruitment | NIL |
| Entrepreneurship / Self-employment | NIL |

30. Details of Infrastructural facilities

- i) Library : Yes, We have departmental Library & 06 Books are available
- j) Internet facilities for Staff & Students : NIL
- k) Class rooms with ICT facility : NIL
- l) Laboratories : Yes

31. Number of students receiving financial assistance from college, university, government or other agencies :

All S.C., S.T., B.C., E.B.C and Minority Students are getting Govt. Scholarship.

32. Details on student enrichment programmes (Special lecturers / Workshops / Seminar) with external experts: NIL

33. Teaching methods adopted to improve student learning:

Encouraging students to participate in various sports meets and Competition.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- ❖ Participated in AIDS rally on December 1st AIDS Day
- ❖ Participated in RED RIBBON CLUB.
- ❖ Working as a NSS Programme Officer.

35. SWOC analysis of the department and Future plans:

- To conduct Field trips/ Games Tours.
- To advice preparation for various Competitions in Games & Sports.

16/8/10
To
B.S.



SRI VENKATESWARA UNIVERSITY : TIRUPATI

No 13211/CIII(6)/2009-10

Date: 22-07-2010

| | |
|---|---|
| FROM THE REGISTRAR S.V.UNIVERSITY | TO The Principal Govt. Degree College Karvetinagaram, Chittoor District. |
|---|---|

Sir,

Sub- S. V. University –Affiliated Degree Colleges –Govt Degree College,
Karvetinagaram - Chittoor District - Grant of Permanent affiliation for the existing
courses /combinations from the academic year 2009-10-Executive Council
Resolution- Communicated-Regarding

- Ref - 1. Your letter No 521/A/2009-10 dated 13-08-2009
2. This office letter No C-III(6)/2009-10 dated 30-08-2009
3. Inspection Commission's Report dated 13-10-2009
4. This office letter of even no. dated: 20-03-2010
5. Executive Council Resolution No D-2 dated: 18-06-2010
6. Vice - Chancellor's Orders dated 15-07-2010

With reference to your letter 1st cited, I am, by direction to inform you that on the
recommendations of the Inspection Commission, 3rd cited, the matter relating to considering of
permanent affiliation for the following existing courses/combinations offered in your college has
been placed before the Executive Council in its meeting held on 18-06-2010 vide reference 5th
cited and the Executive Council Resolution as follows:

**"Resolved that the permanent affiliation be granted to Govt. Degree College,
Karvetinagaram, Chittoor District for the following existing Courses/Combinations from the
academic year 2009-10."**

B.A. - History, Economics, Political Science TM 60 seats
B.Com - General TM 60 seats

The receipt of this letter may kindly be acknowledged

Yours faithfully,

Sd/- Prof. J. PRATAP REDDY
REGISTRAR

- Copy to the Commissioner of Collegiate Education, Government of A.P. Hyderabad
500 028 for information
Copy to the Controller of Examinations: Addl. Controller of Examinations AAO (U.G)
Exams AAO (Academic) S.V. University for information
Copy to the P.S. to the Vice-Chancellor P.A. to the Rector/Registrar Dean CDC SVU for
information
Copy to the Superintendent, C-I, B-I, B-II, B-III Sections, S.V.U. Office for information and
necessary action
Copy to record section/ Copy to file

1



SRI VENKATESWARA UNIVERSITY : TIRUPATI

R.O.C.No. 13211/C-III(6)/2009-10

Date: 20-03-2010

| | |
|---------------------------------|---|
| THE REGISTRAR S.V.UNIVERSITY | TO The Principal Govt. Degree College Karvetinagaram Chittoor District. |
|---------------------------------|---|

Sir,

Sub:- S. V. University -Affiliated Degree Colleges - Govt Degree College, Karvetinagaram, Chittoor Extension of temporary conditional affiliation for the remaining existing courses/combinations for the academic year 2009-10-Regarding

- Ref :- 1. Your letter No.533/A/2009-10 dated 13-08-2009
2. This office letter No.CII(E)/Foundation Course/2009, dated 18-7-2009.
3. This office letter No.C-III(4,5&6)/2009-10 dated 30-08-2009
4. Inspection Commission's Report dated 13-10-2009
5. Vice - Chancellor's Orders dated 10-03-2010.

With reference to your proposal 1st cited, on the recommendations of the Inspection Commission, 4th cited, in view of urgency and pending ratification by the Executive Council /Academic Senate, extension of temporary conditional affiliation is granted to your College for the following remaining existing courses/combinations subject to fulfillment of the conditions stipulated by the Commissioner of Collegiate Education/ Govt., of A.P., if any and also other general conditions as laid down in Chapter XI of the Laws of the University.

| | |
|---------------------------------------|-------------|
| B.Sc. Mathematics, Physics, Chemistry | TM 60 seats |
| B.Sc. Botany, Zoology, Chemistry | TM 60 seats |
| B.Com - Computer Applications | EM 60 seats |

The following are the revised subjects under Part-I and Part-II from the academic year 2009-10.

Part-I

- (a) English Language including Communication skill
(b) Telugu

Part-II

1. Foundation Course : "Indian Heritage, Culture, Contemporary Economy and Policy" (in place of Part - I(C) Indian Heritage and Culture & Science and Civilization)
2. Computer Course: "Introduction to Computer" (For those students who do not have any Computer Paper as one of the Core Subjects)
3. Non-Computer Course: "Entrepreneurship Principles and Concept" (For those students who are having Computer Paper as one of the Core Subjects)

Further, I am to inform you that the Courses/Combinations which have completed more than 5 years of its establishment and which were recommended for Permanent Affiliation from the academic year 2009-10 by the University Inspection Commission, has been placed before the Executive Council meeting for its consideration and approved. Its decision is awaited.

Therefore, I am, by direction, to request you to take necessary steps for fulfilling the conditions stipulated in the Commissioner of Collegiate Education, Govt. of Andhra Pradesh, Hyderabad, if any, and also other general conditions laid down by the Chapter XI of the laws of the University.

The receipt of this letter may be acknowledged.

Yours faithfully,
Sd/- S.PADMANABHAN
REGISTRAR *ve*

Copy to the Commissioner of Collegiate Education Government of A.P. Hyderabad
500 028 for information.

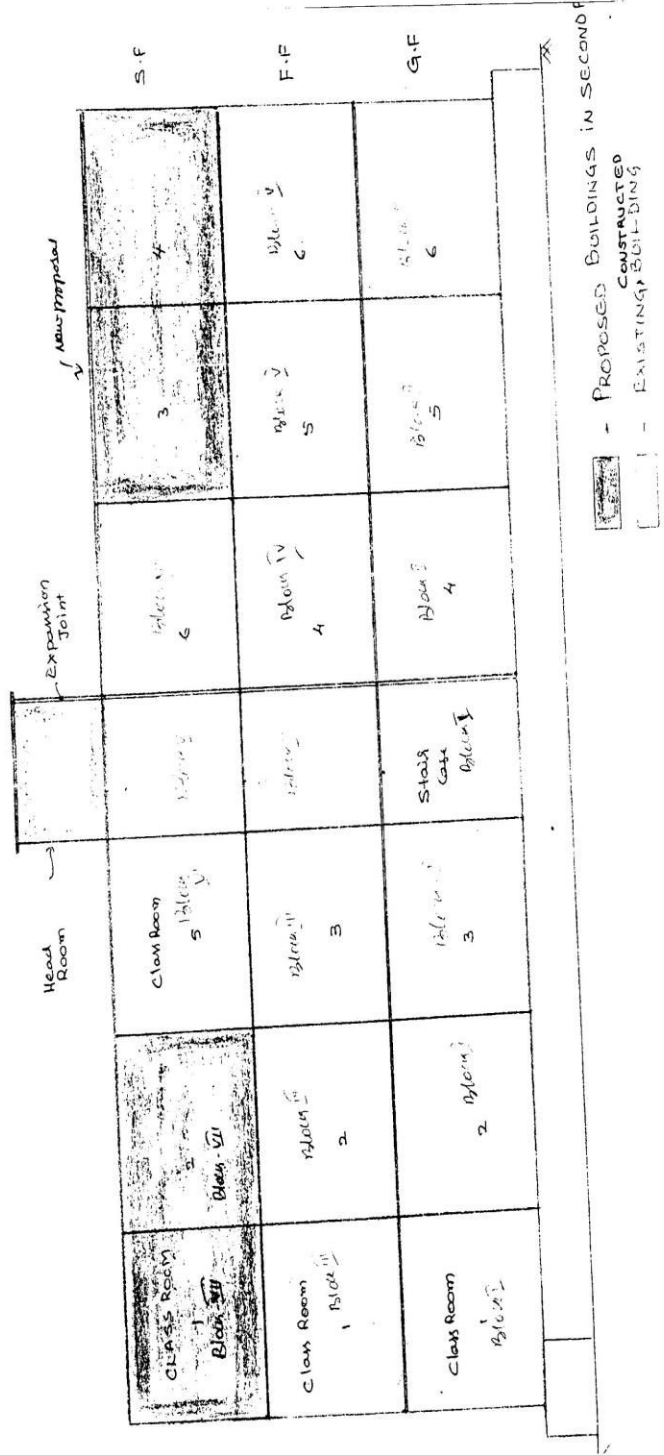
Copy to the Controller of Examinations/Addl. Controller of Examinations AAO (U.G)
Exams/A.A.O Academic S.V. University for information

Copy to the Vice-Chancellor/P.A. to the Registrar/Dean CDC SVU for information
Copy to C-I,B-IB-ILB-III Sections, S.V.U. Office for information and necessary action.

// t.c.f.b.o //

DEPUTY REGISTRAR
ACADEMIC

N. V. - Const. of Advt. Class Rooms to Degree College at Karvetinagaram



PROFORMA - I

As per the instructions issued in the Meeting of Principals held with the D.C.E., AP, Hyderabad on 29-11-2011 furnish the details College Cadre Strength particulars of the college:

Name of the College: **GOVT. DEGREE COLLEGE, KARVETINAGARAM, CHITTOOR DIST.**

| Sl.No.. | Name of the Post originally sanctioned | No. of posts originally sanctioned | No. of posts shown in the latest (Revised) cadre strength | No. of posts not shown in the latest (revised) cadre strength | No. of posts to be shown in the latest (revised) cadre strength as per original sanctioned | Extra posts shown in the latest (Revised) cadre strength in addition to originally existing cadre strength |
|--|--|------------------------------------|---|---|--|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| TEACHING - STAFF (REGULAR) | | | | | | |
| 1 | Principal | 01 | 01 | - | - | - |
| 2 | Lect. in English | 01 | 01 | - | - | - |
| 3 | Lect. in Telugu | 01 | 01 | - | - | - |
| 4 | Lect. in Commerce | 03 | 03 | - | - | - |
| 5 | Lect. in History | 01 | 01 | - | - | - |
| 6 | Lect. in Politics | 01 | 01 | - | - | - |
| 7 | Lect. in Economics | 01 | 01 | - | - | - |
| 8 | Physical Director | 01 | 01 | - | - | - |
| | TOTAL | 10 | 10 | - | - | - |
| TEACHING - STAFF (CONTRACT) | | | | | | |
| (Post sanctioned under contract basis vide Proc. RC. No.535/Ser.II - 2/2009, dated: 12/08/2009 of C.C.E., Hyderabad, A.P.) | | | | | | |
| 9 | Contract Lect. in Physics | 01 | - | - | - | - |
| 10 | Contract Lect. in Mathematics | 01 | - | - | - | - |
| 11 | Contract Lect. in Chemistry | 01 | - | - | - | - |
| | TOTAL | 03 | - | - | - | - |
| NON - TEACHING STAFF | | | | | | |
| 12 | Senior Assistant | 01 | 01 | - | - | - |
| 13 | Junior Assistant | 01 | 01 | - | - | - |
| 14 | Typist | 01 | 01 | - | - | - |
| 15 | Record Assistant | 02 | 02 | - | - | - |
| 16 | Attender | 05 | 03 | 02 | 02 | - |
| | TOTAL | 10 | 08 | 02 | 02 | - |

[Signature]
 GOVT. DEGREE COLLEGE
 KARVETINAGARAM
 CHITTOOR DIST.

