

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

SRI GURAJADA APPARAO GOVERNMENT DEGREE COLLEGE
YELLAMANCHILI

1.2 Address Line 1

Opposite APSRTC Complex

Address Line 2

City/Town

YELLAMANCHILI

State

ANDHRA PRADESH

Pin Code

531055

Institution e-mail address

sgagdc.jkc@gmail.com

Contact Nos.

08931-231078

Name of the Head of the Institution:

Dr. K. Malyadri

Tel. No. with STD Code:

08931-231078

Mobile:

8106288345

Name of the IQAC Co-ordinator:

P. Kiran Kumar

Mobile:

9000251552

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879) APCOGN12789

1.4 Website address:

Web-link of the AQAR:

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

1.5 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|-------|-----------------------|-----------------|
| 1 | 1 st Cycle | B | 70-75 | 21-5-2006 | 5 years |
| 2 | 2 nd Cycle | A | 3.03 | 03-03-2015 | 5 years |
| 3 | 3 rd Cycle | - | - | - | - |
| 4 | 4 th Cycle | - | - | - | - |

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

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

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

The college was assessed and accredited by NAAC in the year 2014-15

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

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

| | | | |
|---------------------|--|---|---|
| Type of Institution | Co-education | Men | Women |
| | Urban <input type="checkbox"/> | Rural <input checked="" type="checkbox"/> | Tribal <input type="checkbox"/> |
| Financial Status | Grant-in-aid <input type="checkbox"/> | UGC 2(f) <input checked="" type="checkbox"/> | UGC 12B <input checked="" type="checkbox"/> |
| | Grant-in-aid + Self Financing <input type="checkbox"/> | Totally Self-financing <input type="checkbox"/> | |

1.10 Type of Faculty/Programme

| | | | | | | | | | |
|------------------|-------------------------------------|-------------|-------------------------------------|----------------|-------------------------------------|------------|--------------------------|----------------|--------------------------|
| Arts | <input checked="" type="checkbox"/> | Science | <input checked="" type="checkbox"/> | Commerce | <input checked="" type="checkbox"/> | Law | <input type="checkbox"/> | PEI (Phys Edu) | <input type="checkbox"/> |
| TEI (Edu) | <input type="checkbox"/> | Engineering | <input type="checkbox"/> | Health Science | <input type="checkbox"/> | Management | <input type="checkbox"/> | | |
| Others (Specify) | <input type="text"/> | | | | | | | | |

1.11 Name of the Affiliating University (*for the Colleges*)

ANDHRA UNIVERSITY

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

| | | | |
|--|--------------------------------|------------------------------|--------------------------------|
| Autonomy by State/Central Govt. / University | <input type="text" value="-"/> | | |
| University with Potential for Excellence | <input type="text" value="-"/> | UGC-CPE | <input type="text" value="-"/> |
| DST Star Scheme | <input type="text" value="-"/> | UGC-CE | <input type="text" value="-"/> |
| UGC-Special Assistance Programme | <input type="text" value="-"/> | DST-FIST | <input type="text" value="-"/> |
| UGC-Innovative PG programmes | <input type="text" value="-"/> | Any other (<i>Specify</i>) | <input type="text" value="-"/> |
| UGC-COP Programmes | <input type="text" value="-"/> | | |

2. IQAC Composition and Activities

| | | | | | | | |
|---|---|--|--------------------------------|--------|--------------------------------|-------------------|--------------------------------|
| 2.1 No. of Teachers | <input type="text" value="7"/> | | | | | | |
| 2.2 No. of Administrative/Technical staff | <input type="text" value="1"/> | | | | | | |
| 2.3 No. of students | <input type="text" value="3"/> | | | | | | |
| 2.4 No. of Management representatives | <input type="text" value="0"/> | | | | | | |
| 2.5 No. of Alumni | <input type="text" value="0"/> | | | | | | |
| 2.6 No. of any other stakeholder and community representatives | <input type="text" value="1"/> | | | | | | |
| 2.7 No. of Employers/ Industrialists | <input type="text" value="0"/> | | | | | | |
| 2.8 No. of other External Experts | <input type="text" value="1"/> | | | | | | |
| 2.9 Total No. of members | <input type="text" value="13"/> | | | | | | |
| 2.10 No. of IQAC meetings held | <input type="text" value="3"/> | | | | | | |
| 2.11 No. of meetings with various stakeholders: | No. <input type="text" value="5"/> Faculty <input type="text" value="2"/> | | | | | | |
| Non-Teaching Staff | <input type="text" value="0"/> | Students | <input type="text" value="3"/> | Alumni | <input type="text" value="0"/> | | |
| Others | <input type="text" value="0"/> | | | | | | |
| 2.12 Has IQAC received any funding from UGC during the year? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> | | | | | |
| If yes, mention the amount | <input type="text"/> | | | | | | |
| 2.13 Seminars and Conferences (only quality related) | | | | | | | |
| (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC | | | | | | | |
| Total Nos. International | <input type="text" value="0"/> | National | <input type="text" value="0"/> | State | <input type="text" value="0"/> | Institution Level | <input type="text" value="0"/> |
| (ii) Themes | <input type="text" value="-"/> | | | | | | |

2.14 Significant Activities and contributions made by IQAC

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

Some of the significant activities by IQAC were

- Organised Job Drives to students
- Organised Extension lectures on ‘world population day’, ‘National Education day’, ‘International day for the elimination of violence against women’
- Conducted awareness programmes on ‘Financial planning’, ‘Consumer rights’, ‘yoga’, ‘Disaster management’.
- Guest Lectures were organised on Personality development and Soft skills, India in Space Technology, Role of women in society, AIDS day, Mathematics day(Ramanujan’s birthday) etc.,

Contributions made by IQAC were

- Prepared the Action plan submitted in the interface meeting for CPE(College with Potential for Excellence) held in UGC office, New Delhi
- Obtained the permission to start the PG course (M.Com) from Dept. of Higher Education, Govt. of Andhra Pradesh in the academic year 2016-17.
- Right Steps were taken to introduce biometric attendance system for students and staff in the academic year 2016-17

2.15 Plan of Action by IQAC/Outcome

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

| <i>Plan of Action</i> | <i>Achievements</i> |
|---|---|
| Introduction of Biometric attendance system for students and staff | Will be introduced in the academic year 2016-17. Order was placed for the necessary equipment |
| Motivate the faculty to apply for Minor and Major research projects | 05 proposals were submitted for Minor research projects |

| | |
|--|--|
| Upgradation of college website | Website was upgraded and domain name was changed from .com to edu.in |
| Introduction of MOOCs (to science students in phase-I) | Will be introduced in the academic year 2016-17. |

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

2.16 Whether the AQAR was placed in statutory body Yes No

Management - Syndicate - Any other body -

Provide the details of the action taken

| |
|---|
| - |
|---|

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | NIL | NIL | NIL | NIL |
| PG | NIL | NIL | NIL | NIL |
| UG | 05 | NIL | 02 | 00 |
| PG Diploma | NIL | NIL | NIL | NIL |
| Advanced Diploma | NIL | NIL | NIL | NIL |
| Diploma | NIL | NIL | NIL | NIL |
| Certificate | NIL | NIL | NIL | NIL |
| Others | NIL | NIL | NIL | NIL |
| Total | 05 | NIL | 02 | NIL |
| Interdisciplinary | NIL | NIL | NIL | NIL |
| Innovative | NIL | NIL | NIL | NIL |

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

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | NIL |
| Trimester | NIL |
| Annual | 05 |

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

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

**Please provide an analysis of the feedback in the Annexure*

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

NO

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

| | | | | | |
|------------------------------------|-------|------------------|----------------------|------------|--------|
| 2.1 Total No. of permanent faculty | Total | Asst. Professors | Associate Professors | Professors | Others |
| | 21 | 20 | 01 | 00 | 00 |

2.2 No. of permanent faculty with Ph.D

| | | | | | | | | | | |
|---|------------------|----|----------------------|---|------------|---|--------|---|-------|----|
| 2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year | Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
| | R | V | R | V | R | V | R | V | R | V |
| | 20 | 04 | 01 | 0 | 0 | 0 | 0 | 0 | 21 | 05 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

| | | | |
|------------------|---------------------|----------------|-------------|
| No. of Faculty | International level | National level | State level |
| Attended | 00 | 02 | 08 |
| Presented papers | 00 | 02 | 04 |
| Resource Persons | 00 | 00 | 00 |

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

2.7 Total No. of actual teaching days during this academic year

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

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

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage:

| Title of the Programme | Total no. of students appeared | Division | | | | |
|------------------------|--------------------------------|---------------|-------|-------|-------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| BA(H.E.RI) | 35 | 0 | 37.14 | 22.86 | 0 | 60.00 |
| BCom(General) | 56 | 0 | 57.14 | 3.57 | 0 | 60.71 |
| BSc(M.P.C) | 33 | 0 | 72.73 | 0 | 0 | 72.73 |
| BSc(M.P.Cs) | 22 | 0 | 4.55 | 0 | 0 | 4.55 |
| BSc(B.Z.C) | 40 | 0 | 47.5 | 7.5 | 0 | 55 |

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

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

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses | 02 |
| UGC – Faculty Improvement Programme | 00 |
| HRD programmes | 00 |
| Orientation programmes | 01 |
| Faculty exchange programme | 00 |
| Staff training conducted by the university | 00 |
| Staff training conducted by other institutions | 00 |
| Summer / Winter schools, Workshops, etc. | 00 |
| Others | 04 |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|--|--|
| Administrative Staff | 04 | 03 | 00 | 01 |
| Technical Staff | NIL | NIL | NIL | NIL |

Criterion – III

3. Research, Consultancy and Extension

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

- Faculty members were encouraged to apply for minor and major research projects
- student study projects were made compulsory for all the final year students

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|--|---------------|----------------------------|------------------------|----------|
| Major projects | 00 | 00 | 00 | 00 |
| Minor Projects | 00 | 00 | 00 | 00 |
| Interdisciplinary Projects | 00 | 00 | 00 | 00 |
| Industry sponsored | 00 | 00 | 00 | 00 |
| Projects sponsored by the University/ College | 00 | 00 | 00 | 00 |
| Students research projects <i>(other than compulsory by the University)</i> | 00 | 00 | 00 | 00 |
| Any other(Specify) | 00 | 00 | 00 | 00 |
| Total | 00 | 00 | 00 | 00 |

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

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

3.18 No. of faculty from the Institution who are Ph. D. Guides
and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Donated rice to old age home
- Sensitisation programme on Swachh Bharat was organised

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

| Facilities | Existing | Newly created | Source of Fund | Total |
|--|-----------|---------------|----------------|-------|
| Campus area | 6.27 acre | 00 | - | 6.27 |
| Class rooms | 11 | 00 | - | 11 |
| Laboratories | 06 | 00 | - | 06 |
| Seminar Halls | 01 | 00 | - | 01 |
| No. of important equipment purchased (\geq 1-0 lakh) during the current year. | 00 | 00 | - | 00 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 19.98 | 3.34 | UGC | 23.32 |
| Others | 9.01 | 00 | 00 | 9.01 |

4.2 Computerization of administration and library

The administration and library were not computerised

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|--------------|-------------|--------------|-------|--------------|
| | No | Value(in Rs) | No | Value(in Rs) | No | Value(in Rs) |
| Text Books | 4668 | 3,51,412 | 28 | 2972 | 4696 | 3,54,384 |
| Reference Books | 2098 | 1,54,075 | 00 | 00 | 2098 | 1,54,075 |
| e-Books | 0 | 0 | 0 | 0 | 0 | 0 |
| Journals | 0 | 0 | 0 | 0 | 0 | 0 |
| e-Journals | 0 | 0 | 0 | 0 | 0 | 0 |
| Digital Database | 0 | 0 | 0 | 0 | 0 | 0 |
| CD & Video | 0 | 0 | 0 | 0 | 0 | 0 |
| Others (specify) | 0 | 0 | 0 | 0 | 0 | 0 |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|---------------------|------------------|------------------|--------|-------------|--------|
| Existing | 76 | 02 | 01 MBPS-05 connecti | 00 | 00 | 02 | 00 | 00 |

| | | | | | | | | |
|-------|----|----|--------------------------------------|----|----|----|----|----|
| | | | ons | | | | | |
| Added | 02 | 00 | 01 MBPS- 05 connecti ons | 00 | 00 | 00 | 09 | 00 |
| Total | 78 | 02 | 01 MBPS- 10 connecti ons | 00 | 00 | 02 | 09 | 00 |

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

- | |
|---|
| <ul style="list-style-type: none"> wifi access was given to students |
|---|

4.6 Amount spent on maintenance in lakhs:

| | |
|--|----|
| i) ICT | 00 |
| ii) Campus Infrastructure and facilities | 00 |
| iii) Equipments | 00 |
| iv) Others | 00 |
| Total: | 00 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC organises a sensitisation programme at the beginning of the academic year for all first year students to sensitise about various student support services offered by the Institution
- Students are nominated as members in all the committees pertaining to students support services like Scholarships committee, Grievance redressal committee, Career guidance committee etc.,

5.2 Efforts made by the institution for tracking the progression

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

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|-----|----|--------|--------|
| 638 | 0 | 0 | 0 |

(b) No. of students outside the state

00

(c) No. of international students

00

Men

| No | % |
|-----|----|
| 332 | 52 |

Women

| No | % |
|-----|----|
| 306 | 48 |

Demand ratio 1:2

Dropout % 3

| Last Year | | | | | | This Year | | | | | |
|-----------|----|----|-----|-----------------------|-------|-----------|----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 204 | 73 | 7 | 246 | 04 | 534 | 238 | 80 | 08 | 310 | 04 | 638 |

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

-

No. of students benefitted

-

5.5 No. of students qualified in these examinations

| | | | | | | | |
|-------------|---|-----------|---|------|---|--------|----|
| NET | 0 | SET/SLET | 0 | GATE | 0 | CAT | 0 |
| IAS/IPS etc | 0 | State PSC | 0 | UPSC | 0 | Others | 10 |

5.6 Details of student counselling and career guidance

- All the students were trained on soft skills and communication skills by JKC
- Various programs on career opportunities were conducted

No. of students benefitted

638

5.7 Details of campus placement

| <i>On campus</i> | | | <i>Off Campus</i> |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 00 | 00 | 00 | 00 |

5.8 Details of gender sensitization programmes

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

5.9 Students Activities

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

State/ University level 3 National level 0 International level 0

No. of students participated in cultural events

State/ University level 0 National level 0 International level 0

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

| | Number of students | Amount |
|--|--------------------|--------|
| Financial support from institution | 0 | 0 |
| Financial support from government | 364 | 509136 |
| Financial support from other sources-HPCL | 123 | 686900 |
| Number of students who received International/ National recognitions | 0 | 0 |

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

To be the leading learning institution in the region by providing quality higher education to the students and empower them with knowledge and skills to succeed in life

Mission:

- Improving educational programme, technological resources and student Support services
- To serve the students by teaching them problem solving, leadership, teamwork skills, ethical behaviour and respect for each other
- Foster commitment of stakeholders to social development
- Offer quality education that meets to the needs of students
- Conduct various programmes to enhance employability skills and career potential of students

6.2 Does the Institution has a management Information System

NO

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

6.3.1 Curriculum Development

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

6.3.2 Teaching and Learning

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

6.3.3 Examination and Evaluation

Formative evaluation is followed in internal exams

6.3.4 Research and Development

NIL

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ICT infrastructure was augmented
- Most of the departments were equipped with computers
- E-corner was established in the library
- Internet access to students and staff in library

6.3.6 Human Resource Management

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

6.3.7 Faculty and Staff recruitment

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

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

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

6.4 Welfare schemes for

| | |
|--------------|-----|
| Teaching | YES |
| Non teaching | YES |

| | |
|----------|-----|
| Students | YES |
|----------|-----|

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes No

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

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

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

For UG Programmes Yes No

For PG Programmes Yes No

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

- CBCS (Choice Based Credit System) was introduced by the University
- Online registration for university exams registration and down load of hall tickets and posting of internal evaluation marks using the online platform of the University

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

No efforts were made by the University to promote autonomy

6.11 Activities and support from the Alumni Association

- Guest lecture was organised on employment opportunities to final year commerce students

6.12 Activities and support from the Parent – Teacher Association

NIL

6.13 Development programmes for support staff

NIL

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

- Polyethylene bags were banned in the Campus
- Every Saturday Clean and Green program was conducted in the campus
- Vanamahotsavam was organised to bring the awareness among the students on environment.

Criterion – VII

7. Innovations and Best Practices

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

- Every Monday assembly was conducted
- Centralisation of Internal exams with common time table

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

- Five faculty members have applied for the minor research projects
- College website was upgraded
- Steps were taken for the introduction of Biometric attendance system to students, teaching and nonteaching staff

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

1. All Students services in One Place
2. Use of Information and Communication Technology

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

7.4 Contribution to environmental awareness / protection

- Awareness programs are organised by NSS units in the villages
- Clean and green is maintained in the campus

7.5 Whether environmental audit was conducted? Yes No

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

SWOT analysis

Strengths:

- Well qualified young and dynamic faculty
- Effective use of ICT in teaching and learning and student support services

Weaknesses:

- Lack of adequate resources for introducing new courses

Opportunities:

- More number of extracurricular and community development programmes
- Optimum utilisation of resources to increase quality of education imparted to the students

Threats:

8. Plans of institution for next year

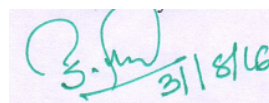
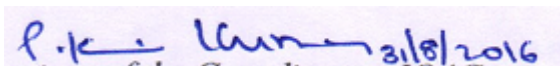
- Introduction of Biometric attendance system for students and staff
- Starting one PG programme
- Establishing a new computer centre for students
- Conversion of 02 conventional class rooms to e-class rooms with necessary infrastructure for using ICT in teaching and learning
- Upgradation of Infrastructure facilities in the campus

Attachments:

1. Annexure-i: academic calendar of the institution- academic calendar of the affiliating University, Andhra University, Visakhapatnam
2. Annexure-ii: Best practice-1
3. Annexure-iii: Best practice-2

Name P.KIRAN KUMAR

Name Dr. K. Malyadri



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

ANDHRA UNIVERSITY

Telegrams: UNIVERSITY
Telephone: 284 4000
Fax: 0891-2755324



All Official letters, packages etc.
should be addressed to the Registrar
by designation and not by name.

No. L.I (1)/Revised Calendar(UG)/2015.

Visakhapatnam,
Dt: 02-09-2015.

To

All the Principals of Affiliated Colleges (UG)
Andhra University

Sir/Madam.

Sub: Under Graduate Courses - Revised Academic Calendar for the academic year
2015-16 - Approval - Regarding.

Ref: Minutes of the Meeting of the Principals of Affiliated Colleges, Dean of
Academic Affair, Dean of College Development Council and Dean of
Examinations (UG) and Controller of Examinations, Andhra University held on
20-08-2015 at 10.30 a.m. in Senate Hall, Andhra University, Visakhapatnam.

With reference to the above, I am by direction to inform you that the revised academic calendar of
Under Graduate Courses offered by Andhra University for the academic year 2015-16 prepared in view of
the introduction of semester system in Under Graduate Courses has been approved.

I request you to arrange to circulate the same among the teaching staff and students.

Yours Sincerely

M. Hema Naik
(M.HEMA NAIK)

DEPUTY REGISTRAR (ACADEMIC)

Copy to:

- The Dean, Academic Affairs, A.U. VSP.
- The Dean, College Development Council, A.U. VSP.
- The Dean, Examinations (UG), A.U. VSP.
- The Special Officer, Confidential, A.U. VSP.
- The Coordinator, Computer Centre, A.U. VSP for information.
- The Controller of Examinations, A.U. VSP.
- The Superintendents of E.I, E.II, E.III, E.IV, E.VI, E.IX, E.X and S.I Sections for information.
- The Web Master, Website Office, A.U. for information and necessary action.

**REVISED ACADEMIC CALENDAR OF UG COURSES FOR THE ACADEMIC YEAR
2015-16**

Academic Schedule

| | | |
|-----|--|--|
| 01. | Commencement of class work for I Semester | 01-07-2015 |
| 02. | Re-opening Day and Commencement of class work for II & III years | 16-06-2015 |
| 03. | Bridge Course | 01-7-2015 to 08-07-2015 |
| 04. | Dasara Holidays | 20-10-2015 to 23-10-2015 |
| 05. | I Mid Examinations (I Semester) | After 6 weeks from the commencement of class work |
| 06. | II Mid Examinations (I Semester) | After 12 weeks from the commencement of class work |
| 07. | Commencement of Practical Examinations for I Semester | 16-11-2015 to 21-11-2015 |
| 08. | Commencement of Theory Examinations for I Semester | 23-11-2015 To 30-11-2015 |
| 09. | Commencement of class work for II Semester | 01-12-2015 |
| 10. | Christmas Holidays | 24-12-2015 & 25-12-2015 |
| 11. | Pongal holidays | 09-01-2016 To 17-01-2016 |
| 12. | I Mid Examinations (II Semester) | After 6 weeks from the commencement of class work |
| 13. | II Mid Examinations (II Semester) | After 12 weeks from the commencement of class work |
| 14. | Commencement of Practical Examinations for II Semester | 11-04-2016 To 16-04-2016 |

P.T.O

:2:

| | | |
|-----|--|--------------------------------|
| 15. | Commencement of Theory Examination for II Semester | 18-04-2016 To 30-04-2016 |
| 16. | Commencement of Practical Examination for II & III Years | 01-03-2016 To 11-03-2016 |
| 17. | Commencement of Theory Examinations for II & III Years | From 16-03-2016 |
| 18. | Summer Vacation | 01-05-2016 to 12-06-2016 |
| 19. | Reopening day for the next academic year | 13-06-2016 |

Admission Schedule

| | |
|---|--------------------------------|
| Sale of Admission Applications and Registration | 05-05-2015 |
| Last date for sale and registration of admission applications (Including instant intermediate candidates) | 26-06-2015 |
| Display of 1 st list & commencement of admissions | 01-07-2015 |
| Admissions With Late Fee Rs.300/- (fine.) | 02-07-2015 to 20-07-2015 |
| Admissions With Late Fee Rs.1000 /-(fine) | 21-07-2015 to 31-07-2015 |

BEST PRACTICE-I

All Students services in One Place

1. Objectives:

- Conservation of students' valuable time.
- Avoidance of unnecessary social problems like bribery, red tapism etc.,
- Timely guidance and coordination.
- Right information.
- Issue of Bus passes.
- Scholarships.
- Career guidance.
- Character building.
- Use of Question Banks.

2. The Context:

The present pell-mell socio psyche of the present generation forced the institution to implement some strong disciplinary doctrine to guide the student community in appropriate direction; hence various departments and committees of the institution are linked through INSTITUTIONAL MENTOR, who will act as a mediator and coordinator in resolving the student's problems.

3. The practice:

The main motto of the institution is to build an effulgent future to the student. To achieve this colossal target various inspiring practices are being implemented in the institution all through the academic year. The goals set above being implemented through mentor.

4. The evidence of the success:

As evidence to above statements and practices, the following things can be underlined:

The mentor has maintained close observation of the students and recorded some responses and he has taken feedback from students.

5. Problems Encountered:

Students felt shy and afraid to disclose their problems. Initially the practice faced some communication gap and coordination problems. Mentor struggled to maintain records and observations.

6. Resources required:

Every department may be connected with an inter com. Every department should have an internet connection and separate hard disc to load and carry. The JKC should be equipped with more and more computers with high speed internet connection. The present UPS should be upgraded or replaced for the requirements. There should be uninterrupted power supply. Enough stationary should be supplied to each and every department and JKC.

BEST PRACTICE-2

Use of Information and Communication Technology

1. Objectives:

- To augment teaching and learning
- To adopt student centric teaching methods

2. The Context:

ICT has revolutionized the way in which pedagogy is developed and managed by the teacher.

The role of ICT in teaching and learning can no longer be ignored looking at the recent advances in instructional methods and tech savvy younger generation. The conventional chalk and talk method has to be replaced by newer methods involving greater student participation. The Institution has recognized that ICT has to be integrated with the teaching and learning

3. The practice:

- All the teachers were motivated to use ICT in teaching and learning and adopt student centric teaching methods
- Animations, virtual lab, videos, ppts, student seminars through ppts were made compulsory in teaching and learning and they were incorporated in the curricular plan prepared by the teachers
- In the faculty council meetings, lecturers were asked to discuss and exchange their views on various student centric teaching methods like cooperative learning
- One class per week using ICT was made compulsory for all the science teachers

4. The evidence of the success:

Student participation in various co-curricular activities has been enhanced to a greater extent. Many faculty members prepared e-content in Telugu for the benefit of students. One faculty member has attended short term course on e-content organized by academic staff college of J.N.T. University, Hyderabad.

5. Problems Encountered:

There was a resistance from the faculty at the beginning since they are more used to the conventional chalk and talk method. There were many apprehensions about the effective use of ICT in teaching and learning. Sensitization programs had to be organized for the faculty and students on the use of electronic gadgets.

6. Resources required:

- Committed, knowledgeable and tech savvy faculty members
- Sensitization programmes for students and faculty members
- Procurement and Upgradation of ICT infrastructure from time to time