

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution	V.V.Giri Govt. Kalasala, Dumpagadapa, W.G.Dt.,
1.2 Address Line 1	Dumpagadapa Feeder Road
Address Line 2	Akividu Mandal, W.G.Dt.,
City/Town	Dumpagadapa
State	Andhra Pradesh
Pin Code	534 235
Institution e-mail address	gcdumpagadapa.jkc@gmail.com
Contact Nos.	08816-2527158
Name of the Head of the Institution:	B.V.H. BOSU BABU
Tel. No. with STD Code:	08816-252718
Mobile:	9291484375

Name of the IQAC Co-ordinator:

G.ARUN KUMAR

Mobile:

9885423407

IQAC e-mail address:

arun9885423407@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

APCOGN13219

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

March 31/2007

1.5 Website address:

www.gdcdumpagadapa.ac.in

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	79	2007	Five years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

06.10.2012

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

2014-15

1.9 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*)

- i. AQAR For 2017-2018 on 14/12/2018 (DD/MM/YYYY)
- ii. AQAR For 2015-2016 on 20/12/2018 (DD/MM/YYYY)
- iii. AQAR For 2016-2017_ on 21/12/2018 (Modified) (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

Adi Kavi Nannaya University,
Rajahmundry

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

02

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

10

2.10 No. of IQAC meetings held

03

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Institutional plan attached	Performed almost all the activities as per the academic calendar prepared.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

Provide the details of the action taken

- Celebrated Independence day on 15.08.2014.
- Celebrations of Telugu Basha Dinotsavam on 29.08.2014
- Celebrated Teachers Day on 05.09.2014.
- NSS Day celebrated on 24.09.2014
- Selections for volley ball tournament took place.
- Participation in Hud-Hud Cyclone Relief Campaign.
- Celebrated National Educational Day on 11.11.2014.
- AIDS Awareness Rally is organized on 01.12.2014.
- National Mathematics Day is celebrated on 22.12.2014.
- Republic Day is celebrated on 26.01.2015.
- Condolence to Death Anniversary of Founder of this College (Murthy Raju)
- International Women's Day is celebrated on 08.03.2015.

Part – B

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				
PG				
UG	4	0	01	0
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	4	0	01	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	Four

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.

As per the affiliated university norms.

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
	03	03	0	0	0

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 (Contract)		Total	
	R	V	R	V	R	V	R	V	R	V
		11	0	0	0	0	06	0	06	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	0	0	0
Presented papers	0	0	0
Resource Persons	0	0	0

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)

The examination pattern is completely designed and followed as per the norms of Adi Kavi Nannaya University, Rajamahendravaram.E.G.Dist.

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

75%

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	16		13	53	34	94%
B.Com.	33	10	40	37	13	91%
B.Sc., (MPC)	07	17	66	17		86%
B.Sc., (MPCS)	11	25	50	25		73%

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

1. The IQAC gives the action plans of the events/organizations in the beginning of the semester/academic year. Based on its action plan it reviews about its implementation.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others	

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	2	01	0	01
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

1. IQAC motivates all the faculty members to go for Research.
2. It motivates to adopt ppt oriented teaching and learning.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

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

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				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sponsoring agencies	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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	<input type="text"/>
	Granted	<input type="text"/>
International	Applied	<input type="text"/>
	Granted	<input type="text"/>
Commercialised	Applied	<input type="text"/>
	Granted	<input type="text"/>

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

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	<input type="text"/>	College forum	<input type="text" value="02"/>	
NCC	<input type="text"/>	NSS	<input type="text" value="02"/>	Any other <input type="text"/>

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

- Giving Helping hand for Hud-Hud Cyclone affected victims.

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	14.05 Ac	0	Donation	14.05 Ac
Class rooms	10	0	MP& MLA Grants and Donation	10
Laboratories	03	0	Govt.	03
Seminar Halls	Under construction	0	0	0
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	0	0	0	0
Value of the equipment purchased during the year (Rs. in Lakhs)	0	0	0	0
Others	0	0	0	0

4.2 Computerization of administration and library

Due to lack of permanent faculty in Library, no automation has been done till then.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	3350	85,752	138	21,326	3488	1,07,078
Reference Books	700	40,500	0	0	700	40,500
e-Books	0	0	0	0	0	0
Journals	0	0	0	0	00	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	12	01	02	0	0	01	01	07
Added	0	0	0	0	0	0	0	0
Total	12	01	02	0	0	01	01	07

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

1. Access to computer to faculty, students and usage of internet facility is available without any restriction.
2. The students can use the systems in the computer lab which are provided in LAN connection and internet facility unless the lab is engaged with concerned subject/faculty for teaching.

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

Total :

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC in this college has been playing a vital role in the formation of student supportive programs like personality development, career building classes taken by the faculty, awareness programs in various aspects and also imparting social responsibilities through extension activities.

5.2 Efforts made by the institution for tracking the progression

- Conducting bridge course for newly joined UG student to cope up with their respective subjects.
- Involving students in co-curricular and extra-curricular activities
- Conducting Remedial Classes for slow learners.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
187	0	0	0

(b) No. of students outside the state

00

(c) No. of international students

00

No	%
124	66

Men

Women

No	%
63	34

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
49	22	0	180		251	33	18	0	136	0	187

Demand ratio

Dropout % 3.5

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

- All faculty members motivate the students for competitive examinations.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Proctors/Class Teachers counsel the students in every aspects and give them moral support to choose right path.
- Every faculty guides the students and motivates the students for pursuing higher studies.

No. of students benefitted

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

The male and female students are separately counselled by the faculty members.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	121	2,55,833
Financial support from other sources	55	32,747
Number of students who received International/ National recognitions		

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: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

"To transform this remote part of Andhra Pradesh into a knowledge society by making higher education accessible to every Youngman and woman of this region and inculcate creativity and innovative spirit and scientific temper among the youth and help them scale the heights of excellence in their lives."

Mission:

- To strengthen the college with all infrastructure facilities and make them available to the students.
- To train the students with restructured curriculum to strengthen their job opportunities.
- To promote and envisage ethical and cultural values among the students with an endeavour to regenerate the ideal Indian dynamic spirit.
- To create a Conducive atmosphere of higher learning and enable the young students acquire potential knowledge to empower themselves and utilize it to the betterment of the society.
- To raise the quality of education and making the college as an effective human resource development institution under the changing conditions.

6.2 Does the Institution has a management Information System

Yes: it is provided with details on college
website.www.gdcdumpagadapa.ac.in

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

6.3.1 Curriculum Development

The curriculum is designed by affiliating university Adi Kavi Nannaya University, Rajamahendravaram. And as per the norms of CCE, the institution follows the guidelines given by them.

6.3.2 Teaching and Learning

- The faculty are putting enormous effort to create enthusiasm and interest in their subjects as most of the students are the first generation students.
- Priority is given for ICT methodology of Teaching and learning Process.

6.3.3 Examination and Evaluation

- Assignments, unit tests and term examinations are conducted regularly and their academic progression is tracked.
- As per the schedule given by the CCE/Adi Kavi Nannaya University the institution follows the examination pattern.

6.3.4 Research and Development

Encourage the staff to pursue M.Phil/Ph.D.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Our library majorly consist text books and Reference books.

The Physical infrastructure is sufficient to meet the needs of the students and staff.

The Physics and Chemistry labs are equipped adequately.

6.3.6 Human Resource Management

- Creating social awareness through NSS Programs.
- Imparting Human Values through moral classes and also as foundation course introduced (Human Values and Professional Ethics) as one of the subject.
- Imbibing social responsibility along with their academics in students.

6.3.7 Faculty and Staff recruitment

- The regular staff is recruited by the government of AP through commissionerate of Collegiate Education, Vijayawada.
- The college also can recruit guest faculty based on the need. The financial assistance is met from special fee of self finance courses/CPDC/College Funds.

6.3.8 Industry Interaction / Collaboration

No

6.3.9 Admission of Students

The admission of students in various courses is based on their merit along with roster system, as per the norms of university and Government of AP.

6.4 Welfare schemes for

Teaching	For regular employees the welfare scheme of Medical Facility is provided under EHS
Non teaching	
Students	Scholarships

6.5 Total corpus fund generated

2 lakhs

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
Academic	yes	CCE,AP	Academic	yes
Administrative	No		Administrative	Yes

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?

The annual examinations at the end of the academic year are framed and conducted as per the schedule and norms of affiliating University.

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

It supports the institution if it prefers to go for autonomous status after satisfying the basic criteria.

6.11 Activities and support from the Alumni Association

The alumni Association is the one of the backbone of this institution. It is the biggest asset to this college. The financial assistance of paying partial/full amount of fee to the poor students is given. They also encourage meritorious students by giving incentives such as cash prizes.

6.12 Activities and support from the Parent – Teacher Association

Parent Teacher Association always monitors gives advice and guides the chairperson in various aspects.

6.13 Development programmes for support staff

CPDC monitors the welfare of the supporting staff in giving a meagre hike in their salaries to meet their daily needs in every year.

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

- Clean and green programs are conducted by students to make campus eco friendly.

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.

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

The college and management conducted all the activities mentioned in the annual academic plan prepared by IQAC and as per the guidelines and instructions of the CCE, A.P. Hyderabad.

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

- Clean and green
- Yoga and meditation

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

7.4 Contribution to environmental awareness / protection

Trees are planted and watered regularly. Apart from it tree guards are arranged for protection to trees.

Every week/ fortnight solid waste is collected and dumped in dumping yard.

7.5 Whether environmental audit was conducted? Yes No

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

S-this is the only government college serving around ten villages in this mandal with vast premises of land provided with advanced technology of ICT methodology usage with MANA TV Classes.

W-Under motivated and un-oriented student community completely from Telugu medium background.

O- it is an opportunity to serve the poor students hailing from nearby villages from rural background.

T- it has the location disadvantage as the college is located far away from the main track. Hence students has to cross the railway crossing provided with poor transportation of autos (no bus facility is available) so the parents of female students show unwillingness to join their wards in this college.

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

- Plan to make arrangements to fill the vacant posts.
- To construct a compound wall.
- Coaching for Competitive Exams through JKC platform.
- To construct a seminar hall

Name *G.Arun Kumar*

Name *B.V.H. Bosu Bau*

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____*_*_*_____

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

STUDENT FEEDBACK FORM

- i) Please give your opinion on the performance of the teacher with reference to the 20 items listed below; the opinion is to be given on a five –point rating scale: I-poor, II-average ,III-good, IV-very good-, V-excellent.
- ii) Please do not write your name or put your signature anywhere.

Name of the lecturer:

Subject:

Class:

Date:

S.No	Item	Rating				
		I	II	III	IV	V
1.	Efforts to effectively cover 100% of syllabus సిలబస్ ను నూరు శాతం సక్రమంగా పూర్తి చెయ్యడానికి పడే కృషి					
2.	The interest generated in the students while teaching in the class room విద్యార్థులలో ఆసక్తి పెంపొందించేలా తరగతి లో పాఠాలు చెప్పడం					
3.	Clarity of expression while teaching the topic/ lesson భోదన లో స్పష్టత					
4.	Depth of subject content explained సబ్జెక్టు లో లోతైన విషయాన్ని విడమర్చి అర్థమయ్యేలా వివరించడం					
5.	Level of latest development in the subject taught సబ్జెక్టు భోదిన్చినప్పుడు నూతన అంశాలు కూడా చేర్చడం					
6.	Use of other methods of teaching like class seminar, question answer group discussion etc., in the class room తరగతిలో సెమినార్లు, ప్రశ్నోత్తరాలు చర్చలు మొదలగు భోదనా పద్ధతులు అనుసరించడం					

7.	Encouraging question on the topic in the class and clearing doubts పాఠమును బోధించునప్పుడు విద్యార్థులు నుండి ప్రశ్నలు ప్రోత్సహించడం మరియు సందేహాలు తీర్చడం					
8.	Use of teaching models and teaching aids in the class room తరగతి గదిలో టీచింగ్ ఎయిడ్స్ మరియు టీచింగ్ మోడల్స్ వాడుట					
9.	Encouraging and supervising the students for study projects విద్యార్థులును స్టడీ ప్రాజెక్ట్ లకు ప్రోత్సహించడం					
10.	Aptitude shown in arranging field visits, invited lectures etc., in the subject సబ్జెక్టు కు సంబంధించి ఫీల్డ్ ఇన్వైజ్ లెక్చరేర్స్ ఎర్పాటు చెయ్యడం లో చూపే ఉత్సాహం					

S.No	Item	Rating				
		I	II	III	IV	V
11.	Encouraging and guiding students in reading library (Subject and general) books and using internet గ్రంథాలయాన్ని ఇంటర్నెట్ ని సద్వినియోగం చేసుకోవడంలో ఇచ్చు ప్రోత్సాహం					
12.	Encouraging and guiding students in giving class seminars క్లాస్ సెమినార్ ఇచ్చేందుకు విద్యార్థులకు తగిన సలకలిచు ప్రోత్సాహం					
13.	Regularity and seriousness in valuing the answers scripts of monthly tests and discussing the same with the students మాసాంతర పరీక్షల జవాబు పాత్రలను దిద్దడంలో , విద్యార్థులతో చర్చించడంలో క్రమం తప్పక పోవడం					

14.	Remedial coaching and effort made in preparing the students for University Examinations చదువులో వెనకబడిన విద్యార్థులకు ప్రత్యేక శిక్షణ ఇవ్వడం , విశ్వ విద్యాలయ పరిక్షలకు తయారు చేయడం					
15.	Regularity and punctuality to the class క్లాసులు తీసుకోవడంలో క్రమం తప్పకపోవడం సమయపాలన					
16.	Enthusiasm shown to encourage and guide students in extra-curricular activities like cultural, community services, nation building, etc., పాఠ్యేతర అంశాలయిన సంస్కృతిక , సామజిక సేవ కార్యక్రమాలలో విద్యార్థులకు ప్రోత్సాహం , సూచనలివ్వడం					
17.	Counseling and carrier guidance విద్యార్థులకు సమస్యల విషయాల్లో , పై చదువులు , ఉపాది మొదలయిన విషయాల్లో , విద్యార్థులకు తగిన సలహాలివ్వడం					
18.	Accessibility of the lecturer outside the class room for academic interaction క్లాస్ రూమ్ బయట పాఠ్యంశ చర్చలకి విద్యార్థులకు అందుబాటులో వుండడం					
19.	Personal care and affection while dealing with individual students and helping students విద్యార్థుల పట్ల ఆదరణ , వ్యక్తిగత శ్రద్ధ , విద్యార్థులకు సహాయపడటం					
20.	Overall opinion on the lecturer మొత్తం మీద ఈ లెక్చరర్ పైన మీ అభిప్రాయం					

Analysation Report

Note: All the feedback taken from students is analyzed by Principal and IQAC Co-ordinator and facts are intimated to the concern staff members and the necessary action is taken accordingly.

BEST PRACTICES
ANNEXURE – (I)
CLEAN AND GREEN PROGRAM

S.NO	DATE/MONTH	PROGRAM ORGANIZED	CLASS
1	17/06/2014	Cleaning the labs	All BSc., Students
2	25/06/2014	Front view of the college premises	All Students & Staff
3	01/07/2014	Watering Plants	II & III BA.,
4	03/08/2014	Awareness on Swatchata	All Students & Staff
5	05/02/2015	Cleaning of Campus	All B.Com Students

BEST PRACTICES

ANNEXURE – (II)

YOGA AND MEDITATION

S.NO	DATE/MONTH	PROGRAM ORGANIZED	CLASS
1	25/06/2014	International Yoga Day is celebrated	All Students & Staff
2	20/07/2014	Meditation in Pyramid is conducted	II B.Sc.,
3	07/08/2014	Meditation in Pyramid is conducted	III B.A.,
4	13/12/2014	Meditation in Pyramid is conducted	I B.Com.,
5	21/02/2015	Meditation in Pyramid is conducted	All Students

ACTION PLAN TO INSTITUTIONAL PLAN :: 2014-2015

S. No.	Month	Week	Tentative Dates	Activity Proposed	Name of the Department	Whether Conducted
	June-14	3rd Week		College Level Review Meeting	Principal & staff	Yes
				Commencement of classes for 2nd and 3rd year UG students	All Depts.,	Yes
				Formation of Institutional Committees.	Principal & staff	Yes
		4th week		Action Plan for the academic year	Principal & staff	Yes
				Review of Results-Analysis	Principal & staff	Yes
				Commecement of Remedial Classes for Failure Candidates	All Depts.,	Yes

INSTITUTIONAL PLAN: 2014-2015

Month	Week	Tentative Dates	Activity Proposed	Name of the Department	Whether Conducted
Jul-14	1st week		Academic Review Meeting with Teaching Staff Members	Principal & All Depts.	Yes
			Administrative Review Meeting with Non-Teaching Staff Members	Principal & Office	Yes
			Review Meeting on Financial Aspects	Principal & Office	Yes
			Orientation for 1st year Students	Principal & All Depts.	Yes
	2nd week		Sensitization Programme on Anti Ragging on Campus	All Depts.	Yes
		07-11-2014	Importance of World Population Day	Dept. of Economics	Yes
	3rd week		Betterment Exams	All Depts.	Yes
	4th week		Student centric activity-seminars	All Depts.	Yes

INSTITUTIONAL PLAN :: 2014-2015

Month	Week	Tentative Dates	Activity Proposed	Name of the Department	Whether Conducted
Aug-14	1st week		Review Meeting at College Level (Academic, Administrative and Financial Aspects)	Principal, All Depts. & Office	YES
	2nd week		To Conduct Parent Teaching Meeting.	All Depts.	YES
	3rd week	15-08-2014	Celebration of Independence Day	All Depts.	YES
			Student Centric Activity	All Depts.	YES
			Consumer Awareness Programme	Dept. of Commerce & Economics	YES
			Career Counselling Programme	All Depts.	YES
	4th week		to conduct 1st Unit Test	Examination Cell	YES
		26-08-2014	Celebration of Women's Equality Day	WEC	YES
		29-08-2014	Celebration of Telugu Basha Dinotsavam	Dept. of Telugu	YES

Month	Week	Tentative Dates	Activity Proposed	Name of the Department	Whether Conducted	
Sep-14	1st week		Review Meeting at College Level (Academic, Administrative, Financial Aspects)	Principal, All Depts. & Office	yes	
			Teacher Evaluation Process	Principal	yes	
		09-05-2014	Celebration of Teacher's Day	All Depts.	yes	
	2nd week	09-08-2014	Celebration of International Literacy Day (Essay and Debate competition)	All Depts.	yes	
	3rd week	24-09-2014	Celebration of N.S.S. Day	Dept. Of NSS	yes	
	4th week			To conduct 2nd Unit Test	Examination Cell	yes
				Identification of slow learners based on Unit Tests	All Depts.	yes
				Motivational Speech	WEC	yes
				Clean and green	Eco-Club	yes

INSTITUTIONAL PLAN :: 2014-2015

Month	Week	Tentative Dates	Activity Proposed	Name of the Department	Whether Conducted	
Oct-14	1st week		Review Meeting (Financial, Academic, Administrative Aspects)	Principal, All Depts. & Office	YES	
		10-02-2014	Celebration of Gandhi Jayanthi & Lal Bahadur Sastry Jayanthi	all Dept.s	YES	
	2nd week		Principal Evaluation	All Dept. & Students	YES	
	3rd week		To conduct 1st Term Exams	Examination Cell	YES	
	4th week			Remedial Coaching for slow learners	All Depts.	YES
		31-10-2014		Celebration of National Integration Day	Dept. of Economics	YES

INSTITUTIONAL PLAN :: 2014-2015

Month	Week	Tentative Dates	Activity Proposed	Name of the Department	Whether Conducted
Nov-14	1st week				
			Review Meeting (Administrative Academic, Financial Aspects)	Principal, All Dept. & Office	YES
	2nd week	11-11-2014	Celebration of National Education Day	All Depts.	YES
			Special Training Programme on Placement Drives	JKC	YES
			Student Centric Activities	All Depts.	YES
	3rd week		Conduction of 3rd Unit Test	Internal Examination Cell	YES
		14-11-2014 to 20-11-2014	Celebration of National Library Week	All Depts.	YES
	4th week		Industrial Visit	All Depts.	No
			Mock Interviews and Group Discussions	JKC	YES
			Identification of Advanced Leareners and Slow Learners.	All Depts.	YES

INSTITUTIONAL PLAN :: 2014-2015

Month	Week	Tentative Dates	Activity Proposed	Name of the Department	Whether Conducted
December - 2014	1st week	01-12-2014	Aids Awareness Rally	NSS	YES
			Review Meeting Academic, Administrative, Financial Aspects	Principal All Depts. Office	YES
	2nd week	10-12-2014	Celebration of Human Rights Day	All Depts.	YES
			Student Centric Activity	All Depts.	YES
	3rd week		Second Term Examinations	All Depts.	YES
		22-12-2014	National Mathematics Day	Mathematics	YES
			Student Counselling	All Proctors/Class Teachers	Yes
	4th week		Job Drive	JKC	No (Condcuted Later)

INSTITUTIONAL PLAN :: 2014-2015					
Month	Week	Tentative Dates	Activity Proposed	Name of the Department	Whether Conducted
January - 2015	1st week		Review Meeting on (Academic, Financial Administrative Aspects)	Principal, All Depts. & Office	YES
			Student Centric Activities (Industrial Tour)	Chemistry Dept.,	No
	2nd week		To conduct Rangoli Ceompetitions	WEC	YES
			Celebrations of Sankranti Sambaralu	WEC	Yes
		12-01-2015	Celebration of National Youth Day	Dept. of Chemistry	YES
	4th week	25-01-2015	Celebration of National Voter's Day	Dept. of Economics, History	YES
		26-01-2015	REPUBLIC DAY	All Depts.	YES
			Plantation	NSS	No

<i>INSTITUTIONAL PLAN :: 2014-2015</i>					
Month	Week	Tentative Dates	Activity Proposed	Name of the Department	Whether Conducted
February – 2015	1st week		Review Meeting on (Academic, Administrative, Financial Aspects)	Principal, All Depts & Office	YES
	2nd week	10-02-2015	Job Fairs & Campus Interviews	JKC & Career Guidance Cell	YES
	3rd week		Practicle Examinations	All Depts.	YES
		21-02-2015	Antarjaatiya Matru Bhasha Dinotsavam	Telugu	YES
	4th week		Remedial Coaching	All Depts.	YES

<i>INSTITUTIONAL PLAN :: 2014-2015</i>					
Month	Week	Tentative Dates	Activity Proposed	Name of the Department	Whether Conducted
March – 2015	1st week		Review meeting on (Financial, Academic & Administrative Aspects)	Principal, All Depts & Office	YES
	2nd and 3rd week	08-03-2015	Celebration of International Women's Day	WEC	YES
			Commencement of University Theory Exams	Office	YES
	4th week	31-03-2015	Stock Verification	All Depts.	YES