



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	GOVERNMENT DEGREE COLLEGE
Name of the head of the Institution	Dr M.Sreelatha,M.A.M.Phil,Ph.D
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08566-244007
Mobile no.	7702016550
Registered Email	koduru.jkc@gmail.com
Alternate Email	koduru.iqac2020@gmail.com
Address	K. Buduguntapalli
City/Town	KODUR RS
State/UT	Andhra Pradesh
Pincode	516101
<b>2. Institutional Status</b>	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	K. Shalini
Phone no/Alternate Phone no.	+919441151599
Mobile no.	9963410546
Registered Email	koduru.jkc@gmail.com
Alternate Email	Koduru.iqac2020@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.AQAR.com">http://www.AQAR.com</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.AQAR.com">http://www.AQAR.com</a>

### 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	76.10	2007	31-Mar-2007	30-Mar-2012
2	B	2.35	2015	03-Mar-2015	02-Mar-2020

<b>6. Date of Establishment of IQAC</b>	18-Jun-2012
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Guest Lectures	30-Jan-2019 2	40
Swatchh Bharat	17-Sep-2018	150

	3	
National sports day	29-Aug-2018 3	120
Yoga day celebrations	21-Jun-2018 2	56
Course objectives & outcomes	18-Jun-2018 2	60
Action Plan	15-Jun-2018 2	60
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt. Degree College, Kodur (RS)	MHRD HE	RUSA	2018 2	13000000
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

1. Preparation of Academic calendar and action plan 2. The Committee elicited excellency in teaching of the faculty by utilizing Virtual and Digital Class 3. Organized various awareness programmes to sensitize the students and community 4. Faculty and students were encouraged to publish papers attending workshops and registration of MOOCS 5. Eminent personalities of various fields were invited to motivate and enlighten the students

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
Academic action plan(Curriculum)	Syllabi was completed within stipulated period
Student seminars, Quiz,Assignments	Students sharpen their knowledge and communication skills
Community programmes	Sensitize the community
Career Guidance	Students were made aware of Higher studies and job opportunities
Publishing papers, attending seminars, Registration of MOOCS	Three of the staff members published papers, and Twenty MOOCS courses were completed by staff and students
<a href="#">View File</a>	

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
CPDC	20-Jun-2018

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

Yes

Date of Visit

26-Feb-2019

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2019

Date of Submission

29-Jan-2019

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

1. Educational details a) Courses and Seats availability b) Sanctioned and Existing Department wise Teaching and non teaching posts c) Availability of Library facilities study material, LMS, Digital class, Virtual class. 2. Financial records 3. Students academic

and administrative and records 4. Student scholarships details. 5. Sports and games infrastructure

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Institution developed a structured and effective implementation of the curriculum. Academic calendar is prepared as per the Yogi Vemana University academic schedule and with the guidelines of CCE. The institution has well qualified dedicated and experienced faculty. The institution possess sufficient number of classrooms with furniture, 2 computer labs, Science Laboratories, Virtual Class, Three Digital Class rooms, Library, Gym, Sports facility, with sufficient technical staff. The IQAC Committee with consultation of Head of the departments prepare action plans to arrive an optimal and effective way of Teaching and Learning. The annual plan includes course objectives and outcomes. Study material, list of reference books and e-resources are provided to the students at the beginning of each semester. Internal tests are conducted to evaluate the performance of students. The Curriculum is also includes value added courses such as professional ethics and moral values in I year and ES in II year. The traditional classroom teaching is supplemented by virtual and digital class room, regular tests, study hours, group discussions, lab work, study projects, seminars and industry visits. Bridge courses were conducted to the freshers by all the departments. There are various committees which take care of the students such as women grievance committee, anti ragging committee, discipline committee. The college follows ward system which closely monitor the merits and demerits of the student. Various awareness programmes were conducted to enhance the quality of education. The IQAC committee reviews continuously, the progress of syllabus and performance of the students. Academic and Administrative records of the students are maintained.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Employability Enhancement Programme	NIL	21/06/2018	5	Employability	Digital Awareness
Employability Enhancement Programme	NIL	19/09/2018	5	Employability on Dairy products	tally

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Certificate course on MS office	28/01/2019
<a href="#">View File</a>		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	HEP	10/06/2018
BCom	Computer Applications	10/06/2018
BSc	MSCS	10/06/2018
BSc	BZC	10/06/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	80	0

### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Human Values	10/06/2018	26
Environmental Studies	10/06/2018	26
Leadership	26/11/2018	14
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	historcal	12
BCom	educational	27
BSc	Science Trip	14
BSc	Zoological	3
<a href="#">View File</a>		

### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Feedback is collected from various stake holders like Students, Parents, teachers and alumni of the institution periodically. The feedback is collected on the curriculum and performance of the faculty (renamed as Student Satisfaction Survey by the CCE). The collected feedback is analyzed by the IQAC team. In case of feedback on curriculum, necessary changes, if required, are communicated to the Y.V. University, Kadapa for necessary action. In case of

feedback on faculty members, the faculty who scored less are advised to take corrective measures for effective teaching. The faculty were advised to attend various refreshers courses, to use ICT tools such as virtual classes, digital classes, Learning Management System run by the Commissionerate of Collegiate Education. In addition to this the academic feedback is taken every week from the class representatives which is analyzed and necessary action is taken. Parents feedback is also collected to enrich learning environment in the college and imparting value based education to their wards. Alumni Feedback is obtained on the role of the college in the development of student personality, academic excellence and employability. Feedback and action taken: Feedback: Curriculum may be revised and there may be Flexibility in opting combination of subjects . The curriculum should include advanced learning modules. Action taken: The feedback on Curriculum was communicated to YVU, Kadapa for necessary action. Curriculum has been enhanced by introducing human values and professional Ethics course Feedback: Students suggested the need for Job oriented courses, training for facing interviews during campus selection. Action taken: Proposals were sent to add horticulture based and journalism based courses to the CCE. Career guidance cell was advised to invite eminent personalities to motivate and impart skills. Feedback: Faculty student interaction may be enhanced. Smart class programmes may be effective. Action taken: All the staff and students will be registered to LMS to enhance smart class. Feedback: Library facilities must be augmented to meet the current requirement of the students to enable efficient library. Action taken: Resolved to register for INFLIBNET and subscribe e-books and e-journals. Feedback: More Extension activities to be organized. Action taken: Observations of International Yoga day, Swatchh Bharat was carried out, workshops and seminars were conducted on conservation of environment and protection of Bio diversity personal development ,skill development, Disaster Management etc.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	HEP	60	15	11
BCom	CA	60	18	8
BSc	Mscs	60	10	4
BSc	Bzc	60	10	3

[View File](#)

### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	43	0	15	0	0

### 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
15	14	5	4	4	15
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, Mentoring system: For the welfare of the students the students are allocated to a faculty mentor. Mentors classify the allocated students into three categories according to their academic capabilities in terms of prerequisite ability, perception level, focus and comprehension. Accordingly required suggestions are offered to the student to improve his/her academic performance. The college strives to look after the complete personality development of students through co-curricular, extra-curricular activities and ward counseling systems by effective mentoring. The slow learners are given additional learning assignments and engaging extra classes and remedial coaching which is closely monitor by the respective mentors. Even before the first mid examinations belatedly admitted students were taken care of and addressed to meet the academic needs. Remedial coaching classes are regularly conducted by the faculty beyond working hours. The specific duties of the mentors. • Nominating peer group leaders • The attendance of the mentee to the college and feed back to the parents • Analyzing the Common Internal Examination results, and identifying the strengths and weakness of the mentee and adopting the necessary plan of action for the improvement. • Mentor takes care of students to attend to the Career Guidance cell which conducts various guest lectures, workshops and training on soft skills. • Mentors contact parents at regular intervals regarding curricular, extra curricular activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
43	11	1:4

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
20	15	5	1	2

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Smt D.Renuka	Lecturer	Best Income tax payer (Bronze)
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	633	I/III/V	17/11/2018	30/12/2018
BCom	422	I/III/V	16/11/2018	30/12/2018

BA	011	I/III/V	15/11/2018	30/12/2018
BA	011	II/IV/VI	15/04/2019	06/06/2019
BCom	422	II/IV/VI	16/04/2019	06/06/2019
BSc	633	II/IV/VI	17/04/2019	06/06/2019
<a href="#">View File</a>				

### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Semester system has been introduced since 2015-16 as per the UGC guidelines. The internal examination committee of the college ensures transparency in conducting and evaluation of internal examinations. In all the courses, 25 marks allotted for internal assessment at UG level. This evaluation is done on the basis of two mid semester internal exams. The timetable for internal exams will be displayed to students well in advance and guide them to prepare for the exams. The internal exams are conducted strictly and all the faculty members value the answer scripts immediately and answer scripts are given to students for verification to ensure transparency. Discrepancies, if any, identified by the students are clarified and rectified. The performance of the students is monitored by mentors and necessary feedback is given to the parents. Finally arrived marks are entered in the departmental marks register. After completion of 2nd mid exam, the marks of two mid semester's exams are entered against their names. Best marks out of two exams are uploaded in university website and a hard copy too submitted to the examination wing of the university. In addition to this, assignments are given to the students in every subject. They submit the assignments to the staff concerned with in stipulated time. The assignments are corrected by teachers and rectify the mistakes and clarify the doubts. The students are asked to give class room seminars on allotted topic to them. Before the commencement of their seminar they submit the write up on their topic.

### 2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college is affiliated to Yogi Vemana University, Kadapa hence it adhere to the academic calendar compiled by the university, for the conduct of continuous internal and semester end examinations. In addition to the YVU calendar co-curricular and extra-curricular activities are incorporated to the academic calendar of the college as per the Commissionerate of Collegiate Education, Andhra Pradesh. The in-house examinations committee collects internal question papers from the respective departments. The students are informed about the time table of internal semester examinations as per the academic calendar. The examinations are conducted transparently with supervision of the faculty members. After evaluation of internal examination scripts, the best of two internal marks are uploaded to the controller of examinations, YVU university. Subject and Lecturer wise result analysis of the college is uploaded to the CCE website.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.AOAR.com>

### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage
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			examination		
011	BA	HEP	14	11	78
422	BCom	CA & Gen	20	7	35
633	BSc	mscs	10	5	50
633	BSc	Bzc	3	3	100
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.AOAR.com>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	0	NA	0	0
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
workshop on Indian Red cross society	Zoology	26/02/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	30/06/2019	NA
<a href="#">View File</a>				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	30/06/2019
<a href="#">View File</a>					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	0

### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Mathematics	1	1.4

[View File](#)

### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Mathematics	1

[View File](#)

### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	2018	0	NA	0

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### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Peristaltic flow of a newtonian fluid through porous medium	K shalini	IJSER	2019	1	1	Yogi vemana university

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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	1	0	0	0

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## 3.4 – Extension Activities

### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swatchh Bharat	NSS	15	45
International Yoga day	NSS	15	30

National Sports day	NSS	15	35
Telugubhashadinot savam	NSS	15	35
AIDS day	NSS	15	35
Awareness on blood donars day	Red cross society	15	38
Awareness on santoor scholarships	NSS	15	30
national voters day	Government organisation	15	45
Navanirmana deeksha	Government organisation	15	50
Janmabhoomi	Government organisation	15	50
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	0
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swatchh Bharat	Govt organisations	Campus cleaning and tree plantation	15	45
AIDS	Non-Govt organisations	Awareness programme	15	40
Sreejamahila foundation	Non-Govt organisations	Awareness programmme	15	35
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
deputed to rayachoti for NAAC	Dr P.Satyanarayana reddy	Parent Institution	6
<a href="#">View File</a>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	10/06/2018	30/06/2019	NA
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Yogi vemana University	11/12/2019	to exchange the views and experiences and to share with the students	1
SKR SKR College for women, kadapa	19/12/2018	Exchange of faculty to enhance quality education	1
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6050000	6050000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Video Centre	Newly Added
Seminar halls with ICT facilities	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Newly Added
Campus Area	Existing
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Solo software (Inflibnet)	Partially	2.6	2019

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7000	125000	200	30000	7200	155000
Reference Books	400	100000	30	9000	430	109000
e-Books	0	0	0	0	0	0
Journals	0	0	0	0	0	0
e-Journals	0	0	0	0	0	0
CD & Video	250	25000	0	0	250	25000
Library Automation	0	0	0	0	0	0
Weeding (hard & soft)	0	0	0	0	0	0
Others (specify)	10	10000	0	0	10	10000
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	30/06/2019
<a href="#">View File</a>			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	50	33	33	3	0	2	15	2	0
Added	0	0	0	0	0	0	0	0	0
Total	50	33	33	3	0	2	15	2	0

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS
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#### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Virtual class	<a href="http://www.AOAR.com">http://www.AOAR.com</a>
Digital Class	<a href="http://www.AOAR.com">http://www.AOAR.com</a>
Learning Management System	<a href="http://www.AOAR.com">http://www.AOAR.com</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
20	0.3	40	0.2

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Govt Degree College, kodur(RS) provides access to laboratories to conduct practicals by all the students and faculty in their specialized domains.

**Laboratory Maintenance** The practical teaching in various departments is operated from Monday to Saturday as specified in course curriculum. The laboratories have required equipment to carry out smooth functioning of the laboratories. The following procedure is adopted by the concerned. Students, faculty and technical staff of the college must carry their ID Cards to utilize the facilities of the laboratories with proper log-book entry. The facilities are designed and constructed in a manner which is conveniently accessible. The labs are maintained by taking care of proper lighting, ventilation, air-conditioning, first aid kits and regular water supply. Regular sweeping, cleaning and mopping of all floors and washrooms, dusting of furniture, working stations and shelves etc, which are looked after by the menial staff. List of chemicals/consumables kept in chemical racks and fridges are displayed alphabetically on the doors. The laboratories have sufficient collection of chemicals and glassware and computers loaded with regular software with Wi-Fi facility. The concerned students and faculty can directly go to the lab and make entry in the log book and can work under the supervision of the faculty-in-charge. Users are advised to maintain sanitation and cleanliness in the labs.

Discipline is maintained while working in the labs to prevent any un-to-ward incidents. The users should follow regulations for the efficient functioning of the labs and for the convenience of the co-workers. **Computers:** We have total 50 computers and two Computer labs. ICT facilities available in the departments are meant strictly for academic and research work of students and staff of the college. These are monitored and maintained by the Computer Science Department personal regularly. The three digital classrooms are maintained and utilised by the BA, BCOM, BSC faculty in charge. Virtual Class projector, computers including hardware and software are maintained by the Department of Computer Sciences. **Sports:** College has a Dept. of Physical Education. The physical facilities include a fully equipped gymnasium. The sports played are kabbadi, ball badminton, cricket, chess, volley ball and athletics etc. The students regularly participate in inter-collegiate and district level meets. **Library:** Our Library offers traditional learning as well as e-learning resources and has about 7500 books. The college registered to inflibnet an e- resource to the students and faculty. The daily news papers are provided to the students for the awareness of current affairs. The library caters service to the students from 9.AM to 5.00 PM. **Classrooms:** The college has 14 classrooms, besides four

ICT based classrooms consisting of one virtual classroom and three digital classrooms established as learning resources. There are 06 laboratories, NSS room, library, Sports and Gym room, Administrative Office and Principal chamber.

<http://www.AQAR.com>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Admission fee is paid by the staff members and state government	59	68376
Financial Support from Other Sources			
a) National	NA	0	0
b) International	NA	0	0

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#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal counselling	07/09/2018	30	Samatha seva foundation
Yoga and meditation	21/06/2018	50	Faculty from college
Bridge courses	16/06/2018	26	Faculty from college
Remedial coaching	28/06/2018	45	Faculty from college
soft skill development	28/01/2019	35	faculty from AP skill corporation
career counselling	20/12/2018	35	college level
Guidance for competitive examinations	20/10/2018	59	career launcher

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#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Career	20	20	4	4

Guidance

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	3

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Flexonics mobile manufacturing company	40	5	ICICI bank	10	0

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	BCom	Commerce	Sai degree PG college	MCom
2019	2	BA	Economics	YVU kadapa	MA economics
2018	1	BA	Economics	SVU Tirupati	MA economics
2018	2	BCom	Commerce	Sai degree & PG College, kodur	MCom

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	0

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Dance competitions	Institution	25
Rangoli	Institution	12
national sports day	Inter institution	60

intramurals	Institution	35
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### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	All India Representation	National	1	0	6/2018	A.Hari krishna
<a href="#">View File</a>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

With the objective of inculcating the leadership qualities, coordinating abilities, organizing abilities, shouldering responsibility and accountability in the students, an active Student Council is established. There is active representation and participation of students in both academic and administrative bodies/committees. An institutional Internal Quality Assurance Cell (IQAC) is constituted under the chairmanship of Head of the institution with heads of important academic and administrative units, a few faculty members, a student representative and a few Alumni and one of the faculty members is nominated as coordinator. Students are the members of institutional IQAC. All institutional activities are monitored and controlled by IQAC for the effectiveness of the overall processes and systems. The Class Representative (CR) system is fundamental to student representation as leaders. Student representative of each class is nominated based on their academic merit and they are the active members of the students council. Student council meetings play a pivotal role to assess teaching, learning and support services provided to the students. Students are actively involved in academic council activities, administration, financial matters, institutional developmental activities, library services, physical education and all the programmes organized by the college. Meritorious students are encouraged to take up student study project under the supervision of the staff in order to develop research bent of mind. Further students are given free hand to suggest the requirement of books as well as journals of their interest and curriculum thus involving in library development. In addition students are encouraged to play sports and games under the supervision of physical director. The sports committee that includes student representation is responsible to take the resolutions regarding participation and financial matters. To infuse Social awareness and responsibility students are encouraged to participate actively in NSS activities, Red ribbon club activities, Clean and Green programme, Swachh Bharath programme, Open defecation (ODF) programme, Janmabhoomi programme, Navanirman deeksha, AIDS rally, Environmental protection rally, literacy camps etc.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

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5.4.2 – No. of enrolled Alumni:

17

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

01

**CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Academic functioning: The college inculcates the culture of collective responsibility among the faculty members. Under the supervision of principal and vice principal the departments are provided academic autonomy a step towards effective decentralized governing system. Each department prepares its action plan and schedule of activities in confrontation with the stakeholders and submit to the IQAC. By considering all the action plans of the department the IQAC committee prepares the college action plan. Designing and assigning of student study projects, workshop, guest lectures, career guidance etc are also incorporated into the action plan. Decentralization is having a significant Impact on policy planning and management of higher education. Decentralization and participative management promote quality of education to all sections of people in academic, social, political and aiming to develop a responsible management. Decentralization is seen as a means of improving the efficiency of education system and the quality of educational services. Management, principal, Vice principal, IQAC members, steering committee, teaching staff, non teaching staff, supporting staff, students union, student representatives, stake holders, NSS etc all are working together for the smooth running and overall functioning of the college. Administrative functioning: The office administrative responsibility distribution and monitoring are handled by the office comprises of Senior assistant, Junior assistant, record assistant, typist, office subordinate etc. Budget requirements of the college are prepared and submitted to the principal.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

**6.2 – Strategy Development and Deployment**

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Teaching and Learning	<ol style="list-style-type: none"> <li>1. Teaching the content by using ICT tools like Virtual class, Digital class</li> <li>2. Learning process is assessed through continuous evaluation</li> <li>3. Remedial classes conducted to the slow learners</li> <li>4.The teaching and learning process of the students and lecturers are evaluated through academic performance Indicators by the principal and the CCE.</li> </ol>
Curriculum Development	<ol style="list-style-type: none"> <li>1. The Curriculum is framed by the affiliated university(YVU), kadapa however, feedback collected from the</li> </ol>

	stakeholders as well as staff members regarding curriculum are analysed and forwarded to the YV University where the Board of studies(Two of our faculty are BOS members) develops the curriculum.
Examination and Evaluation	1. The academic tests, assignments, slip tests, Internal examinations, pre-finals are conducted and evaluated. 2. Extra coaching is given to slow learners by the respective faculty. 3. Assignments, seminars, group discussions are submit/participate by the students
Research and Development	1. Lecturers are insisted to organize workshops/seminars/projects in their respective fields 2.Students are given study projects to enhance their knowledge relating to their content 3. In the IQAC meeting the committee resolved that all the faculty members should apply for minor research project to promote research in the institution
Library, ICT and Physical Infrastructure / Instrumentation	1. There are about 7500 books and 15 journals and 600 reference books. The college is registered member of INFLIBNET through which the students and staff browse e-content. 3.students are instructed to use online journals to enhance their knowledge 4. all the students utilise LMS portal and register for Moocs courses.
Human Resource Management	1. The college Planning and Development Council(CPDC) has appointed Guest faculties against the vacant posts 2. The council was also appointed daily casual workers and night watchman
Industry Interaction / Collaboration	Interaction was done by various departments to YV university, kadapa and Horticulture univeristy and Govt. degree College, Rajampeta, Other private institutions
Admission of Students	26 Students were admitted into the college, 9 students joined B.com computer applications , 11 students in BA, 4 students in BSC(MSCS), 3 students in Bsc(BZC)

#### 6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Student Admission and Support	The college follows e-admission. To enhance the admissions the admission are made free and it is bared by the faculty of the college. The Bridge courses are run by each department to

	enlighten about the course objectives and outcomes. There are various committees such as Anti ragging cell, Grievance and redress cell, Women empowerment cell, career guidance, JKC etc to support the students. All the students are benefited by the welfare scholarships of the state government.
Planning and Development	The planning commission prepares an approach for the next year plans with inputs received from support organisations and implemented by state governments
Administration	The college has biometric attendance for teaching, non teaching staff, students. The college functions with e-governance system
Finance and Accounts	The college uses e-governance for functioning of finance and accounts of the college. This helps to increase the efficiency of staff towards the accuracy in financial transactions.
Examination	College constituted in house committee for conduct of Internals and Semester examinations transparently. All the necessary equipment are provided by the college such as desktop and internet facility for online procedure of paper downloading and further activities for exam purpose

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	NA	NA	NA	0
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	MOOCS	NA	26/12/2018	27/12/2019	15	0
2018	Plickers	NA	29/01/2019	30/01/2019	15	0

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Comprehensive online modified module for inductive training	1	08/07/2019	14/09/2019	6
Annual refresher course in teaching	2	21/11/2018	09/02/2019	6
Refresher course on Leadership and governance	2	21/11/2018	09/02/2019	6
Use of ICT in teaching and learning	2	31/12/2018	31/12/2018	6
Refresher course on Calculus	1	12/11/2018	31/01/2019	6

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	0	scholarships

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal audit is done in every department including office at the end of every financial year by the constituted committees. They submit a report to the principal on the maintenance of records and expenditure. Internal audit is conducted by the Regional Joint Director of Collegiate Education, Kadapa to strengthen the efficient functioning of the college. An Academic audit is also conducted every year by the academic audit officers appointed by the Commissionerate of Collegiate Education, Andhra Pradesh, Vijayawada to check the academic practices of the college. The external audit by Accountant General of Andhra Pradesh is conducted to check the revenues and expenditures incurred by the college. Financial Audit provides reasonable assurance that the financial statements of the organization present a true and fair view. In conducting financial audits, auditor determines whether: A. Financial information is presented in accordance with the applicable accounting standards including specific requirements of financial disclosure. B. The organizations

internal control structure over financial reporting and safeguarding assets is effective and C. The organization has complied with laws and regulations applicable to it. Audit of cash receipts and cash disbursements Government financial transactions consist of receipts and disbursements, which are governed by the AP Financial Code and the Treasury Code. The receipts comprise ordinary revenue derived from taxes, duties, fees, fines and current incomes and receipts of banking nature include repayments of loans and advances. Government disbursements comprise expenditure out of ordinary revenues, capital expenditure and payment of banking nature including loans and advances and repayment of deposits. The chief aim of internal audit in respect of cash would thus be to ascertain the adequacy of compliance with regulations and procedures for effective receipt, remittance, reconciliation and accounting. Internal Audit must specifically check whether any bank account has been opened by auditee and if so, whether there are adequate controls (such as bank reconciliation) to ensure proper accounting of receipts and disbursements from it. At another level, they involve diligence in collection of receipts (that revenues due to government are correctly assessed and collected promptly) and observance of propriety in incurring expenditure from public money. Irregularities associated with receipts are as below: a) Funds received on behalf of the government are not deposited in government account and b) Funds received by the Department are utilized to meet the expenditure against which it is sanctioned.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

940210
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCE, vijayawada	Yes	Principal
Administrative	Yes	CCE, vijayawada	Yes	Principal

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Actively participate to promote the admissions 2. Suggestions to conduct more job drives 3. They cooperate in organizing community sensitization programmes.
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6.5.3 – Development programmes for support staff (at least three)

1.Reimbursement of cost of Refresher and orientation courses. 2. Financial support to the faculty to organize seminars and workshops. 3. Encourage staff members to participate in various extension activities by considering their absence as on duty.
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Integrated Attendance management system is followed by staff and students 2. Registered in Inflibnet, LMS, the software systems that provide basis for the e-learning 3. Established a virtual class, three digital classrooms to enhance quality of teaching learning and evaluation 4. Installed 20 kw solar plant 5. Constructed seminar hall and four classrooms and laid CC internal roads. 6. Rain water harvesting pit is under process

#### 6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	Yes

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Regular meeting of IQAC to promote quality enhancement in teaching learning, Result analysis, Remedial coaching, Feedback, submission of AQAR	15/06/2018	10/06/2018	03/04/2019	15
2018	Register in MOOCS, LMS, Inflibnet	23/08/2018	23/08/2018	03/04/2019	74
2018	Internal examinations, evaluation, analysis and remedial classes	13/09/2018	13/09/2018	03/04/2019	74
2018	to attend workshops, seminars and publish papers	23/08/2018	23/08/2018	03/04/2019	15

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### CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness programme on sreeja mahila milk production company	19/09/2018	20/09/2018	15	10
International womens day	08/03/2019	08/03/2019	20	10

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
50 ( 20 KW solar plant is functioning)

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Scribes for examination	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	0	1	06/06/2018	3	sensitization of community	educational values	40
2019	0	1	29/08/2018	2	fitness	Organised games to the local community	30
2019	0	1	16/09/2018	2	environmental sensitization	Rally to create awareness	35
2019	0	1	26/09/2018	2	sensitization of community	awareness to enrol and proper utilization of the vote	35
2018	1	0	02/06/2018	4	Advantages of the institution during	Good environment with beautiful garden.	25

					the admission drive		
2018	1	0	06/06/2018	4	Location Advantages of	spacious classrooms and play fields	30
2018	1	0	13/06/2018	4	facilities	labs, ICT enabled classrooms, library	30
2018	1	0	22/08/2018	2	location	transport difficulties were presented to the CPDC and MLA	15
2019	1	0	05/01/2019	3	location	submitted memorandum to the incharge of janmahoomi programme kodur mandal to improve transport facility to the college	30

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
code of conduct and Ethics	11/06/2018	Responsibility and Accountability 1. Teachers should complete the syllabus in time. Teachers shall produce good results in the subjects handled by them and are accountable for the same. 2. Teachers shall monitor the respective group of students who are attached to them. 3. Assignment topics for each course

are to be given to the students within a week of the beginning of the semester. 4. Assignments should be written in Note Books. The Note Books are to be collected from the students in time and returned to the students after correction. 5. Two internal examinations should be conducted for 25 marks in each semester and the answer books are to be assessed, marks are to be informed to the students as well as sent to the University. 6. Remedial classes should be conducted to the slow learners. 7. Teachers should be good and they should help, guide, encourage and assist the students to ensure that the Teaching-Learning Process is effective and successful. 8. Teachers should maintain decorum both inside and outside the classroom and set a good example for the students. 9. Teachers should carry out other academic, co-curricular and organizational activities that may be assigned to them from time to time. Punctuality and Attendance 1. Teachers must report in time to duty as per the working hours prescribed and should be available in the campus unless and otherwise they are assigned duties elsewhere. 2. Prior written permission should be obtained for reporting late in the morning or leaving early in the evening without detriment to their duties. 3. Teachers should sign the attendance register as well as register their attendance biometrically

while reporting for duty.  
 4. Teachers should remain in the campus till the end of the College hours.  
 5. Prior written permission is required from the Principal / at least a day in advance while availing CL or OD.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Telugubhashadinot savam	29/08/2018	29/08/2018	25
Teachers day	05/09/2018	05/09/2018	30
National voters day	25/09/2018	25/09/2018	30

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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Govt. Degree College, kodur plays an active role to make campus eco-friendly. Collegestaff and students together adopt the policy of reduce, recycle and reuse in general to accomplish this goal The natural landscape pre-dominates the campus with a rich biodiversity of flora and fauna which is taken care of by NSS, students, teaching and non-teaching staff. The IQAC of the college organized a programme on waste management to sensitize the students about the harmful effects of plastic. The students and staff took a pledge on not use the plastic inside and/or outside the campus. The bio waste of the college is converted as vermin compost. To promote energy conservation the college established 20 KW solar panels, which meets 50-60 of college needs. A sensitization programme on water conservation was organized to the students and the community. Rain water harvesting is also in practice in the campus

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

**BEST PRACTICES 1. ICT Based Learning** ICT is the mode of education that uses information and communications technology to support, enhance and optimize the delivery of the information. The college is well equipped to deliver ICT based teaching, learning and evaluation. The faculty and the students utilizes a) virtual classrooms, b) digital classrooms, c) learning management system (LMS), d) Mana TV, e) Infilibnet for ICT based transfer of learning. A) Virtual Classroom is a teaching and learning environment where participants can interact, communicate, view and discuss presentations, and engage with learning resources while working in groups in an online setting. The college is one of the members of the District Resource Committee (DRC) of Degree Colleges of kadapa District. The DRC prepares the plan of action with eminent lecturers as presenters and all the member colleges participate. Four of the college lecturers are the presenters of the virtual class and the remaining staff and all the students of the respective subjects actively participate in the virtual class and enhance their teaching and learning. B) Digital Classroom: The college is having three digital classrooms, each of them is utilized by BA, Bcom and BSC faculty and students. This classes are utilized for teaching learning evaluation and presentation by the staff and students. The faculty follows blended teaching and learning where they utilize traditional methods and digital classes for ICT based teaching and learning. All these classes are

handled by using power point presentations, Internet based teaching, downloaded e-material etc. The students too took active participation in preparation and presentation of subject matters through digital classrooms. It enriches the departmental digital learning resources with student centric initiatives. These resources are utilized for quick and effective evaluation by using online methods such as Plickers, Kahoot etc. C) Learning Management System(LMS): LMS is launched by MHRD which was introduced to the college by Commissioner of Collegiate Education. This system enables the staff and students to hear, upload the relevant subject matter of higher education. All the staff and students registered in LMS and browse the lessons, attend to the assignments, post their feedback etc regularly. D) MANA TV: The college is having MANA TV facility through which the staff and students attend to the classes that were telecast by CCE. This classes includes important topics of various subjects and value added courses presented by eminent faculty. The staff and students post their feedback to enhance quality of teaching and learning. The ID college prepares schedule for these classes and all the students and staff follow these classes regularly. E) Infilbnet:The college is having Infilbnet facility under Solo software, 2.6 version. All the students and staff registered members of infilbnet. This facility is availed by the students to develop their knowledge and the faculty utilizes this for subject improvement, research resources etc. For the effective utilization of the ICT based resources, one faculty member from each group BA, BCom and BSC coordinates and maintains the facilities. 2. Sensitization of the Community The management, principal, staff and students actively participate in various programmes that sensitize the community in various aspects such as a) Navanirmanadeeksha b)Janmabhoomi programme c)fitness awareness d) enrolment of voters e) importance of ozone layer etc. A) Navanirmanadeeksha: College staff and students actively participated in Navanirmanadeeksha from 2nd June, 2018 to 8th June, 2018. On the part of this, Navanirmanadeeksha pledge was administered by principal, staff and students. The staff and students the navanirmanadeeksha programs at Panchayathi office Kodur, Ulagaddapodu, Anantharajupeta, Buduguntapalli, and Ayyavaripalli and sensitize the rural public regarding the various government schemes, the procedure to avail them and the role of the public towards the construction of holistic society, and at the same time explained about the facilities and infrastructure available in the college. B) Janmabhoomi Programme: Government of Andhra Pradesh launched 6th round Janma Bhoomi programme from 2/1/2019 to 11/1/2019. As a part of this college staff and students participated this programme at Buduguntapalli, kodur and discussed various government schemes, specifically the staff and students enlightened the public about the importance of education, technology in education, e-content and infrastructure development. The students presented powerpoint presentation regarding this aspects. C) Fitness Awareness: An awareness program was conducted on 29th august, 2018 on the occasion of national sports day. Rally was organized at buduguntapalli to create awareness on health fitness and hygiene. Later in a meeting department of physical education explained about the achievements of Dhyan chand and the importance of regular exercises, yoga and meditation to maintain fitness. The facilities available in the department were also explained and invited the alumni, parents and public to utilize the facilities and suggestions regarding fitness and health. D) World Ozone Day: An awareness program on prevention of the ozone layer was conducted on 16th September, 2018 at buduguntapalli, the public was enlightened by the faculty regarding the ozone layer, a fragile shield of gas, protects the Earth from the harmful portion of the rays of the sun, thus preserving life on the planet. It also protect human health and ecosystems by limiting the harmful ultraviolet radiation from reaching the earth. 99 per cent of ozone-depleting chemicals are in refrigerators, air-conditioners and automobiles. We need to put efforts to control HFCs with energy efficiency improvements in the cooling industry, thus we can achieve bigger climate benefits by protecting the ozone layer. E) voters

day: National voters day is observed on 25th January to highlight the importance of enrolment of vote, voting and polling of every vote. The department of political science explained about the supreme power vested in the people in a democratic government and their role directly or indirectly through a system of representation usually involving periodic free elections. Our Parliament and Legislatures are of the people, by the people and for the people. Voting is a constitutional right that we are privileged to have. We take it for granted, but the constitution has given us the right to elect who we want, and the right to make the change. He also added every citizen has basic right to vote. He or she has right to select his leader to whomever they think is capable of leading the nation, solve the problems of common people, bring about change etc. National Voters Day is a significant root of India as future of the country lies in the leader that we choose.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.AOAR.com>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college is always on the look-out to adopt ways and means to cope with the fast changing conditions. Some of the innovations and best practices that are practiced in our college are as follows: 1. Every year the college hosts awareness programmes through supportive services like NSS, DRC and RRC. The students actively participated in these activities 2. Lecturer-ward system, lecturer-parent interaction, remedial coaching classes for the weak students ensure the steady progress of the students besides monitoring them to stay fixed on the right track. 3. Proficiency Prizes: The chief objective of the noble practice is to identify and honour the talented students in the sphere of academics, literary, cultural and sports activities on the eve of college anniversary celebrations to create inspiration and competition among the student community. This practice motivates the students to achieve prizes at district and state level competitions Details of innovations introduced during the year, which have created a positive impact on the functioning of the College are provided hereby. College always believes in being proactive in executing best and innovative practices. Innovations are attempted when there is a need for them and the index of their success is the extent to which students are benefited. Cognizant of dynamic trends in learning styles and strategies of the savvy new generation of learners, the college has introduced the following innovative tech- practices. 1. Student mentoring practice has been practiced by all academic departments to support student's overall growth and effective functioning of the college. 2. Teaching diaries, teaching notes are maintained by teachers for transparency of work. 3. To evaluate and improve teaching skills feedback from students is obtained. 4. Active old student's alumni association has been formed to inspire and help students 5. Various programs focused on social issues are organized through NSS and members of the various committees of the college. 6. Personality development programs are organized to improve soft skills and inculcate good morale and ethical values in students. 7. Academic audit has been introduced to keep the teachers up-to-date. 8. Academic Performance Indicator (API) scores are used as tool for assessing the performance of the faculty and further in CAS promotions. 9. Use of novel and ICT teaching, learning methodologies. 10. Encouraging e-Governance to reduce paper work. 11. Rejuvenated Eco club and Environment protection club. 12. Certificate courses through Moocs were obtained by the students and faculty.

Provide the weblink of the institution

<http://www.AOAR.com>

### **8.Future Plans of Actions for Next Academic Year**

? To run the PG courses, certificate courses in spoken English, computer fundamentals, tally course ? To enhance the employability skills among the students through JKC Career Guidance cell ? Plan to organize academic programmes with ICT facilities to the Junior college students of kodur in view of introducing the environment and infrastructure facilities available in the campus to improve admissions. ? All the teaching staff will be insisted to organize/participate in seminars/workshops etc. ? Initiation to apply for NCC unit in the college. ? To focus on ICT development towards utilization of the mobile tools. ? Plan to introduce Flipped classrooms. ? Efforts will be put to construct bridge under the railway lines to improve the transportation facilities to the college.