



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	GOVERNMENT DEGREE COLLEGE
Name of the head of the Institution	Dr. M. Sreelatha MA, M.Phil, PhD.
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08566-244007
Mobile no.	9989305638
Registered Email	koduru.jkc@gmail.com
Alternate Email	koduru.iqac2020@gmail.com
Address	k. Budugunttapalli.
City/Town	KODUR RS
State/UT	Andhra Pradesh
Pincode	516101
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Kum. K. Shalini
Phone no/Alternate Phone no.	09441151599
Mobile no.	9963410546
Registered Email	koduru.iqac2020@gmail.com
Alternate Email	snreddypagala@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://drive.google.com/file/d/1tsnPrVcMsY7zadM8mexlVOJFbExpbK-1/view?usp=sharing
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4. Whether Academic Calendar prepared during the year

if yes, whether it is uploaded in the institutional website: Weblink :	http://gdcrlykoduru.edu.in
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5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	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

6. Date of Establishment of IQAC

18-Jun-2012

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
Lecture by an extermal expert on career	25-Feb-2020 1	60

development		
Student participation in KISHORI VIKASAM	14-Feb-2020 7	500
Action plan	03-Jun-2019 365	76
Bridge classes	01-Jul-2019 7	36
International yoga day - Spiritual health	21-Jun-2019 1	55
Vanam-manam programme	26-Jun-2019 7	80
Fit India movement	29-Aug-2019 1	60
Participation in youth festivals	18-Sep-2019 2	15
Orientation on MOOCs and LMS	14-Oct-2019 1	80
Speech on motivation by an external expert	19-Oct-2019 1	80
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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
Government Degree College	RUSA	MHRD	2019 365	2000000
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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 and implementation of Academic calendar and action plan
 2. The committee elicited excellency in teaching of the faculty by utilizing ICT tools.
 3. Organized various awareness programmes to sensitize the students and community.
 4. Prepared the Annual Quality Assurance Report (AQAR) of the College based on the quality assessment criteria developed by NAAC, NIRF and ISO.
 5. Obtained feedback responses from students, parents and other stakeholders

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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
Online classes and webinars during the lockdown	Revision of the syllabus and celebration of various programmes virtually
Feedback from the stakeholders	Helped to enhance teaching learning process and curriculum
Celebration of National and International days	Developed social responsibility, patriotism, awareness on rights and knowledge about the national leaders and eminent personalities
To motivate staff and students to publish papers, attend seminars, register for MOOCS and LMS	Most of the faculty published papers, attended seminars and twenty MOOCS courses were completed by the staff and students
Career Guidance	Students were made aware of Higher studies and Job Opportunities
Community programmes	Community was sensitized in various aspects
Student seminars, Assignments, QUIZ etc	Students sharpen their knowledge and Communication skills
Academic Action plan(Curriculum)	Syllabi completed within stipulated period

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
CPDC	17-Mar-2020

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

No

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	10-Mar-2020
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)	<p>The commissionerate of Collegiate Education, Andhra Pradesh has launched web based Management Information System of Higher Educational Institutions. The college too updated the web page about the profile of the college, courses offered, new courses to be introduced in 202021, cadre strength, information of the existing faculty, infrastructure (Basic, Academic, Library, JKC and Sports and Games), reports of quality assessment agencies such as AISHE. NIRF, NAAC, research papers published, co curricular and extra curricular activities. In addition to this admission process has been widely advertised through print and local electronic media. The rules and regulations are provided through the prospectus for the benefit of the students. The action plan and various resolutions made in the meetings of CPDC, College Council, Staff and Students are informed through circulars, whatsapp, SMS, Mails etc. The ward system takes care of informing the parents through SMS service and phone calls as and when the need arises. The staff and students attendance is maintained by integrated attendance management system (IAMS) which can be viewed online. The staff can apply leave online and they can view their leave account online. Staff salary notification and generation of salary slips is done online. Students evaluate teachers online through SSS (Student Satisfaction Survey) and outcome are evaluated and analyzed.</p>

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, English Language Lab, Science Laboratories, Virtual Class, Three Digital Classrooms, Library, Gym, Sports facility, with sufficient technical staff. The IQAC with consultation of the staff of the departments prepares 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 classroom teaching, regular tests, study hours, group discussions, lab work, study projects and seminars. 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
Python	NA	09/09/2019	21	employability	soft skill
Soft skills (Online)	NA	07/09/2020	30	employability	soft skill
Math Skills (Online)	NA	01/10/2020	30	employability	soft skill

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil
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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	History, Economics and Political Science	10/06/2019
BCom	Computer Applications	10/06/2019

BSc	Maths, Statistics and Computer Science	10/06/2019
BSc	Botany, Zoology and Chemistry	10/06/2019

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

	Certificate	Diploma Course
Number of Students	1370	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 and Professional Ethics	10/06/2019	36
Environmental Studies	10/06/2019	36
Leadership	26/11/2019	26
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	History, Economics and Political Science	15
BCom	Computer Applications	20
BSc	Maths, Statistics and Computer Science	5
BSc	Botany, Zoology and Chemistry	5
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
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 Students, Parents, teachers and alumni of the institution periodically. The feedback is collected on the curriculum and performance of the faculty (Student Satisfaction Survey SSS). 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 from the stake holders. Feedback: Curriculum may be revised and there may be Flexibility in opting combination of subjects. The curriculum should include advanced learning modules. Suggested for job-oriented certificate courses Action taken: The feedback on Curriculum was communicated to YVU, Kadapa for necessary action in its periodical changes in the syllabus. Feedback: Students suggested the need for Job oriented courses, training for facing interviews during campus selection. Action taken: Applied for certificate course in horticulture to the UGC. Career guidance cell was advised to invite eminent personalities to motivate and impart skills. The staff council resolved to conduct atleast one certificate course by each department 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, and all the staff were insisted to take majority of classes through smart class. It is resolved to include smart class schedule in the Time table of the college. Feedback: Library facilities must be improved 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 in 2020-2021 Feedback: More Extension activities to be organized. Action taken: In addition to the observation of national and international days it was planned to organize sensitization programmes in the adopted village and the surrounding areas and planned to enhance internships and MoUs. Feedback: The alumni suggested the ways and means to enhance the admissions. Action taken: A schedule was chalked out with staff, students, alumni and parents and achieved nearly 100 increase in the admissions.

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
BSc	Botany, Zoology, Chemistry	60	7	7
BSc	Mathematics, Statistics, Computer Science	60	8	6
BCom	Computer Applications	60	24	18
BA	History, Economics, Political Science,	60	7	6

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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
2019	76	0	16	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
16	16	6	5	4	6
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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 counselling 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, cocurricular and extracurricular activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
76	16	1:5

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
19	11	8	4	4

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
2019	Kum. K. Shalini	IQAC / CIQA coordinator	RULA Young Scientist Award

2019	Smt D. Renuka	Lecturer	Best Income Tax Payer (Bronze)
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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	Semester II and IV	04/11/2020	22/12/2020
BCom	422	Semester II and IV	04/11/2020	22/12/2020
BA	111	Semester II and IV	04/11/2020	22/12/2020
BSc	633	Semester VI	29/09/2020	31/10/2020
BDes	422	Semester VI	29/09/2020	31/10/2020
BA	111	Semester VI	29/09/2020	31/10/2020
BSc	633	Semester I,II and III	20/11/2019	06/02/2020
BCom	422	Semester I,II and III	20/11/2019	06/02/2020
BA	111	Semester I,II and III	20/11/2019	06/02/2020

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

Semester system has been introduced as per the UGC guidelines since 2015-16. The Inhouse 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. Internal marks register is maintained by each department. Best marks out of two mid exams are uploaded in university website and a hard copy too is 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 adheres 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. Based on the performance of internal examinations the students are classified into slow, moderate and advance learners. The calendar includes remedial classes to the slow learners, internships and certificate courses to the advance and moderate learners. This year online classes were incorporated into the calendar during the lockdown due to COVID 19 Subject and Lecturer wise result analysis of the college is analysed and 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.GDCRLYKODURU.EDU.IN>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
633	BSc	Mathematics, Statistics, Computer Science	4	4	100
422	BCom	Computer Applications	8	7	88
011	BA	History, Economics, Political Science,	5	5	100

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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.GDCRLYKODURU.EDU.IN>

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
Null	0	NA	0	0

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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
nill	NA	

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
International best researcher in Mathematics	Koneti Shalini	RULA	15/08/2019	Mathematics
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nill	NA	None	NA	None	Nill
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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	Mathematics3	3	Nill
International	Computer applications	3	Nill
International	Political Science	2	Nill
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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
Physical education	1
Chemistry	1
Environmental Studies	1
Mathematics	3
Political Science	2
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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
Peristaltic flow of newtonian fluid through a porous medium in two dimensional channel with hall effects	K. Shalini	International Journal of Scientific and Engineering Research	2019	3	Government Degree College, Koduru (RS)	3

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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 newtonian fluid through a porous medium in two dimensional channel with hall effects	K. Shalini	International Journal of Scientific and Engineering Research	2019	1	3	Government Degree College, Koduru (RS)

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	5	0	0
Presented papers	8	12	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/	Number of teachers	Number of students
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	collaborating agency	participated in such activities	participated in such activities
National Voters Day	NSS	15	40
Death Anniversary of Sri Potti Sreeramulu	Dept. of Political Science	16	40
World AIDS day	NSS	15	35
National sports day and Fit India movement	Dept. of Physical Education	15	55
World Population Day	IQAC	10	35
International Yoga Day	Dept. of Physical Education	15	35
National Girl Child day and voters day	Women Empowerment cell	15	45
International Womens day	Women Empowerment cel	15	50
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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
0	0	0	0
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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
National Mathematics Day	Sararwathi Vidyalaya	National Mathematics Day	1	0
Vanyaprani varotsavalu	Sri Venkateswara National Park Balapalli range	Vanyaprani varotsavalu	10	30
Youth Festival	STEPS Kadapa	Youth Festival	3	10
Kishori Vikasam	Govt. of AP	Kishori Vikasam	3	10
PCRA Painting Copetition	Petroleum Conservation Research Association	Painting	3	5
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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
Faculty Exchange to GDC Rayachoty for NAAC work	Dr. P. SatyanarayanaReddy	Parent College	90
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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
Nil	Nil	Nil	Nil	Nil	Nil
View File					

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
Association of Poverty Eradication and Development	16/06/2019	Awareness on poverty, various schemes of the government,	30
Yogi Vemana University	10/06/2019	To Enhance Teaching Learning process, Guidance to Career Development	2
MMK Computer training centre	10/06/2019	Setting of question papers to institute. exchange of teaching, career development etc	2
Sai Computers, Kodur	10/06/2019	Setting of question papers to institute. exchange of teaching, career development etc	6
SKR SKR Govt. Degree College	10/06/2019	To Enhance Teaching Learning process, Guidance to Career Development	2
Govt. Degree College for Men (A), Kadapa	10/06/2019	To Enhance Teaching Learning process, Guidance	Nil

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20	20

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing

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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
SOUL	Partially	2.6	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9101	Nil	200	40500	9301	40500
Reference Books	430	Nil	125	20487	555	20487
e-Books	0	0	0	0	0	0
Journals	15	15000	3	1000	18	16000
e-Journals	0	0	0	0	0	0
Digital Database	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	326	4925	326	4925

Others(s pecify)	0	0	55	5000	55	5000
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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
K. Umamaheswari	Strings and Vectors inJava(English)	LMS of CCE	19/09/2020
K. Umamaheswari	Classes and Objects inJava(English)	LMS of CCE	19/10/2020
K. Umamaheswari	Methods in Java, Prototype, body andaccess(English)	LMS of CCE	21/09/2020
K. Umamaheswari	Passing Objects and Arrays to Methods inJava(Telugu)	LMS of CCE	21/09/2020
P. Chendrayudu	Hetero cycle compounds	LMS of CCE	27/04/2020
Dr. A. Sreelakshmi	ARRAYS INTRODUCTION – DECLARATION OF ONE DIMENSIONAL ARRAYS ACCESSING ELEMENTS IN 1D ARRAY	LMS of CCE	19/09/2020
Dr. A. Sreelakshmi	MULTI DIMENSIONAL ARRAYS SYNTAX DECLARATION AND DEFINITION 3D	LMS of CCE	20/09/2020
Dr. A. Sreelakshmi	TWO DIMENSIONAL ARRAYS STORING ANDACCESSING VALUES FROM 2D ARRAYS AND OTHER RELATED OPERATIONS	LMS of CCE	23/09/2020
Dr. A. Sreelakshmi	MULTI DIMENSIONAL ARRAYS SYNTAX DECLARATION AND DEFINITION 3D	LMS of CCE	24/09/2020
G. Raviteja	Artificial Insemination	LMS of CCE	10/10/2020
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt	Others
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								h (MBPS/ GBPS)	
Existing	50	33	33	3	0	2	15	110	0
Added	0	0	0	0	0	0	0	0	0
Total	50	33	33	3	0	2	15	110	0

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

110 MBPS/ GBPS

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
Digital classrooms	http://gdcrlykoduru.edu.in

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
1.72	1.72	18.28	18.28

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 utilized by the staff and students of BA, BCom and BSc under the supervision of faculty in charge. Virtual Class projector, computers including hardware and software are maintained by the Department of Computer Applications. 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. At the beginning of the academic year and at the regular intervals the grounds and the equipment is maintained and meet the required repairs to the gym equipment by the physical education department.

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 07 laboratories, NSS room, library, Sports and Gym room, Administrative Office and Principal chamber. Overall supervision is carried out by the committee drafted for the maintenance.

<http://gdcrlykoduru.edu.in>

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	Jnana Bhoomi, State Government Scholarship	71	350022
Financial Support from Other Sources			
a) National	nill	0	0
b) International	nill	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
Career counselling	25/02/2020	45	Career Launcher, Tirupati
Soft skills and career guidance	04/02/2020	60	GDC Rajampeta
Motivation	19/10/2020	45	Ramakrishna SERC Tirupati
Remedial Coaching	12/08/2019	55	Faculty of the College
Yoga and Meditation	21/07/2019	40	Rajamatha Yoga Centre Suraparaju Palli
Bridge Courses	17/06/2019	37	Faculty of the College
Mentoring	10/06/2019	75	Faculty of the College

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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
2019	JKC	25	25	3	3

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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
2	2	1

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
Nil	0	0	AP Skill Development Corporation at Chadalavada Engineering College, Tirupati	8	0

[View File](#)

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	2	BA	Economics	Yogi Vemana University	MA Economics
2019	1	BCom(CA)	Commerce	Sai Degree and PG college	MS Computers

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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	3

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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
Rangoli and Fine Arts Competitions on the occasion of College day	Institution	35
Rangoli and Fine Arts Competitions on the occasion of Independence day	Institution	30
Sports and Games on the occasion of College day	Institution	50
Sports and Games on the occasion of National Sports Day	Institution of adopted village	50
Sports and games competitions on the occasion of Independence Day	Institution	45

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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	nill	Nill	Nill	Nill	NA	NA

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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 in the college. 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, Swatch Bharath programme, Anti Open defecation (ODF) programme , Janmabhoomi programme, Navanirmana deeksha, AIDS rally, Environmental protection rally, literacy camps, EBSB etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

150

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

20000

5.4.4 – Meetings/activities organized by Alumni Association :

2

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)

VISSION and MISSION: The vision of the college is "empowerment of the youth as proficient nation builders" The college is situated in rural area and all the students are first generation graduates. The college caters to all the needs of students. It aims at all-round development with human and ethical values, knowledge based learning and global outlook among the students. 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. 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. 1. The decision-making bodies are-the College Planning and Development Committee, IQAC and the College Council. The other statutory bodies- Internal Compliance Cell, Grievance Redressal Cells, Anti-

Ragging Cell, ST/ST Cell and OBC Cell ensure the smooth functioning of the institution. There is student representation in statutory and administrative bodies. 2. The IQAC in coordination with stake holders defines the quality bench mark parameters for enhancing the overall academic atmosphere of the college. It takes initiatives in planning and implementing the various quality improvement strategies of the college through the departments and supporting bodies. Performance appraisal of teachers and non-teaching staff, feedback collection, analysis and subsequent action forms part of the regular 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)?

Partial

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
Admission of Students	The college follows the reservation policy of the government in its admissions. The admission committee of the college organizes the admission drives to enlighten the programmes offered and the infrastructure facilities available in the college.
Industry Interaction / Collaboration	To enhance quality of learning and career opportunities the institution interact with the institutes such as Horticulture College Koduru, Yogi Vemana University Kadapa, Barytes Mangampeta, Govt. degree College, Rajampeta, and other local private institutions
Human Resource Management	Human resource management is the design of formal systems in an organization to ensure effective and efficient use of human talents to accomplish organizational goals. 1. The college recruits' adequate staff as and when the vacancy arises due to transfer and/or the retirement of faculty members. This year four faculty members were appointed 2. The work adjustment is made in case if any faculty member is on leave.
Library, ICT and Physical Infrastructure / Instrumentation	1. There are about 7500 books and 15 journals and 600 reference books. 2. The college is equipped with one Virtual and three Digital Classrooms. The teaching learning process is enhanced by sharing classes with other colleges through District Resource Center. 3. The students are encouraged

	to utilizes the ICT tools for their seminars 4. All the students utilise LMS portal and register for MOOCs courses.
Research and Development	1. Lecturers are encouraged to organize/attend workshops/seminars/projects in their respective fields 2.Students are given study projects to enhance their knowledge relating to their content 3. The faculty are encouraged to develop their knowledge by attending Refresher Courses through SWAYAM platform and to apply for FIP.
Examination and Evaluation	1. The academic tests, assignments, Internal examinations, pre-finals are conducted by the inhouse examination committee as per the schedule and evaluated by the respective faculty (internal evaluation). Based on this internal marks are awarded to the students 2. Semester end examinations are held by the controller of examinations Yogi Vemana University and grades are given through external evaluation
Teaching and Learning	Utmost priority is given to improve the teaching learning environment The quality initiatives that followed by the college are 1. Teaching the content by using ICT tools like Virtual class, Digital class 2. Learning process is assessed through continuous evaluation 3. Remedial classes are conducted to the slow learners 4.The teaching and learning process of the students and lecturers are evaluated through academic performance Indicators by the principal and the CCE.
Curriculum Development	The Curriculum is framed by the affiliated university(YVU), kadapa however, feedback collected from the 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 chair persons and two members) develops the curriculum.

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

E-governance area	Details
Planning and Development	The outline of the Planning and Development activities of various academic and infrastructure are suggested by the CCE AP regularly through video conferences, tele

	conferences, emails etc. The proposals regarding NADU-NEDU (A Programme launched by the State Government for the infrastructural development) and modification in the academic programmes of the college were dealt electronically
Administration	The administration of the institution is executed through e governance. Administration information is exchanged with CCE, RJDCE, Nodal College and various colleges through e governance only. Information like particulars of staff, college and reports on academic and administrative activities, number statement, and numerical data to the CCE is submitted through MIS portal. The staff and students attendance is maintained by Integrated Attendance Management System (IAMS) which can be viewed online. The staff can apply leave on line and they can view their leave account online. Students evaluate teachers online through SSS
Finance and Accounts	The financial transactions of the college are done through Comprehensive Financial Management System (CFMS) initiated by state government of Andhra Pradesh. All purchases at institution level are processed through least quotation system and payments are made online. Salaries to the staff are credited into their accounts through CFMS. The payments of the RUSA funds too are paid through online
Student Admission and Support	Online student admission process was introduced in UG by CCE from academic year 2018-19 which was followed by the institution. Students apply for scholarships through electronic media and the scholarship amount sanctioned to the students are directly credited into their accounts. Feedback on both curriculum and faculty is collected online..
Examination	Apart from circulation, the internal exams time table is also placed in the specific whatsapp groups of the classes. The examination fee is paid by the students online to the university. The process of examination applications, issue of hall tickets and the publication of the results are done by the affiliated university through online.

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
2019	nill	Nill	Nill	Nill
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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)
2020	Training on utilizing virtual class	nill	03/02/2020	03/02/2020	15	Nill
2020	Cyber security	Cyber security	09/07/2020	09/07/2020	15	3
2020	Open Edu cational Resources	nill	24/07/2020	24/07/2020	15	Nill
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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 induction training	1	08/07/2019	14/09/2019	45
Online Faculty Development Programmes by CCE in Chemistry	1	01/07/2020	05/07/2020	5
Online Faculty Development Programmes by CCE in Mathematics1	1	13/07/2020	17/07/2020	5

Online Faculty Development Programmes by CCEin Zoology	1	06/07/2020	10/07/2020	5
Online Faculty Development Programmes by CCE Computers	2	20/07/2020	24/07/2020	5
Online Faculty Development Programmes by CCE in political science	1	03/08/2020	08/08/2020	5
e-Content Design for LMS /Video Making	4	03/08/2020	07/08/2020	5
Online Faculty Development Programmes by CCE in Telugu	1	17/08/2020	21/08/2020	5
Internet of Things by APSSDC	2	13/07/2020	25/07/2020	13
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	4	0	3

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
General Provident Fund (GPF), Contributory Pension Scheme (CPS), Andhra Pradesh Group Life Insurance (APGLI), Employees Health Scheme (EHS) and Faculty Improvement Program (FDP)	General Provident Fund (GPF), Contributory Pension Scheme (CPS), Andhra Pradesh Group Life Insurance (APGLI) and Employees Health Scheme (EHS),	Fee reimbursement to the economically backward students, Andhra Pradesh State Welfare Scholarships and Minority Scholarships

6.4 – Financial Management and Resource Mobilization

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

The College conducts regular audits for all financial transactions. Internal Audit: The initial internal audit in the case of the daily income and expenditure statement regarding fees, caution deposit, grants for students etc is done by the college office staff headed by the Upper Division Clerk. This is verified by the Principal. In case of the funds received from UGC, RUSA, etc., the Planning and Purchase Committee and the Teacher Coordinators of each fund

handle the utilization and disbursement of accounts. The directions from the concerned higher authorities (SERO, SPDRUSAAP etc.) and external Chartered Accountant are followed in the internal audit.. The projects sanctioned by UGC and other government bodies, after the completion of the specified period or scheme, all the files relating to the period are submitted to a certified Chartered Accountant for verification and audit certificate. External Audit: The audit wing of the government from the Department of Education visits the college and inspects all the files relating to financial and administrative matters, the schemes that the college has availed of and all the receipts and payments in the college. In addition, the Accountant General, Andhra Pradesh also conducts verification and suggests directions by way of audit report. The government (RJDCE, CCE, AG) conduct regular audits and give their comments. Any correction or clarification required is intimated to the institution and modified statements are submitted. If an objection is raised in the audits, the concerned person(s) are notified and the corrections mentioned in the audits are suitably rectified and action is taken. Thus, audit objections are settled.

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
nill	0	0
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6.4.3 – Total corpus fund generated

940210

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	No	Nill	Yes	Principal
Administrative	No	Nill	Yes	Principal

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

1. Actively participate to promote the admissions 2. Provide feedback on curriculum and overall functioning of the college. 3. Cooperate in organizing community sensitization programmes.
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6.5.3 – Development programmes for support staff (at least three)

The welfare measures/schemes for support staff are 1. Employment to the family members in case of demise as per the GO of Andhra Pradesh. 2. Promotion as teaching staff as per the rules and regulations. 3. Loans on General Provident Fund and Andhra Pradesh Group Life Insurance (APGLI). 4. Festival Advance. Medical reimbursement facility, Employees Health Scheme. Vehicle loan, Educational loan, Housing loan. Medical leave, Study leave, Maternity and Paternity leave.

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 LMS, the software systems that provide basis for the e-learning developed by the Commissionerate of Collegiate Education AP. 3. Extensively using virtual class, three digital classrooms to enhance quality of teaching learning and evaluation 4. Utilizing the renewable energy resources through 20

kw solar system 5. Adapting online teaching through ICT tools 6. Rain water harvesting pit.

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	No

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
2019	Action Plan	10/06/2019	10/06/2019	31/10/2020	20
2019	Bridge course to First year students	10/06/2019	17/06/2019	21/06/2019	37
2019	Remedial coaching	07/08/2019	12/08/2019	16/10/2019	35
2019	Awareness on MOOCs LMS	14/10/2019	14/10/2019	14/10/2019	50
2019	External talk on motivation and stress management	19/10/2019	19/10/2019	19/10/2019	45
2020	Activity on career guidance	25/02/2020	25/02/2020	25/02/2020	60
2020	Feedback from stakeholders	25/02/2020	27/02/2020	14/03/2020	40
2020	National Webinar on OER	24/07/2020	24/07/2020	24/07/2020	250
2020	e Magazine	10/08/2020	01/06/2020	10/08/2020	150

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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
Induction programme and Bridge classes	17/06/2019	22/06/2019	20	35

National women equality day	26/08/2019	26/08/2020	35	40
Girl child Day	24/01/2020	24/01/2020	30	35
International Womens day	08/02/2020	08/02/2020	40	35

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 (20kw solar power plant is functioning)

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0
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	1	Nil	10/06/2019	28	Admission campaign	Facilities and programmes available in the campus	200
2019	Nil	1	21/06/2019	1	International yoga day	Health	60
2019	Nil	1	11/07/2019	1	World population day	Hazards of population explosion	65
2019	Nil	1	26/06/2019	6	Vanumanum	Plantation of saplings	150
2019	Nil	1	29/08/2019	1	Fit india movement	Fitness and health	100
2019	Nil	1	03/10/2019	6	Vanya prani vaarotsavalu	Ecological balance	65
2019	Nil	1	01/12/2020	1	World Aids Day	sensitization of community	120

2020	Nil	1	24/01/2020	1	National voters day	Sensitization	90
2019	1	Nil	20/12/2019	1	Quiz competition to junior college students of koduru	making aware of the facilities of the college	100
2020	1	1	13/02/2020	6	Kisori Vikasam	Awareness on education to the students and community	250

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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	10/06/2019	The employees working in the Collegiate Education are governed by AP Civil Service (Conduct) rules of 1964 issued in G.O. Ms. No. 468 GA (ser.C) dept. dated 17/04/1964, which includes the code of conduct for Principal, Teaching Staff, and Administrative staff in Govt. Degree Colleges. Further the duties and responsibilities of staff, students alumni and the parents also incorporated.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Telugu Bhasa Dinotsavam	29/08/2019	29/08/2019	50
Teachers Day	05/09/2019	05/09/2019	60
National Girl Child day	24/01/2020	24/01/2020	90
National voters day	25/01/2020	25/01/2020	65
International womens day	07/03/2020	07/03/2020	75

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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. College staff and students together adopt the policy of reduce, recycle and reuse the resources in general. To accomplish this goal 1. The students and staff took a pledge on not to use the plastic inside and/or outside the campus. The bio waste of the college is converted as vermicompost. . 2. Organized VANYA PRANI VAAROTSAVALU from 1st October to 7th October. Forest Officers of Sri Venkateswara National Park, Balapalli too took part in the awareness programme. 3. Plantation of saplings in the campus and adopted villages through VANUM MANUM programme 4. To promote energy conservation the college established 20 KW solar panels, which meets 50-60 of college needs. 5. Rain water harvesting is in practice in the campus, 6. E office for the transactions of admissions, attendance, examinations, correspondence with higher authorities, finance, circulars etc. is in practice. 7. Usage of LED bulbs in the college campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE I 1. Title of the Practice: Online Classes 2. Objectives of the Practice: The corona virus triggered the first phase of nationwide lockdown in India which began on March 25, 2020, for 21 days and subsequently repeated on April 15, 2020, for 19 days as the second phase on May 04, 2020, for 14 days as the third phase on May 18, 2020, for 14 days as the fourth phase and on June 01, 2020, only for containment zones taking 16 days. The whole educational system has been collapsed during the lockdown period. As the COVID-19 pandemic spreads, there has been an increasing move towards teaching online because of shutting down of colleges and universities for an indefinite time. The college too followed the online education with the following as its objectives. 1. To keep in touch with the students. 2. To revise the syllabus so that the students can attempt the final examinations with ease. 3. The Context: In the face of COVID-19, the shared vision of education system realized that during the pandemic period, teachers and students should adapt online teaching-learning platforms to fulfill the current educational needs. Everyone, either teachers or students, were friendly skilled in using social media app viz. WhatsApp, Facebook, Twitter, Instagram, which turned into smooth facilitation of using online educational platforms such as ZOOM, Cisco WebEx, Google Meet etc. as a sign of positive transfer of learning. Our college too prepared action plan, keeping in view the pandemic and availability of resources for implementing online teaching. To go with the action plan, teachers prepared and trained themselves independently to an extent to be accustomed to the technology required in using online teaching modes. In addition to this an online meet among the faculty was organized to share the means and methods to follow for better transformation of the subject. An online national webinar was also organized to the faculty and the students on OPEN EDUCATIONAL RESOURCES IN HIGHER EDUCATION for better understanding and utilization of the resources available. 4. The Practice: The faculty of the college engaged the online classes as per the timetable. As and when the discrepancy arises the schedule was modified with prior intimation by the respective faculty and with the approval of the coordinator. The major constraints were 1) Lack of smart phones to some students. 2) Network problem at some areas. In the first case the students were advised to use the phones of the parents or siblings, if available. The time of the class was adjusted as per the availability of smart phones to the students. In the second case the students were advised to change the network. The advantages included remote learning, comfort, accessibility, while the limitations involved inefficiency and difficulty in maintaining academic integrity. 5. Evidence of Success: The pass percentage in the examinations conducted after these online classes increased significantly (over 20). 6. Conclusion: The advantages included remote learning, comfort,

accessibility, while the limitations involved inefficiency and difficulty in maintaining academic integrity. The stakeholder felt that the online classes were best suited to the lockdown conditions. 7. Problems Encountered and Resources Required: The major problems that were encountered are lack of smart phones and feeble network at some areas. The resources required are 1). Smart phones/ Tabs to the students, 2) Premium apps to the faculty 3) Training to the faculty in the usage of the apps as well as on open educational resources. BEST PRACTICE II 1. Title of the Practice: Sensitization of the Community 2. Objectives of the Practice: The staff and students of the college actively participate in various programmes that sensitize the rural community, especially in the adopted villages. The objectives are a) Gender sensitization b) Awareness on various schemes of the Government for rural development c) Voting awareness d) Health and fitness e) Sensitization of the students to the rural issues etc. 3. The Context: The responsibility of a student is not only about the grades, degrees and passing the examinations. Students who are socially aware realize that one of their prime responsibilities is to serve the society they are a part of. Therefore, it is very important for colleges to inculcate a basic sense of social responsibility and sensitize students to social causes and issues. Hence the college too has incorporated social sensitization programmes in the annual action plan. 4. The Practice: On all the occasions when the staff and students interact with the community, stress the need of education to the girls. Specifically on the eve of Girl Child Day (24-01-2020) a rally was organized by the NSS wing of the college to sensitize the community regarding gender with placards and slogans. The students of the college in association with the forest department personal of the Balapalli Range participated in VANYA PRANI VAAROTSAVALU, and enlightened the community about the importance of ecological balance. Sensitization programmes were conducted on the health hazards of Open Defecation and a detailed survey was made on the availability of the toilets, the same was submitted to the Mandal Revenue Officers. An awareness program was conducted on 29th august, 2019 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 Dhyana 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. Sports and games competitions were conducted to the school children and prizes were distributed to the winners. 5. Evidence of Success: With the constant efforts on the importance of the women education the admissions of the girls into graduation is increasing. In 2020-21 the admissions the girl students doubled. Nearly 50 subsidized toilets were sanctioned by the government to the needy. 6. Conclusion: The sensitization activity of the students helped to enhance the awareness on women rights, importance of women education, importance of ecological balance, health and fitness. 7. Problems Encountered and Resources Required: Initially the people not interested to gather and listen to the content. The problem was encountered by involving Alumni and parents.

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

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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 participate in these activities 2. Lecturer-ward system, lecturer-parent interaction, remedial coaching classes for the slow learners 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 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 moral 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. Certificate courses through Moocs were obtained by the students and faculty.

Provide the weblink of the institution

<http://gdcrlykoduru.edu.in>

8.Future Plans of Actions for Next Academic Year

Plan of action for the year 2020-21 are 1) To increase in the number of certificate courses. The proposed certificate courses are in Horticulture, Spoken English, Computer Fundamentals, Tallies etc. 2) To make it compulsory for every student to attend at least one certificate course 3) To increase the field projects and internships. 4) To enhance the admissions with the coordination of the alumni and parents and to organize academic programmes with ICT facilities to the Junior college students of Koduru in view of introducing the environment and infrastructure facilities available in the campus to improve admissions 5) Efforts to get regular lecturers in place of fulltime guest lecturers 6) All the teaching staff will be insisted to organize/participate in seminars/workshops and to publish research papers in reputed journals. 7) Establishment of incubation centre, 8) Increase in the collaborations and MoUs. 9) Library automation and acquiring the facility of Inlibnet. 10) To enhance the employability skills among the students through JKC Career Guidance cell and to organize on campus placement drives. 11) To enhance the registration of the Alumni and register the association. 12) Efforts to increase the professional development programmes. 13) Initiation to apply for NSS unit to the college. 14) To develop e content and use the ICT widely.