YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution
SRI CHINTALAPATI VARAPRASADA MURTHY RAJU GOVERNMENT DEGREE COLLEGE

- Name of the Head of the institution
Dr. P. Nirmala Kumari

- Designation
Principal

- Does the institution function from its own campus?
Yes

- Phone no./Alternate phone no.
08818295651

- Mobile No:
9440130978

- Registered e-mail
ganapavaram.jkc@gmail.com

- Alternate e-mail
iqacgnp@gmail.com

- Address
Gollala Dibba, Pippara Road

- City/Town
Ganapavaram

- State/UT
ANDHRA PRADESH

- Pin Code
534198

2.Institutional status

- Affiliated / Constitution Colleges
Affiliated College

- Type of Institution
Co-education

- Location
Rural

- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **ADIKAVI NANNAYA UNIVERSITY, RAJAMAHENDRAVARAM**

- Name of the IQAC Coordinator **Dr. T. AKKIRAJU**

- Phone No. **08818295651**

- Alternate phone No.

- Mobile **9492606341**

- IQAC e-mail address **iqacgnp@gmail.com**

- Alternate e-mail address **akki411@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

https://gdcganapavaram.ac.in/wp-content/uploads/2022/12/AQAR-2021-22.pdf

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://gdcganapavaram.ac.in/wp-content/uploads/2023/09/Ac.Calendar22-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.13**	**2008**	**16/09/2008**	**15/09/2013**
Cycle 2	**B**	**2.49**	**2016**	**19/01/2016**	**18/01/2021**
Cycle 3	**B**	**2.39**	**2023**	**21/12/2023**	**20/12/2028**

6.Date of Establishment of IQAC **02/07/2007**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	Revenue Expenditure	State Government	2022-23	102000
Institutional	Minor Works	State Government	2022-23	800000

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year   **3**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   View File

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   **No**

- If yes, mention the amount

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

Feedback on Teaching-Learning Process

Participation in NIRF & AISHE

Optimization of the use of ICT in Teaching-Learning process

Organize Certificate Courses

Student-Centric Learning is promoted

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

05-03-2024 01:08:00

Plan of Action	Achievements/Outcomes
Participation in NIRF-2023	NIRF Data Submitted in January 2023
Registration of new students in NLIST	Registration done
Submission of AQAR for 2021-22	AQAR Submitted on 05.12.2022
Organizing IPR webinar	IPR Webinar Organized in Collaboration with NIPAM on 16.12.2022
Uploading data to AISHE portal	AISHE 2021-22 Data Uploaded on 09.01.2023
To Organize Certificate courses	Nil
Submission of IIQA	IIQA Submitted on 25.04.2023
Submission of Self Study Report (SSR)	SSR Submitted in June 2023
Year-end Feedback from all stakeholders	Feedback Collected, Analyzed and Action taken
Remedial coaching for slow learners	Remedial coaching conducted
PG Entrance Coaching to the students and arranging campus drives through JKC	PG Entrance coaching given and Campus drive is organized by JKC

13.Whether the AQAR was placed before statutory body?   **Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Planning & Development Committee	04/12/2023

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

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14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	09/01/2023

15.Multidisciplinary / interdisciplinary

The vision of SCHVPMR GOVERNMENT DEGREE COLLEGE highlights the "holistic development" of its students. Hence, the college introduced two restructured courses: (1) BSc. Maths, Physics, and Computer Science in 2005, integrating science students with engineering courses; (2) BCom Computer Applications in 2008, integrating commerce students with engineering courses. Even though this affiliated college has no role in the curriculum framework, at the college level, it made efforts to integrate Arts students with computer skill courses and science students with community service projects.

For example, during 2021-22, a certificate course in Fundamentals of Computers was launched for all non-computer students in the college, while all science and commerce students were assigned two community service projects on "Status of Basic Amenities in Villages" and "Socio-economic Survey" in identified villages in the neighborhood of the college. In addition, all science and commerce students, along with arts students, were actively involved in the celebration of national leaders' birthdays and also in the observation of national days of significance.

Further, under the NSS scheme, a plethora of extension and outreach activities were taken up, involving the students in voluntary service in the neighborhood. Moreover, the following foundation courses, aimed at the students' all-around development, are made mandatory for students of all programs:

- Human values and professional ethics
- Tourism guidance
- Performing arts
- Environmental education
- Personality development and leadership
- Disaster management

16.Academic bank of credits (ABC):

The institution is not an issuing authority; it is affiliated to Adi Kavi Nannaya University, Rajamahendravaram.

17.Skill development:

The vision of SCHVPMR GOVERNMENT DEGREE COLLEGE highlights the "holistic development" of its students. Hence, the college introduced two restructured courses: (1) BSc. Maths, Physics, and Computer Science in 2005, integrating science students with

engineering courses; (2) BCom Computer Applications in 2008, integrating commerce students with engineering courses. During the academic year 2021-22, a certificate course in Fundamentals of Computers was launched for all non-computer students in the college. With a view to providing value-based education, all students were assigned two community service projects on the "Status of Basic Amenities in Villages" and "Socio-economic Survey" in identified villages in the neighborhood of the college. In addition, all science and commerce students, along with arts students, were actively involved in the celebration of national leaders' birthdays and the observation of national days of significance.

Further, under the NSS scheme, a plethora of extension and outreach activities were undertaken, involving the students in voluntary service in the neighborhood. Moreover, the following foundation courses, aimed at improving values, cultural awareness, and Indian heritage, are made mandatory for the students of all programs:

- Human values and professional ethics
- Tourism guidance
- Performing arts
- Environmental education
- Personality development and leadership
- Disaster management

In addition, 75 students across all programs joined the online Python course offered by APSSDC, and 28 students obtained certification in Python this year.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The college is in line with the National Education Policy (NEP) concerning the integration of the Indian knowledge system. It offers two Foundation Courses - Performing Arts & Tourism Guidance - which are mandatory for students in all programs. These courses aim to promote the preservation of Indian knowledge in crafts and arts and create awareness among students about tourist centers in India.

The Telugu department in the college is vibrant with activities focused on protecting and upholding native languages, their rich culture, and literature. The college publishes an e-magazine, "Tholakari" (Early period of Rainy Season), every month,

providing a platform for the protection of the Telugu language, literature, and cultural heritage.

On the other hand, a significant number of college students come from a Telugu medium background. Consequently, almost all courses in the college are taught in a bilingual mode, utilizing both English and Telugu.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college recognizes that outcome-based education empowers students to excel in the real world. The measures taken by the college to ensure program outcomes (POs), program-specific outcomes (PSOs), and course outcomes (COs) include:

It is an institutional practice to specify program outcomes (POs), program-specific outcomes (PSOs), and course outcomes (COs) for all programs and courses in the college, uploading them to the college website. They are also displayed at various departments and important places within the college.

At the beginning of each academic year, teachers explain program outcomes (POs), program-specific outcomes (PSOs), and course outcomes (COs) to the students. Teachers assess the resources required for outcome-based education and arrange them with the help of the principal. The teaching-learning transaction in the college is focused on skill acquisition and value addition to the students. Various assessment methods are adopted to assess the outcomes. Some of these methods include student-centered academic activities, continuous internal assessment through two mid-term examinations, semester-end examinations, qualifying in certificate courses, qualifying for higher studies, and qualifying in the graduation program the students are pursuing in the college.

20.Distance education/online education:

The institution has sufficient infrastructure for online teaching, as evidenced during the COVID scenario. However, being an affiliated college, it cannot independently offer online programs. At the college level, strategies for online education are adopted, and necessary measures are taken, as detailed below:

- Students are encouraged to enroll in online courses. In the current academic year, 75 students participated in a 30-day Python course offered by APSSDC, and 28 students received certification.

- **ICT-based teaching is an institutional practice in the college. All faculty members utilize ICT tools and resources for teaching. Each department maintains PowerPoint presentations (PPTs) and video lectures related to their subjects.**
- **All faculty members employ a blended teaching method, incorporating internet sources to enhance the learning experience and reinforce students' understanding.**
- **For each class conducted in smart rooms, a logbook is maintained with all the details of the lesson, along with the signatures of the students.**

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**146**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**323**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**138**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**65**

File Description	Documents
Data Template	View File

3.Academic

3.1	**21**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**20**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**13**
Total number of Classrooms and Seminar halls	
4.2	**19.20229**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**80**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

- **The College is affiliated to Adikavi Nannaya University, Rajahmundry and follows its academic calendar for the overall curriculum delivery.**

- **At the college level, all departments prepare annual/semester-wise curricular plans and action plans. Based on them, the IQAC prepares the Institutional Plan.**

- **For effective curriculum delivery, Institution level time table, program-wise time table, Department-wise time table, Lecturer-wise time tables are prepared.**

- **Workload is distributed to the faculty as per the University guidelines.**

- **Teaching learning transactions are properly documented in teaching diaries & plans.**

- **Student-centered Curricular and extracurricular activities like seminars, quizzes etc. are entered into the Department and College Activities Register.**

- **Course outcomes and program outcomes are discussed in the class and displayed.**

- **A bridge course is conducted to the new students, and remedial coaching is conducted to slow learners, apart from offering 7certificate courses.**

- **Students were engaged in community service projects, field trips and internships.**

- **Regular feedback from the students, staff, alumni, and parents help to enhance the teaching learning process in the college.**

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://gdcganapavaram.ac.in/wp-content/uploads/2024/02/1.1.1.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- The institution prepares its own academic calendar and adheres to it in implementation.

- Continuous internal evaluation of the students' performance is done for 25% of marks by conducting two mid term examinations for each semester, student-centered academic activities and competitions for each semester, and extracurricular activities for each semester.

- The quantified performance of the students in the internal evaluation is posted on the college website from time to time.

- The departments conduct teaching learning transactions, informal evaluation through assignments and slip tests, academic competitions and other activities as per the college academic calendar.

- All the events, academic or non-academic, and competitions are recorded in the College Activities Register as well as College Monthly Newsletter.

- National and international days of significance as listed in the academic calendar are celebrated or observed involving the students and staff.

- Birth and death anniversaries are also celebrated and observed, as listed in the academic calendar.

- Thus, everything in the college is aimed at the transformative education and holistic development of the students.

File Description	Documents
Upload relevant supporting documents	[View File]()
Link for Additional information	https://gdcganapavaram.ac.in/academic-calendars/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating   C. Any 2 of the above

University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

6

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

7

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	[View File](#)
List of Add on /Certificate programs (Data Template)	[View File](#)

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

200

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

200

File Description	Documents
Any additional information	[View File](#)
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution integrates crosscutting issues into the curriculum. Courses, including Human Values and Professional Ethics, Environmental Education, Tourism Guidance, Performing Arts, Telugu, History, Economics, Social Work, Commerce, and Computer Applications, address these issues and help in molding the students into responsible citizens of the country. Many activities are carried out under various departments. For example, best practices of the departments - Save to Serve, Helping Hands, Enable the Disabled - instill a sense of social service and a humanitarian attitude in the students. Activities of NSS and the Women Empowerment Cell are aimed at developing gender sensitivity and social concern among the students.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	[View File](#)

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

3

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View File](#)
MoU's with relevant organizations for these courses, if any	[View File](#)
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File](#)

1.3.3 - Number of students undertaking project work/field work/ internships

3

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://gdcganapavaram.ac.in/feedback/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

240

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

39

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution employs Student Mentoring System through which a group of students are assigned a mentor to ensure that personal attention is bestowed on all the students to monitor their academic progress and other nonacademic issues. The mentors assess the learning levels of the students through the following ways.

- **Continuous internal evaluation**

- **Student centric activities like Quizzes, Seminars and Group Discussions.**

For slow learners:

- **In addition to the regular teaching methods to which a slow learner may be passive, student centric teaching-learning techniques like Quizzes and Study Projects are conducted periodically to gravitate the students and imbibe a passionate learning approach in them sustained by the joy of participative learning.**

- **Alternate teaching methods like use of ICT tools like Youtube Videos, Animations, Power Point Presentations are employed to activate the students.**

- **Remedial Classes**

- **Simplified study material**

- **Frequent slip tests are conducted.**

For advanced learners:

- **Certificate courses**

- **Advanced learners are encouraged to participate in the State and National Level seminars.**

- **Coaching is given for PG Entrance of Andhra University, Adi Kavi Nannaya University etc. by the respective departments.**

- **Jawahar Knowledge Centre(JKC) delivers employability training to those students who compete for jobs like APPSC, SSC, RRB, IBPS etc.**

File Description	Documents
Link for additional Information	https://gdcganapavaram.ac.in/wp-content/uploads/2023/09/Ac.Calendar22-23.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
323	21

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experiential learning & Participative Learning:

- **The institution adopted Choice Based Credit System (C.B.C.S) which inherently facilitates numerous student centric methods in the curriculum delivery to promote experiential learning.**

- **8 weeks internship programme entitled Community Service Project (CSP) is conducted under the guidance of mentors after the completion of first year with an endeavor to sensitize students on various socio-economic issues by adopting nearby villages.**

- **2 months and 6 months internship programmes after the completion of second year and third year respectively to inculcate domain specific skills in the students through experiential learning.**

- **Curricular plan is designed such that good number of hours are allocated for student centric co-curricular activities like Quizzes, Student Seminars to promote participative learning.**

- **Guest Lectures with subject and Industry experts are organized to help students keep abreast of the latest developments in the concerned fields.**

- **Field trips are organized by various departments to enhance experiential learning.**

- **Students were made an integral part of various clubs and committees of the colleges like Cultural Committee, Eco Club, Red Ribbon Club etc to promote their participation in organizing various events in the college. This paves for collaborative learning and contributes for the multi faceted development of the students.**

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://gdcganapavaram.ac.in/reports-on-scl-activities/

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institution believes that nurturing critical thinking and passion for domain knowledge are vital ingredients for improving

inculcating problem solving methodology in students. Use of ICT facilitates the development of such qualities.

- The institution has 3 Digital Classrooms and 1 Virtual Classroom equipped with the necessary ICT tools to assist faculty in the teaching-learning process.

- Each department is equipped with an LCD Projector and a system to facilitate the use of Youtube Animations and PowerPoint Presentations in the teaching-learning process.

- UGC Inflibnet

- The institution has access to a Learning Management System(LMS) developed by APCCEwhich utilizes various pedagogical practices like video lessons, powerpoint presentations, problem solving tasks, question banks, case studies, projects to promote active learning in students leading to effective transfer of knowledge and skills to students in and outside the classroom through ICT.

- The institution has access to "G Suite for Education" which enablesfaculty to take online classes through Google Meet.

- Some of the faculty members have created You-tube channels through their respective G Suite accounts in which video lectures concerned to their subject are uploaded.

- Faculty members preparedigitized study material and the same is uploaded in the institutional website.

- Online courses through Swayam MOOCs.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://gdcganapavaram.ac.in/ict-tools/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

17

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

20

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

7

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	[View File](#)

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

48

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- **The tentative schedule of internal assessment is in sync with the academic calendar issued by the affiliating university embodied in the curricular plan before the commencement of the course.**

- **The internal examinations are conducted by the examination committee at college level with a centralized time table for all the programmes.**

- **The results of internal assessment are announced within 15 days after the completion of exams.**

- **Valued answer scripts are shown to the students in the classroom and necessary revaluation or recounting is done as per the scheme of valuation.**

- **The results are also communicated to the recipient students through a notice board.**

File Description	Documents
Any additional information	View File
Link for additional information	https://gdcganapavaram.ac.in/cia/

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

- **College Education Grievance Redressal Monitoring(e-CEGRaM) is an online Grievance Redressal Mechanism at the state level by Commissionerate of Collegiate Education, A.P. for staff and students.**

- **Examination committee and Grievance Redressal Cell of the institution work in collaboration to address the grievances of students pertaining to the internal assessment within 3 days from the receipt of the grievance.**

- **Provision of revaluation and verification of answer scripts is also provided.**

- **Feedback is obtained from students on the evaluation process to improve the efficacy and transparency of the internal assessment system**

- **Head of the institution bestows special permission to students participating in State level sports and literary competitions during the internal examinations based on the recommendations of the respective class teachers.**

File Description	Documents
Any additional information	View File
Link for additional information	https://gdcganapavaram.ac.in/?wptu_ticker= please-click-here-to-submit-your- grievances

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution implements the curriculum prescribed by Adi Kavi Nannaya University, Rajamahendravaram. As per the revised CBCS 2020-21 curriculum, course outcomes (or) learning objectives are inherently stated in the syllabus framed by the university.

Implementation of course outcomes:

- **A consolidated document stating the course outcomes of all the courses offered is collected from all the departments before the commencement of each semester along with the tentative semester curricular plan and the same is displayed in the institutional website.**

- **Student centric co-curricular and extra-curricular activities like Field trips, Guest Lectures, Student Seminars, Quizzes etc. are incorporated into the curricular plan with an endeavor to achieve the intended course outcomes.**

- **The course outcomes are mentioned in the study material provided to the students along with the syllabus.**

- **The students are reminded of the course outcomes during regular teaching sessions by the respective teachers.**

- **Status of attainment of course outcomes is monitored at the department level through academic review meetings.**

Programme Outcomes:

- **Programme outcomes for all the programmes offered by the institution are designed by the concerned teachers in unison keeping in view of the vision & mission of the institution and the contemporary employability requirements of the industry.**

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gdcganapavaram.ac.in/cos/
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

As the university publishes the final result of a course based on

the cumulative performance of the students in the university and internal examinations, attainment of COs is evaluated based on the cumulative result published by the university after the semester end examinations.

Condition for course attainment:

- A student who scores 40% in the cumulative result published by the university is defined to have attained the intended course outcomes for the given course.

- Attainment factor for a given course is the fraction of students who attained the COs relative to the total students who appeared for the course.

- Attainment of COs is analyzed by the principal at the college level through staff meetings.

POs:

Attainment of POs is a function of the following two key elements.

- Degree of CO-PO mapping M

- Performance of the students in the cumulative result

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://gdcganapavaram.ac.in/attainment-of-cos-pos/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

112

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://gdcganapavaram.ac.in/results-analysis/

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://gdcganapavaram.ac.in/feedback/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	[View File](#)

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

15

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

7

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

3

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	_View File_

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities are planned and executed for the mutual benefit of the community and students leading to the students'holistic development. Students are sensitised on social issues in neighbourhood community. While the issues of general nature are addressed by NCC, Red Ribbon Club, Consumer Club, Eco club and Women Empowerment Cell, the domain related issues are taken up through the departments concerned. Some of the major issues addressed through the college extension activities are:poverty, extremism, blood donation, diabetes, early aging, lack of patriotism, AIDS, Swachbharat, women's issues, women health care, consumer rights, voter awarenss,cultural awareness and environmental issues.Their impact at the end of each activity is constantly reviewed. There are 2 NSS units. The Institution involves the boys and girls in a planned manner to organize need based outreach programs for community wellbeing. Faculty are involved as Program Officers, coordinators and Resource persons.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	_View File_

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	<u>View File</u>
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

5

File Description	Documents
Reports of the event organized	<u>View File</u>
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<u>View File</u>

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

100

File Description	Documents
Report of the event	<u>View File</u>
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<u>View File</u>

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

6

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

"The college is functioning in a pucca building with two floors (G+1), and the 2nd floor is currently under construction. There are nine classrooms exclusively meant for conventional teaching. ICT-enabled classrooms number four, including one smart classroom, two computer labs, and a seminar hall. There are four science labs for physics, chemistry, botany, and zoology. All labs and smart classrooms have internet connections.Currently, there are 80

computers in the college for students' use. The college boasts a spacious library with ample furniture and thousands of books. The library also offers computer and internet facilities. Additionally, we have four LCDs installed in ICT-enabled rooms. The college campus is WiFi-enabled."

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://gdcganapavaram.ac.in/wp-content/uploads/2023/03/Infra-Additional-Info.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has all the physical facilities for sports and games, including cultural activities. A sprawling sports ground, a 200-meter running track, an indoor shuttle court, a volleyball court, a kabaddi court, a kho kho court, and a seminar hall are some of the physical facilities available at the college.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://gdcganapavaram.ac.in/sports-center/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

8

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcganapavaram.ac.in/ict-tools/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

9.15842

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library is automated using SOUL 2.0 software from INFLIBNET.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://gdcganapavaram.ac.in/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

`0.5936`

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

`20`

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution updates its IT facilities from time to time as per the need and the resources available.Under RUSA grants, the Institution procured 50 desktops with the latest configuration during the 21-22 academic year.There are 5 monitors added during 2021-22 and arranged in different labs. They can also be used for

effective teaching learning through PPTs, audio visual clips and many more.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

80

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	<u>View File</u>

4.3.3 - Bandwidth of internet connection in the Institution   **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	<u>View File</u>

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

10.04387

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The respective faculty members are also designated as in-charges for the labs under their purview. They assume responsibility for managing all consumable and non-consumable items, as well as other equipment in the labs. Annually, the principal forms stock verification committees comprising staff members, and these committees are tasked with verifying the stock. Committee members are required to enter their findings in the stock registers along with appropriate remarks.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://gdcganapavaram.ac.in/college-committees/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

309

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to institutional website	https://gdcganapavaram.ac.in/jkc/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

133

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

133

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

18

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

18

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

Nil

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Active student involvement in all college activities is a prominent feature of this institution. Such engagement is highly beneficial at the Higher Education Institution (HEI) level, as it fosters the development of organizational and teamwork skills, contributing to the students' holistic growth. Students play representative roles on various college committees based on specific requirements. These include the Career Guidance Cell, Women Empowerment Cell, Grievances Redressal Cell, Eco Club, Consumer Club, Literary and Cultural Association, College Magazine Committee, IQAC, and others.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/college-committees/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni Association of the institution was registered on 03.03.2023. alumni Association provides financial report to the institution.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/alumni-association/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **D. 1 Lakhs - 3Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institutional governance is guided by the rules and regulations of UGC for affiliated colleges, Andhra Pradesh State Council of Higher Education, Department of Collegiate Education,

Government of AP, and the College Planning and Development Council of the institution. The college extends higher education opportunities to students through quality teaching. Suitable strategies for curriculum delivery and an effective evaluation system are in place. Student learning is enhanced through MOUs, invited lectures, and skill training. The organizational structure of the college helps in identifying the various levels of authority and responsibility positions.

Academic, Financial, and Administrative Governance:

The statutory bodies and non-statutory committees work together for the smooth governance of academic, financial, and administrative aspects of the college.

Statutory bodies:

COLLEGE PLANNING AND DEVELOPMENT COUNCIL (CPDC): At the college level, CPDC acts as the Governing Body to make all major decisions based on the inputs submitted by the Principal and staff. This body is primarily represented by both the Secretary and Chairman, who have the authority to release funds from the CPDC account.

Non-statutory bodies:

The Principal of the college constitutes committees involving staff and students to decentralize administration. These committees assist in the smooth functioning of the college.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/organizational-structure/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

- Administrasion of the institution is shared amongthe faculty, departments, committees, statutory bodies, Commissionerate of Collegiate education (the apex body).
- The Head of the Institution functions through departments and committes constituted with staff and students.
- Most of the academic and administrative matters are

- discussed at department level first, and then they are further deliberated at the institution level with the head of the institution.
- IQAC helps the head of the institution in all the academic matters. It collects curricular plans and endorses them before they are submitted to the Principal.
- All cultural and sports and games activities are conducted and monitored by the committees constituted for that purpose.
- Teachers are nominated as mentors for a batch of students or class-wise; At the classroom level, theytake care of the needs of the students.
- The office with senior assistants, junior assistants and others helps the Head of the institution in all financial matters like fee collection, remittance etc.
- Thus, issues are discussed in the staff meeting or CPDC or committees before the Principal takes a final decision, ensuring participative management,transparency and decentralization.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/college-committees/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

S.Ch.V.P.M.R.Government Degree College is one of the oldest institutions in the district, celebrating its 50th anniversary in 2022. The college holds UGC 2F&12b Status and is affiliated with Adikavi Nannaya University, Rajahmundry. Currently, it offers six undergraduate programs, encompassing both conventional and restructured courses.

Annually, the institution develops strategic plans, implementing them through action plans, budget allocation, academic and administrative activities. A systematic review of outcomes is conducted to ensure the achievement of set goals. Various committees address needs at every level, leading to resource identification. Funding sources include the government budget, CPDC funds, RUSA, UGC, donors, and alumni contributions.

To oversee significant purchases, a purchase committee, headed by the principal, is formed. Similarly, infrastructural projects are monitored by a dedicated committee.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organizational structure of the college defines authority, responsibility positions, and facilitates delegation. The Principal serves as the Chief Executive Officer, overseeing all administrative, academic, and financial matters. The Vice-Principal and IQAC Coordinator support the Principal in managing academic and administrative tasks, respectively. Various committees and department incharges, in collaboration with office staff, execute policies.

The College Planning and Development Council (CPDC) is responsible for preparing a comprehensive development plan, recommending the introduction of new academic and self-financing courses. The Internal Quality Assurance Cell (IQAC) focuses on institutionalizing quality for consistent overall improvement, developing mechanisms and procedures to ensure timely, effective, and progressive performance in academic and administrative activities.

The institutional functioning adheres to the rules and regulations of the University Grants Commission for affiliated colleges, Andhra Pradesh State Council of Higher Education, Department of Collegiate Education, Government of AP, and the College Planning and Development Council. Student grievances are communicated through proctors or complaint boxes and addressed by the Grievance Committee in an appropriate manner.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	https://gdcganapavaram.ac.in/organizational-structure/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The College is a government educational institution operated by the State Government. Consequently, the welfare measures provided by the Andhra Pradesh Government are applicable to both teaching and non-teaching staff. The institution efficiently manages a cooperative society for the mutual benefit of its staff.

The welfare measures include:

1. **Andhra Pradesh Government Life Insurance (APGLI): This serves as a social security measure for the welfare of government employees and is mandatory for all.**

2. **Group Insurance Scheme: A group life insurance protection cover offered by the Life Insurance Corporation.**

3. **Employees Health Scheme (EHS): A health scheme designed for the well-being of employees.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

20

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

20

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

"At the college level, an annual self-evaluative faculty appraisal procedure, as prescribed by the Andhra Pradesh Commissionerate of Collegiate Education (based on UGC guidelines), is implemented to assess the performance of the faculty. The IQAC evaluates

performance indicators based on documentary evidence submitted to the Principal, and the scores are later uploaded to the Commissionerate website. Given that the final score influences promotions, transfers, and career advancements for individual lecturers, the process is diligently managed.

The performance indicators of teaching staff play a crucial role in the consideration for the State Best Teacher Award. Non-teaching staff performance is periodically appraised, evaluating their adherence to the Citizens Charter and stipulated deadlines. Monthly reviews of personal registers and work done by non-teaching staff are closely monitored. The efficiency of office staff in assisting both staff and students through file processing is a key consideration in their assessment.

An academic audit for the 2022-23academic year was conducted on 20.11.2023.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/asars/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

SCHVPMR Government Degree College conducts regular internal and external financial audits as per the audit mechanism established by the Government of Andhra Pradesh for all government educational institutions. The Accountant General, A.P, serves as the external auditor for government institutions, while the audit team from the Commissionerate of Collegiate Education or Regional Joint Director of Collegiate Education conducts periodic internal audits [inspections].

In addition to the above mechanism, the Principal of the respective educational institution forms internal audit teams to annually verify the accuracy and transparency of various internal departments, sections, and accounts. Funds released by external bodies, such as the State government, UGC, RUSA, etc., undergo audit by a Chartered Accountant hired by the institution. The respective bodies audit the funds utilized upon receiving audited

utilization certificates, Income and Expenditure statements, and bills.

In case of any discrepancies or objections raised by external bodies/audit parties during external audits or internal audits conducted by the Commissionerate of Collegiate Education or Regional Joint Director of Collegiate Education, they communicate their findings through a report or letter to the institution.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/academic-audit-2021-22-2022-23/
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.4

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution actively mobilizes both internal and external resources, ensuring their dedicated utilization for the specified purposes. Rigorous record-keeping accompanies the deployment of these resources, and Utilization Certificates are promptly submitted within the stipulated deadlines, allowing eligibility for future grants.

Internally, the college receives funds from various sources such as Special Fee, Fee for Self-financed Courses, sports fees, CPDC fee, etc., to cover additional expenses associated with course

operations.

Efficient resource utilization is maintained through the following processes:

1. Departments articulate their needs in terms of physical infrastructure, laboratory equipment, chemicals, and human resources at the year-end, presenting these to the Principal. Committees and clubs align their requirements with planned activities for the upcoming academic year, and budget allocations are accordingly made.

2. The finance committee, consisting of the Principal and senior faculty members, reviews proposals, prioritizes them based on needs, and offers recommendations.

3. Purchases are executed following the solicitation of quotations/estimates from multiple agencies. Decisions are guided by considerations of cost and quality.

4. Periodic internal and external audits are conducted to ensure thorough auditing and maintain transparency in financial processes.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/donation-of-cooler-to-college-19-06-2023/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

- ICT-based Teaching
- Encouraging faculty for FDPs
- Organizing Seminars/Workshops
- Encouraging faculty for Research Publications
- Encouraging departments to enter into MoUs
- Departments Best Practices
- Evaluation of PO and CO attainment
- Enrolling for online courses

- **Preparing the college for Academic Audits by the Commissionerate**
- **Feedback collection & analysis and action taken**
- **Submission of AQARs**
- **Participation in NIRF**
- **Participation in AISHE**

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/iqac-activities/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Internal Quality Assurance Cell (IQAC) of the college regularly assesses the teaching-learning process, including its structures, methodologies, and learning outcomes. Under the effective leadership of the Principal, the IQAC has established efficient norms for reviewing and achieving optimal learning outcomes. The periodic reviews encompass various aspects of teaching-learning activities, including departmental activities, Annual Academic Plans, Teaching Diaries, Teaching Notes, Bridge Courses, Remedial Programs, and the implementation of ICT-based pedagogical methods.

There has been a continual improvement in the percentage of ICT-based teaching within the college. Faculty members are consistently updated on ICT tools and various online teaching platforms to ensure their proficiency in utilizing technology for educational purposes.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/iqac-activities/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of   **B. Any 3 of the above**

Internal Quality Assurance Cell (IQAC);
Feedback collected, analyzed and used for
improvements Collaborative quality
initiatives with other institution(s)
Participation in NIRF any other quality audit
recognized by state, national or international
agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution has taken several measures to sensitize the students on gender issues. It conducts anti-ragging awareness programs and celebrates specific days devoted to women's welfare. The mentors have interactive sessions with the students on gender issues. As the majority, about 70%, of the students in the college are women, there is no ragging issue in the college. Men give due respect to women on campus. About 50% of the staff are women; the girl students have easy access to share their problems. Furthermore, the institution has a Women Empowerment Cell that also takes care of gender issues on campus. The Cell conducts interactive sessions with girl students on a monthly basis to address any issues that may arise.

File Description	Documents
Annual gender sensitization action plan	https://gdcganapavaram.ac.in/wp-content/uploads/2024/02/7.1.1_signed.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://gdcganapavaram.ac.in/wp-content/uploads/2024/02/7.1.1-2.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Across the carpet area of the college, there are waste-storing dustbins. Since the institution is run by the government of Andhra Pradesh, the panchayat of the town takes care of the solid waste from the college. Every day, the panchayat van collects solid waste stored in the dustbins and takes it to the recycling unit far away from the town. Unwanted water in the college is directed towards and connected to the panchayat drainage system. Hence, there is no waterlogging on the premises.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://gdcganapavaram.ac.in/wp-content/uploads/2024/02/7.1.3-2.pdf
Any other relevant information	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the   **A. Any 4 or all of the above**

following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading   **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	[View File](#)
Details of the Software procured for providing the assistance	[View File](#)
Any other relevant information	[View File](#)

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution is committed to providing an inclusive environment

for the students and staff. The students are sensitized about cultural, regional, linguistic, communal, socio-economic, and other diversities by conducting various college-level competitions and by observing national days, and celebrating the birth anniversaries of national heroes. In addition, the prescribed syllabus is designed in such a way that the students are motivated towards tolerance and harmony in the college. The number of students studying from SC, ST, OBC categories is 199 out of a total of 323 students. Furthermore, 214 out of 323 students are girls from various villages surrounding the town. They are pursuing their UG programs with commendable harmony on the campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution sensitizes the students and staff by organizing national days and celebrating the birth anniversaries of national heroes on the specified dates. The students and staff are actively involved in these celebrations by organizing themselves. They participate in any competition conducted to mark these occasions.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators   B. Any 3 of the above

and other staff   4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institution is committed to providing an inclusive environment for the students and staff. The students are sensitized about cultural, regional, linguistic, communal, socio-economic, and other diversities by conducting various college-level competitions and by observing national days, and celebrating the birth anniversaries of national heroes.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. **Vehicle-free day is observed on the second Tuesday of every month by the students as well as the staff. On this specific day, no vehicle is allowed on the premises of the college except bicycles. All fuel-run vehicles are strictly**

prohibited from the campus on that day. The staff come to college either by bicycles or on foot. Those who come from a slightly farther place would use public transport. Towards the end of the day, an awareness meeting with all the students and staff is arranged, and issues related to environmental protection are discussed at length with a view to preparing the students for an eco-friendly lifestyle.

2. 'Handful of Rice' is observed on the third Tuesday of every month by the students. On this specific day, all the students bring a handful of rice and collect it in a gunny bag. Students are allowed to bring larger quantities if they desire to do so. Towards the end of the day, this collected quantity of rice will be distributed to the needy in the town under the supervision of a lecturer who acts as a monitoring officer for this practice.

File Description	Documents
Best practices in the Institutional web site	[View File]()
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Catering to the educational needs of rural students, particularly women, is the institutional distinctiveness as envisaged in the institutional vision. The institution is committed to ameliorating the social conditions of rural women of graduating age by providing them with the required technical skills, coupled with domain expertise, to face the world as independent women of the 21st century. The seventy percent (approximately) of women enrollment in the institution and the majority of women standing atop in the concerned classes display the performance of the institution in the area of its distinctiveness.

Part B
CURRICULAR ASPECTS
1.1 - Curricular Planning and Implementation
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

- **The College is affiliated to Adikavi Nannaya University, Rajahmundry and follows its academic calendar for the overall curriculum delivery.**

- **At the college level, all departments prepare annual/semester-wise curricular plans and action plans. Based on them, the IQAC prepares the Institutional Plan.**

- **For effective curriculum delivery, Institution level time table, program-wise time table, Department-wise time table, Lecturer-wise time tables are prepared.**

- **Workload is distributed to the faculty as per the University guidelines.**

- **Teaching learning transactions are properly documented in teaching diaries & plans.**

- **Student-centered Curricular and extracurricular activities like seminars, quizzes etc. are entered into the Department and College Activities Register.**

- **Course outcomes and program outcomes are discussed in the class and displayed.**

- **A bridge course is conducted to the new students, and remedial coaching is conducted to slow learners, apart from offering 7certificate courses.**

- **Students were engaged in community service projects, field trips and internships.**

- **Regular feedback from the students, staff, alumni, and parents help to enhance the teaching learning process in the college.**

File Description	Documents
Upload relevant supporting document	[View File]
Link for Additional information	https://gdcganapavaram.ac.in/wp-content/uploads/2024/02/1.1.1.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- **The institution prepares its own academic calendar and adheres to it in implementation.**

- **Continuous internal evaluation of the students' performance is done for 25% of marks by conducting two mid term examinations for each semester, student-centered academic activities and competitions for each semester, and extracurricular activities for each semester.**

- **The quantified performance of the students in the internal evaluation is posted on the college website from time to time.**

- **The departments conduct teaching learning transactions, informal evaluation through assignments and slip tests, academic competitions and other activities as per the college academic calendar.**

- **All the events, academic or non-academic, and competitions are recorded in the College Activities Register as well as College Monthly Newsletter.**

- **National and international days of significance as listed in the academic calendar are celebrated or observed involving the students and staff.**

- **Birth and death anniversaries are also celebrated and observed, as listed in the academic calendar.**

- **Thus, everything in the college is aimed at the transformative education and holistic development of the students.**

05-03-2024 01:08:01

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://gdcganapavaram.ac.in/academic-calendars/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

6

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

7

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

200

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

200

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution integrates crosscutting issues into the curriculum. Courses, including Human Values and Professional Ethics, Environmental Education, Tourism Guidance, Performing Arts, Telugu, History, Economics, Social Work, Commerce, and Computer Applications, address these issues and help in molding the students into responsible citizens of the country. Many activities are carried out under various departments. For example, best practices of the departments - Save to Serve, Helping Hands, Enable the Disabled - instill a sense of social service and a humanitarian attitude in the students. Activities

of NSS and the Women Empowerment Cell are aimed at developing gender sensitivity and social concern among the students.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

3

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

3

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	[View File](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://gdcganapavaram.ac.in/feedback/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

240

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

39

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution employs Student Mentoring System through which a group of students are assigned a mentor to ensure that personal attention is bestowed on all the students to monitor their academic progress and other nonacademic issues. The mentors assess the learning levels of the students through the following ways.

- Continuous internal evaluation

- Student centric activities like Quizzes, Seminars and Group Discussions.

For slow learners:

- In addition to the regular teaching methods to which a slow learner may be passive, student centric teaching-learning techniques like Quizzes and Study Projects are conducted periodically to gravitate the students and imbibe a passionate learning approach in them sustained

by the joy of participative learning.

- Alternate teaching methods like use of ICT tools like Youtube Videos, Animations, Power Point Presentations are employed to activate the students.

- Remedial Classes

- Simplified study material

- Frequent slip tests are conducted.

For advanced learners:

- Certificate courses

- Advanced learners are encouraged to participate in the State and National Level seminars.

- Coaching is given for PG Entrance of Andhra University, Adi Kavi Nannaya University etc. by the respective departments.

- Jawahar Knowledge Centre(JKC) delivers employability training to those students who compete for jobs like APPSC, SSC, RRB, IBPS etc.

File Description	Documents
Link for additional Information	https://gdcganapavaram.ac.in/wp-content/uploads/2023/09/Ac.Calendar22-23.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
323	21

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experiential learning & Participative Learning:

- **The institution adopted Choice Based Credit System (C.B.C.S) which inherently facilitates numerous student centric methods in the curriculum delivery to promote experiential learning.**

- **8 weeks internship programme entitled Community Service Project (CSP) is conducted under the guidance of mentors after the completion of first year with an endeavor to sensitize students on various socio-economic issues by adopting nearby villages.**

- **2 months and 6 months internship programmes after the completion of second year and third year respectively to inculcate domain specific skills in the students through experiential learning.**

- **Curricular plan is designed such that good number of hours are allocated for student centric co-curricular activities like Quizzes, Student Seminars to promote participative learning.**

- **Guest Lectures with subject and Industry experts are organized to help students keep abreast of the latest developments in the concerned fields.**

- **Field trips are organized by various departments to enhance experiential learning.**

- **Students were made an integral part of various clubs and committees of the colleges like Cultural Committee, Eco Club, Red Ribbon Club etc to promote their participation in organizing various events in the college. This paves for collaborative learning and contributes for the multi faceted development of the students.**

File Description	Documents
Upload any additional information	[View File]
Link for additional information	https://gdcganapavaram.ac.in/reports-on-scl-activities/

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institution believes that nurturing critical thinking and passion for domain knowledge are vital ingredients for improving inculcating problem solving methodology in students. Use of ICT facilitates the development of such qualities.

- **The institution has 3 Digital Classrooms and 1 Virtual Classroom equipped with the necessary ICT tools to assist faculty in the teaching-learning process.**

- **Each department is equipped with an LCD Projector and a system to facilitate the use of Youtube Animations and PowerPoint Presentations in the teaching-learning process.**

- **UGC Inflibnet**

- **The institution has access to a Learning Management System(LMS) developed by APCCEwhich utilizes various pedagogical practices like video lessons, powerpoint presentations, problem solving tasks, question banks, case studies, projects to promote active learning in students leading to effective transfer of knowledge and skills to students in and outside the classroom through ICT.**

- **The institution has access to "G Suite for Education" which enablesfaculty to take online classes through Google Meet.**

- **Some of the faculty members have created You-tube channels through their respective G Suite accounts in which video lectures concerned to their subject are uploaded.**

- **Faculty members preparedigitized study material and the same is uploaded in the institutional website.**

- **Online courses through Swayam MOOCs.**

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://gdcganapavaram.ac.in/ict-tools/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

17

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

20

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

7

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

48

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- **The tentative schedule of internal assessment is in sync with the academic calendar issued by the affiliating university embodied in the curricular plan before the commencement of the course.**

- **The internal examinations are conducted by the examination committee at college level with a centralized time table for all the programmes.**

- **The results of internal assessment are announced within 15 days after the completion of exams.**

- **Valued answer scripts are shown to the students in the classroom and necessary revaluation or recounting is done as per the scheme of valuation.**

- **The results are also communicated to the recipient students through a notice board.**

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://gdcganapavaram.ac.in/cia/

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

- **College Education Grievance Redressal Monitoring(e-CEGRaM) is an online Grievance Redressal Mechanism at the state level by Commissionerate of Collegiate Education, A.P. for staff and students.**

- **Examination committee and Grievance Redressal Cell of the institution work in collaboration to address the grievances of students pertaining to the internal assessment within 3 days from the receipt of the grievance.**

- **Provision of revaluation and verification of answer scripts is also provided.**

- **Feedback is obtained from students on the evaluation process to improve the efficacy and transparency of the internal assessment system**

- **Head of the institution bestows special permission to students participating in State level sports and literary competitions during the internal examinations based on the recommendations of the respective class teachers.**

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://gdcganapavaram.ac.in/?wptu_ticker =please-click-here-to-submit-your-grievances

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution implements the curriculum prescribed by Adi Kavi Nannaya University, Rajamahendravaram. As per the revised CBCS 2020-21 curriculum, course outcomes (or) learning objectives are inherently stated in the syllabus framed by the university.

Implementation of course outcomes:

- A consolidated document stating the course outcomes of all the courses offered is collected from all the departments before the commencement of each semester along with the tentative semester curricular plan and the same is displayed in the institutional website.

- Student centric co-curricular and extra-curricular activities like Field trips, Guest Lectures, Student Seminars, Quizzes etc. are incorporated into the curricular plan with an endeavor to achieve the intended course outcomes.

- The course outcomes are mentioned in the study material provided to the students along with the syllabus.

- The students are reminded of the course outcomes during regular teaching sessions by the respective teachers.

- Status of attainment of course outcomes is monitored at the department level through academic review meetings.

Programme Outcomes:

- Programme outcomes for all the programmes offered by the

institution are designed by the concerned teachers in unison keeping in view of the vision & mission of the institution and the contemporary employability requirements of the industry.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://gdcganapavaram.ac.in/cos/
Upload COs for all courses (exemplars from Glossary)	[View File](#)

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

As the university publishes the final result of a course based on the cumulative performance of the students in the university and internal examinations, attainment of COs is evaluated based on the cumulative result published by the university after the semester end examinations.

Condition for course attainment:

- **A student who scores 40% in the cumulative result published by the university is defined to have attained the intended course outcomes for the given course.**

- **Attainment factor for a given course is the fraction of students who attained the COs relative to the total students who appeared for the course.**

- **Attainment of COs is analyzed by the principal at the college level through staff meetings.**

POs:

Attainment of POs is a function of the following two key elements.

- **Degree of CO-PO mapping M**

- **Performance of the students in the cumulative result**

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gdcganapavaram.ac.in/attainment-of-cos-pos/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

112

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://gdcganapavaram.ac.in/results-analysis/

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://gdcganapavaram.ac.in/feedback/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	[View File](#)

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

15

File Description	Documents
Report of the event	[View File](#)
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

7

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

3

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities are planned and executed for the mutual benefit of the community and students leading to the students'holistic development. Students are sensitised on social issues in neighbourhood community. While the issues of general nature are addressed by NCC, Red Ribbon Club, Consumer Club, Eco club and Women Empowerment Cell, the domain related issues are taken up through the departments concerned. Some of the major issues addressed through the college extension activities are:poverty, extremism, blood donation, diabetes, early aging, lack of patriotism, AIDS, Swachbharat, women's issues, women health care, consumer rights, voter

awarenss,cultural awareness and environmental issues.Their impact at the end of each activity is constantly reviewed. There are 2 NSS units. The Institution involves the boys and girls in a planned manner to organize need based outreach programs for community wellbeing. Faculty are involved as Program Officers, coordinators and Resource persons.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	[View File](#)
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

5

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

100

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

6

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

"The college is functioning in a pucca building with two floors (G+1), and the 2nd floor is currently under construction. There are nine classrooms exclusively meant for conventional teaching. ICT-enabled classrooms number four, including one smart classroom, two computer labs, and a seminar hall. There are four science labs for physics, chemistry, botany, and zoology. All labs and smart classrooms have internet connections.Currently, there are 80 computers in the college for students' use. The college boasts a spacious library with ample furniture and thousands of books. The library also offers computer and internet facilities. Additionally, we have four LCDs installed in ICT-enabled rooms. The college campus is WiFi-enabled."

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcganapavaram.ac.in/wp-content/uploads/2023/03/Infra-Additional-Info.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has all the physical facilities for sports and games, including cultural activities. A sprawling sports ground, a 200-meter running track, an indoor shuttle court, a volleyball court, a kabaddi court, a kho kho court, and a seminar hall are some of the physical facilities available at the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcganapavaram.ac.in/sports-center/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

8

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcganapavaram.ac.in/ict-tools/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

9.15842

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library is automated using SOUL 2.0 software from INFLIBNET.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://gdcganapavaram.ac.in/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.5936

File Description	Documents
Any additional information	[View File]
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File]

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

20

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File]

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution updates its IT facilities from time to time as per the need and the resources available.Under RUSA grants, the Institution procured 50 desktops with the latest configuration during the 21-22 academic year.There are 5 monitors added during 2021-22 and arranged in different labs. They can also be used for effective teaching learning through PPTs, audio visual clips and many more.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

80

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

10.04387

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The respective faculty members are also designated as in-charges for the labs under their purview. They assume responsibility for managing all consumable and non-consumable items, as well as other equipment in the labs. Annually, the principal forms stock verification committees comprising staff

members, and these committees are tasked with verifying the stock. Committee members are required to enter their findings in the stock registers along with appropriate remarks.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcganapavaram.ac.in/college-committees/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

309

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills   **B. 3 of the above**

File Description	Documents
Link to institutional website	https://gdcganapavaram.ac.in/jkc/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

133

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

133

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student   **A. All of the above**

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View File](#)
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	[View File](#)

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

18

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	[View File](#)

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

18

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

Nil

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Active student involvement in all college activities is a prominent feature of this institution. Such engagement is highly beneficial at the Higher Education Institution (HEI) level, as it fosters the development of organizational and teamwork skills, contributing to the students' holistic growth. Students play representative roles on various college committees based on specific requirements. These include the Career Guidance Cell, Women Empowerment Cell, Grievances Redressal Cell, Eco Club, Consumer Club, Literary and Cultural Association, College Magazine Committee, IQAC, and others.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/college-committees/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the

development of the institution through financial and/or other support services

Alumni Association of the institution was registered on 03.03.2023. alumni Association provides financial report to the institution.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/alumni-association/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) | D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institutional governance is guided by the rules and regulations of UGC for affiliated colleges, Andhra Pradesh State Council of Higher Education, Department of Collegiate Education, Government of AP, and the College Planning and Development Council of the institution. The college extends higher education opportunities to students through quality teaching. Suitable strategies for curriculum delivery and an effective evaluation system are in place. Student learning is enhanced through MOUs, invited lectures, and skill training. The organizational structure of the college helps in identifying the various levels of authority and responsibility positions.

Academic, Financial, and Administrative Governance:

The statutory bodies and non-statutory committees work together for the smooth governance of academic, financial, and administrative aspects of the college.

Statutory bodies:

COLLEGE PLANNING AND DEVELOPMENT COUNCIL (CPDC): At the college level, CPDC acts as the Governing Body to make all major decisions based on the inputs submitted by the Principal and staff. This body is primarily represented by both the Secretary and Chairman, who have the authority to release funds from the CPDC account.

Non-statutory bodies:

The Principal of the college constitutes committees involving staff and students to decentralize administration. These committees assist in the smooth functioning of the college.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/organizational-structure/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

- **Administrasion of the institution is shared amongthe faculty, departments, committees, statutory bodies, Commissionerate of Collegiate education (the apex body).**
- **The Head of the Institution functions through departments and committes constituted with staff and students.**
- **Most of the academic and administrative matters are discussed at department level first, and then they are further deliberated at the institution level with the head of the institution.**
- **IQAC helps the head of the institution in all the academic matters. It collects curricular plans and endorses them before they are submitted to the Principal.**
- **All cultural and sports and games activities are conducted and monitored by the committees constituted for that purpose.**
- **Teachers are nominated as mentors for a batch of students or class-wise; At the classroom level, theytake care of the needs of the students.**
- **The office with senior assistants, junior assistants and others helps the Head of the institution in all financial**

- matters like fee collection, remittance etc.
- Thus, issues are discussed in the staff meeting or CPDC or committees before the Principal takes a final decision, ensuring participative management,transparency and decentralization.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/college-committees/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

S.Ch.V.P.M.R.Government Degree College is one of the oldest institutions in the district, celebrating its 50th anniversary in 2022. The college holds UGC 2F&12b Status and is affiliated with Adikavi Nannaya University, Rajahmundry. Currently, it offers six undergraduate programs, encompassing both conventional and restructured courses.

Annually, the institution develops strategic plans, implementing them through action plans, budget allocation, academic and administrative activities. A systematic review of outcomes is conducted to ensure the achievement of set goals. Various committees address needs at every level, leading to resource identification. Funding sources include the government budget, CPDC funds, RUSA, UGC, donors, and alumni contributions.

To oversee significant purchases, a purchase committee, headed by the principal, is formed. Similarly, infrastructural projects are monitored by a dedicated committee.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organizational structure of the college defines authority, responsibility positions, and facilitates delegation. The Principal serves as the Chief Executive Officer, overseeing all administrative, academic, and financial matters. The Vice-Principal and IQAC Coordinator support the Principal in managing academic and administrative tasks, respectively. Various committees and department incharges, in collaboration with office staff, execute policies.

The College Planning and Development Council (CPDC) is responsible for preparing a comprehensive development plan, recommending the introduction of new academic and self-financing courses. The Internal Quality Assurance Cell (IQAC) focuses on institutionalizing quality for consistent overall improvement, developing mechanisms and procedures to ensure timely, effective, and progressive performance in academic and administrative activities.

The institutional functioning adheres to the rules and regulations of the University Grants Commission for affiliated colleges, Andhra Pradesh State Council of Higher Education, Department of Collegiate Education, Government of AP, and the College Planning and Development Council. Student grievances are communicated through proctors or complaint boxes and addressed by the Grievance Committee in an appropriate manner.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://gdcganapavaram.ac.in/organizational-structure/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The College is a government educational institution operated by the State Government. Consequently, the welfare measures provided by the Andhra Pradesh Government are applicable to both teaching and non-teaching staff. The institution efficiently manages a cooperative society for the mutual benefit of its staff.

The welfare measures include:

1. **Andhra Pradesh Government Life Insurance (APGLI): This serves as a social security measure for the welfare of government employees and is mandatory for all.**

2. **Group Insurance Scheme: A group life insurance protection cover offered by the Life Insurance Corporation.**

3. **Employees Health Scheme (EHS): A health scheme designed for the well-being of employees.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

20

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the

year

20

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

"At the college level, an annual self-evaluative faculty appraisal procedure, as prescribed by the Andhra Pradesh Commissionerate of Collegiate Education (based on UGC guidelines), is implemented to assess the performance of the faculty. The IQAC evaluates performance indicators based on documentary evidence submitted to the Principal, and the scores are later uploaded to the Commissionerate website. Given that the final score influences promotions, transfers, and career advancements for individual lecturers, the process is diligently managed.

The performance indicators of teaching staff play a crucial role in the consideration for the State Best Teacher Award. Non-teaching staff performance is periodically appraised, evaluating their adherence to the Citizens Charter and stipulated deadlines. Monthly reviews of personal registers and work done by non-teaching staff are closely monitored. The efficiency of office staff in assisting both staff and students through file processing is a key consideration in their assessment.

An academic audit for the 2022-23academic year was conducted on 20.11.2023.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/asars/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

SCHVPMR Government Degree College conducts regular internal and external financial audits as per the audit mechanism established by the Government of Andhra Pradesh for all government educational institutions. The Accountant General, A.P, serves as the external auditor for government institutions, while the audit team from the Commissionerate of Collegiate Education or Regional Joint Director of Collegiate Education conducts periodic internal audits [inspections].

In addition to the above mechanism, the Principal of the respective educational institution forms internal audit teams to annually verify the accuracy and transparency of various internal departments, sections, and accounts. Funds released by external bodies, such as the State government, UGC, RUSA, etc., undergo audit by a Chartered Accountant hired by the institution. The respective bodies audit the funds utilized upon receiving audited utilization certificates, Income and Expenditure statements, and bills.

In case of any discrepancies or objections raised by external bodies/audit parties during external audits or internal audits conducted by the Commissionerate of Collegiate Education or Regional Joint Director of Collegiate Education, they communicate their findings through a report or letter to the institution.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/academic-audit-2021-22-2022-23/
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.4

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution actively mobilizes both internal and external resources, ensuring their dedicated utilization for the specified purposes. Rigorous record-keeping accompanies the deployment of these resources, and Utilization Certificates are promptly submitted within the stipulated deadlines, allowing eligibility for future grants.

Internally, the college receives funds from various sources such as Special Fee, Fee for Self-financed Courses, sports fees, CPDC fee, etc., to cover additional expenses associated with course operations.

Efficient resource utilization is maintained through the following processes:

1. Departments articulate their needs in terms of physical infrastructure, laboratory equipment, chemicals, and human resources at the year-end, presenting these to the Principal. Committees and clubs align their requirements with planned activities for the upcoming academic year, and budget allocations are accordingly made.

2. The finance committee, consisting of the Principal and senior faculty members, reviews proposals, prioritizes them based on needs, and offers recommendations.

3. **Purchases are executed following the solicitation of quotations/estimates from multiple agencies. Decisions are guided by considerations of cost and quality.**

4. **Periodic internal and external audits are conducted to ensure thorough auditing and maintain transparency in financial processes.**

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/donation-of-cooler-to-college-19-06-2023/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

- **ICT-based Teaching**
- **Encouraging faculty for FDPs**
- **Organizing Seminars/Workshops**
- **Encouraging faculty for Research Publications**
- **Encouraging departments to enter into MoUs**
- **Departments Best Practices**
- **Evaluation of PO and CO attainment**
- **Enrolling for online courses**
- **Preparing the college for Academic Audits by the Commissionerate**
- **Feedback collection & analysis and action taken**
- **Submission of AQARs**
- **Participation in NIRF**
- **Participation in AISHE**

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/iqac-activities/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of

operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Internal Quality Assurance Cell (IQAC) of the college regularly assesses the teaching-learning process, including its structures, methodologies, and learning outcomes. Under the effective leadership of the Principal, the IQAC has established efficient norms for reviewing and achieving optimal learning outcomes. The periodic reviews encompass various aspects of teaching-learning activities, including departmental activities, Annual Academic Plans, Teaching Diaries, Teaching Notes, Bridge Courses, Remedial Programs, and the implementation of ICT-based pedagogical methods.

There has been a continual improvement in the percentage of ICT-based teaching within the college. Faculty members are consistently updated on ICT tools and various online teaching platforms to ensure their proficiency in utilizing technology for educational purposes.

File Description	Documents
Paste link for additional information	https://gdcganapavaram.ac.in/iqac-activities/
Upload any additional information	View File

| **6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)** | B. Any 3 of the above |

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	[View File](#)
Upload any additional information	[View File](#)
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution has taken several measures to sensitize the students on gender issues. It conducts anti-ragging awareness programs and celebrates specific days devoted to women's welfare. The mentors have interactive sessions with the students on gender issues. As the majority, about 70%, of the students in the college are women, there is no ragging issue in the college. Men give due respect to women on campus. About 50% of the staff are women; the girl students have easy access to share their problems. Furthermore, the institution has a Women Empowerment Cell that also takes care of gender issues on campus. The Cell conducts interactive sessions with girl students on a monthly basis to address any issues that may arise.

File Description	Documents
Annual gender sensitization action plan	https://gdcganapavaram.ac.in/wp-content/uploads/2024/02/7.1.1_signed.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://gdcganapavaram.ac.in/wp-content/uploads/2024/02/7.1.1-2.pdf

7.1.2 - The Institution has facilities for

D. Any 1 of the above

alternate sources of energy and energy conservation measures   Solar energy   Biogas plant Wheeling to the Grid   Sensor-based energy conservation   Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Across the carpet area of the college, there are waste-storing dustbins. Since the institution is run by the government of Andhra Pradesh, the panchayat of the town takes care of the solid waste from the college. Every day, the panchayat van collects solid waste stored in the dustbins and takes it to the recycling unit far away from the town. Unwanted water in the college is directed towards and connected to the panchayat drainage system. Hence, there is no waterlogging on the premises.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	https://gdcganapavaram.ac.in/wp-content/uploads/2024/02/7.1.3-2.pdf
Any other relevant information	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File]()
Any other relevant information	[View File]()

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File]()
Any other relevant documents	[View File]()

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File]()
Certification by the auditing agency	[View File]()
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution is committed to providing an inclusive environment for the students and staff. The students are sensitized about cultural, regional, linguistic, communal, socio-economic, and other diversities by conducting various college-level competitions and by observing national days, and celebrating the birth anniversaries of national heroes. In addition, the prescribed syllabus is designed in such a way that the students are motivated towards tolerance and harmony in the college. The number of students studying from SC, ST, OBC categories is 199 out of a total of 323 students. Furthermore, 214 out of 323 students are girls from various villages surrounding the town. They are pursuing their UG programs with commendable harmony on the campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution sensitizes the students and staff by organizing national days and celebrating the birth anniversaries of national heroes on the specified dates. The students and staff are actively involved in these celebrations by organizing themselves. They participate in any competition conducted to mark these occasions.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institution is committed to providing an inclusive environment for the students and staff. The students are sensitized about cultural, regional, linguistic, communal, socio-economic, and other diversities by conducting various college-level competitions and by observing national days, and celebrating the birth anniversaries of national heroes.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. **Vehicle-free day is observed on the second Tuesday of every month by the students as well as the staff. On this specific day, no vehicle is allowed on the premises of the college except bicycles. All fuel-run vehicles are strictly prohibited from the campus on that day. The staff come to college either by bicycles or on foot. Those who come from a slightly farther place would use**

public transport. Towards the end of the day, an awareness meeting with all the students and staff is arranged, and issues related to environmental protection are discussed at length with a view to preparing the students for an eco-friendly lifestyle.

2. 'Handful of Rice' is observed on the third Tuesday of every month by the students. On this specific day, all the students bring a handful of rice and collect it in a gunny bag. Students are allowed to bring larger quantities if they desire to do so. Towards the end of the day, this collected quantity of rice will be distributed to the needy in the town under the supervision of a lecturer who acts as a monitoring officer for this practice.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Catering to the educational needs of rural students, particularly women, is the institutional distinctiveness as envisaged in the institutional vision. The institution is committed to ameliorating the social conditions of rural women of graduating age by providing them with the required technical skills, coupled with domain expertise, to face the world as independent women of the 21st century. The seventy percent (approximately) of women enrollment in the institution and the majority of women standing atop in the concerned classes display the performance of the institution in the area of its distinctiveness.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

- **Prepare for NAAC Cycle 3 Accreditation Peer Team Visit**
- **Introduce SINGLE MAJOR UG programme in place of the existing THREE MAJOR UG PROGRAMMES**
- **Enhance student enrollment for the academic year 2023-24**
- **Ensure completion of RUSA Civil Works**
- **Organize National Seminars/Webinars**
- **Strengthen the librray**
- **Enhance Student Placements**
- **Provide PG Entrance Coaching and thereby facilitate enhancement of student progression to higher education**