Guidelines for the Creation of the

Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions

(Revised in October 2013)

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

1. Details of the Institution

1.1 Name of the Institution	S.A.S.J.Govt. Degree College
1.2 Address Line 1	Narayanapuram
Address Line 2	Ungutur Mandal
City/Town	NARAYANAPURAM
State	Andhra Pradesh
Pin Code	534407
Institution e-mail address	narayanapuram.jkc@gmail.com
Contact Nos.	08818-252189
Name of the Head of the Institution:	Mr. Radha Krishna
Tel. No. with STD Code:	08818-252189
Mobile:	9441751290

Name of the IQAC Co-ordinator:

Smt. V. Durga Praveena

Mobile:

9440454229

IQAC e-mail address:

iqacgdcnarayanapuram@gmail.com

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

APCOGN13601

1.4 **NAAC Executive Committee No. & Date:**
(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/46/A & A/023 , dated 16-09-2008

1.5 Website address:

www.gdcnarayanapuram.com

Web-link of the AQAR:

http://www. gdcnarayanapuram.com /AQAR2014-15.doc

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.11	2008	2013
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

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

30-07-2013

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

| 2017-18 |

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

   i.   AQAR _11-12   <u>30/09/2012</u>
   ii.   AQAR_ 12-13   <u>30/09/2013</u>
   iii.   AQAR_ 13-14   <u>30/09/2014</u>
   iv.   AQAR_14-15   <u>30-09-2015</u>

1.10 Institutional Status

University   State [✓] central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [✓] No [ ]

Constituent College   Yes [ ] No [✓]

Autonomous college of UGC   Yes [ ] No [✓]

Regulatory Agency approved Institution   Yes [✓] No [ ]

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

Type of Institution   Co-education [✓] Men [ ] Women [ ]

   Urban [ ] Rural [✓] Tribal [ ]

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

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

1.11 Type of Faculty/Programme

Arts [✓] Science [✓] Commerce [✓] Law [ ] PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [ ]

Others (Specify) [. ———]

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

| Adikavi Nannaya University, Rajahmundry |

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

Autonomy by State/Central Govt. / University   NIL

University with Potential for Excellence   NIL   UGC-CPE   NIL

DST Star Scheme   NIL   UGC-CE   NIL

UGC-Special Assistance Programme   NIL   DST-FIST   NIL

UGC-Innovative PG programmes   NIL   Any other (*Specify*)   NIL

UGC-COP Programmes   NIL

2. IQAC Composition and Activities

2.1 No. of Teachers	04
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	03
2.4 No. of Management representatives	0
2.5 No. of Alumni	01
2. 6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	0
2.8 No. of other External Experts	0
2.9 Total No. of members	11
2.10 No. of IQAC meetings held	23

2.11 No. of meetings with various stakeholders: No. | 12 | Faculty | 06 |

Non-Teaching Staff Students | 06 | Alumni | 2 | Others | 0 |

2.12 Has IQAC received any funding from UGC during the year?   Yes | | | ✓ |

If yes, mention the amount | NIL |

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | NIL | International | NIL | National | NIL | State | NIL |
Institution Level | NIL |

(ii) Themes | NIL |

2.14 Significant Activities and contributions made by IQAC

> 1. Creation of environmental awareness among students programmes through Vanamahotsavam
> 2. Conduction of free health check-up camp & creation of awareness on Gynic problems.
> 3. Conduction of Interactive session between students HIV positive patient through Red Ribbon Club.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality

Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. To Conduct various significant days like • Independence Day • Telugu Bhasha Dinotsavam • National Library week • Worlds AIDS day • Human Rights day • National Consumer Day • International Women's Day	All programmes are Celebrated in a grand way the students were benefited through awareness.
2.Constitution of various academic &administrative committees	Effective flow of academic progression of effective monitoring of various aspects which were reflected in the form of appreciable results & placements.
3. Programming of ICT based teaching	Students were benefited with different mode of teaching Methods reflected in the question& answer session.
5. Planning of guest lectures	12 guest lecturers were conducted & students get awared about the advances in the subjects
6.Planning of students counselling system	The Deprived of academically backward students were benefited with the periodical patting by the teacher counsellors. In overcoming the hurdles faced during their study process.
7.Teacher evaluation by students	Student feedbacks were obtained by which teachers were benefited by improving their skills.

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body ☑ ☐

Management ☐ Syndicate ☐ Any other body | CPDC & Staff council |

Provide the details of the action taken

The statutory body viz CPDC discussed the various outcomes and satisfied the way , the quality enhanced in Curricular & Co-curricular activities , they advised to bring new qualities techniques for the enhancements of quality in Curricular, Co-curricular activities.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NIL	NIL	NIL	NIL
PG	NIL	NIL	NIL	NIL
UG	**6**	NIL	**02**	NIL
PG Diploma	NIL	NIL	NIL	NIL
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	NIL	NIL	NIL
Certificate	NIL	NIL	NIL	NIL
Others	NIL	NIL	NIL	NIL
Total	**06**	NIL	**02**	NIL

Interdisciplinary	NIL	NIL	NIL	NIL
Innovative	NIL	NIL	NIL	NIL

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

Pattern	Number of programmes
Semester	**06**
Trimester	NIL
Annual	**06**

1.3 Feedback from stakeholders*   Alumni [ ]   Parents [ ]   Employers [ ]   Students [✓]
   (On all aspects)

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

*Please provide an analysis of the feedback in the Annexure

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

This year the University to which the College is affiliated has revised the curriculum with major Changes in the UG Programmes.

1. Change of Syllabi.
2. Change in the Evaluation Process
3. New Question Paper Pattern.
4. Introduction of Value education and Professional Ethics as a compulsory Paper in the syllabus.

I.   Change of Syllabus.

- Revised and updated the syllabus for I Year Graduate Students form 2013-14 Academic Year.
- The same process of revision will take place for II Year from the academic year 2014-15 and for III year from 2015-16.
- The Syllabi of all the subjects in the UG programmes is changed including Languages.
- The entire syllabus in each subject is regrouped into EIGHT chapters.
- The syllabus in each subject is designed by experts in the concerned subjects.
- The syllabus in each subject is designed by maintaining the quality of curriculum so that it is up to the standards of the National curriculum frame work.
- The syllabus is designed with BOS for each subject well in advance and good continuity of flow of information is maintained from the lower stage (Higher Secondary) to the Higher State (P G Level)

II.   Change in the Evaluation Process

- ♣ Evaluation process is changed and Implemented for I Year Graduation from this Academic year 2013-14.
- ♣ Internal Assessment Process is introduced in the evaluation system.
- ♣ There are TWO Internal Examinations to be conducted for each academic year for 20 marks
- ♣ The average of two tests will be taken as the internal assessment marks obtained by the student in each subject.
- ♣ The Formula for evaluation is
  Marks for External Year End Examinations = 80
  Marks for internal assessment   = 20
  Total Marks of evaluation   = 100

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
08	08			

2.2 No. of permanent faculty with Ph.D.

| 02 |

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	--	--	--	--	--	--	08	08	08	08

2.4 No. of Guest and Visiting faculty and Temporary faculty | 02 | | NIL | | 05 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	NIL	10	NIL
Presented	NIL	05	NIL
Resource Persons	NIL	NIL	NIL

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

Peer teaching Propagation of teaching Methodology to the Senior students and learning outcomes of junior students through Peer teaching.

2.7 Total No. of actual teaching days

during this academic year | 225 |

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

New model question papers were introduced and Internal Evaluation for 20% of marks

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development | 01 | | |

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students | 85 |

2.11 Course/Programme wise   Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	15	NIL	5	3	6	93%
B.Sc(MPC)	22	NIL	14	1	NIL	73%
B.Sc(CBZ)	9	1	8	NIL	NIL	89%
B.Com(G)	12	NIL	NIL	NIL	4	33%
B.Com(Voc)	6	NIL	2	NIL	NIL	33%

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

By obtaining the feed back from the students & suggests accordingly.

Encourages faculty members to use versatile methods for effective teaching

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	05	05	NIL	NIL
Technical Staff	08	08	NIL	NIL

Criterion – III

3. Research, Consultancy and Extension

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

Since it is a UG college and it is located in rural area simple project works are given to students to promote research orientation.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.4   Details on research publications

	International	National	Others
Peer Review Journals	03	03	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	02		

3.5 Details on Impact factor of publications:

Range [0.6-2]   Average [1.3]   h-index [   ]   Nos. in SCOPUS [01]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL

Students research projects *(other than compulsory by the University)*	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
Total	NIL	NIL	NIL	NIL

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

ii) Without ISBN No. NIL

3.8 No. of University Departments receiving funds from

UGC-SAP NIL   CAS NIL   DST-FIST NIL

DPE NIL   DBT Scheme/funds NIL

3.9 For colleges   Autonomy NIL   CPE NIL   DBT Star Scheme NIL

INSPIRE NIL   CE NIL   Any Other (specify) NIL

3.10 Revenue generated through consultancy NIL

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	NIL
Sponsoring agencies	NIL	NIL	NIL	NIL	NIL

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

3.13 No. of collaborations   International NIL   National NIL   Any other NIL

3.14 No. of linkages created during this year NIL

3.15 Total budget for research for current year in lakhs :

From funding agency NIL   From Management of University/College NIL

Total NIL

3.16 No. of patents received this

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

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

Total	International	National	State	University	Dist	College
NIL	NIL	NIL	NIL	NIL	NIL	NIL

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

NIL

NIL

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

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

JRF NIL   SRF NIL   Project Fellows NIL   Any other NIL

3.21 No. of students Participated in NSS events:

University level NIL   State level NIL

National level NIL   International level NIL

NIL3.22 No. of students participated in NCC events:

University level NIL   State level NIL

National level NIL   International level NIL

3.23 No. of Awards won in NSS:

University level [NIL]   State level [NIL]

National level [NIL]   International level [NIL]

3.24 No. of Awards won in NCC:

University level [NIL]   State level [NIL]

National level [NIL]   International level [NIL]

3.25 No. of Extension activities organized

University forum [   ]   College forum [   ]

NCC [   ]   NSS [2]   Any [   ]

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

- Rally on AIDS awareness

- Voter's sensitization programme

- Vanamahotsavam

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5.77acres	NIL		5.77
Class rooms	07	NIL		07
Laboratories	06	NIL		06
Seminar Halls	1	NIL		1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	NIL	NIL		NIL
Value of the equipment purchased during the year (Rs. in Lakhs)	NIL	NIL	NIL	NIL
Others	NIL	NIL	NIL	NIL

4.2 Computerization of administration and library

Administration information is being computerised

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	**2883**	**281755**	**39**	**6809**	**2922**	**288564**
Reference Books	**590**	**49721**	**22**	**2611**	**612**	**52332**
e-Books	NIL	NIL	NIL	NIL	NIL	NIL
Journals	NIL	NIL	NIL	NIL	NIL	NIL
e-Journals	NIL	NIL	NIL	NIL	NIL	NIL
Digital Database	NIL	NIL	NIL	NIL	NIL	NIL
CD & Video	NIL	NIL	NIL	NIL	NIL	NIL
Others (specify)	NIL	NIL	NIL	NIL	NIL	NIL

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	07	1	1	NIL	1	NIL	NIL	NIL
Added	05	NIL	NIL	NIL	NIL	02	NIL	NIL
Total	12	01	01	NIL	1	02	NIL	NIL

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

Access to Internet is provided in the computer labs & JKC lab.

4.6 Amount spent on maintenance in lakhs :

i)   ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others   2,08,024

Total :   2,08,024

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Regular interaction with students in the classroom and in meetings.
Through Notice Board and circulars.
Teachers' evaluation through feedbacks by students is done annually.

5.2 Efforts made by the institution for tracking the progression

Periodic review by faculty members, HODs, Principal and IQAC.
Involvements of the students in co-curricular activities.
Conducting regular tests, assignments, group discussions, seminars.
Conducting Remedial classes to slow learners.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
221	NA	NA	NA

(b) No. of students outside the state

(c) No. of international students

No	%	
134	60.6	Men

No	%	
87	39.36	Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
32	68	--	133	----	233	30	71	--	120	--	221

Demand ratio 1:1   Dropout 3%

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

1. Coaching to Common Entrance Exams. for Higher Education
2. JKC training and coaching for career guidance and competitive Exams.

No. of students beneficiaries | 30 |

5.5 No. of students qualified in these examinations

NET | --- | SET/SLET | --- | GATE | --- | CAT | --- |

IAS/IPS etc | --- | State PSC | --- | UPSC | --- | Others | --- |

5.6 Details of student counselling and career guidance

JKC training and coaching for career guidance and competitive exams.

Subject teacher- student counselling, personal and Career.

Counselling done through value education classes

No. of students benefitted | 20 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	25	5	17

5.8 Details of gender sensitization programmes

- Women empowerment cell
- Conducting health awareness programmes

5.9 Students Activities

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

State/ University level | 03 | National level | 01 | International level | --- |

No. of students participated in cultural events

State/ University level `---` National level `---` International level `---`

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

Sports : State/ University level `---` National level `---` International level `---`

Cultural: State/ University level `---` National level `---` International level `---`

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	---	---
Financial support from government	189	5,94,679
Financial support from other sources	15	17500
Number of students who received International/ National recognitions	---	---

5.11 Student organised / initiatives

Fairs : State/ University level `---` National level `---` International level `---`

Exhibition: State/ University level `---` National level `---` International level `---`

5.12 No. of social initiatives undertaken by the students `12`

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI
6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

To provide quality and value based higher education in remote rural areas irrespective of caste, creed or religion.

MISSION

Our mission is to provide excellent educational and academic ambiance Conducive inculcating moral values, discipline and leadership qualities in its students to enable them to meet the requirements of the contemporary society for nation development.

6.2 Does the Institution has a management Information System

> Yes, the management information system is functioning at present in the
>
> - Students scholarships information.
> - Students registrations.
> - Treasury bills information.

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

6.3.1   Curriculum Development

> By organising student seminars, Quiz, G.D debates, student practical's, feild trips, Guest Lecture, extension Lecture, Curriculum framed by the union is refreshed of the quality deliver system is improved for adopt the above methods strategies were framed through by ACP formed by action plan.

6.3.2   Teaching and Learning

> The following strategy were adopted for quality improve on teaching of learning. peer teaching, ICT teaching student seminars.

Y6.3.3   Examination and Evaluation

> Continuous assessment system is adopted for getting effective results on examinations revaluation by students.

6.3.4   Research and Development

> All the lecture were un courage of guided for involvement into different research programmer lecture were encamped to attend ZURR program.

6.3.5   Library, ICT and physical infrastructure / instrumentation

> In time submission tranquil requirement for the department of library, ICT & Physical interest/instrumentation is done to drag max benefit from the govt.

6.3.6   Human Resource Management

> A strategy was developed which involve period cove despondence with the higher authorities call for the tilling up of teaching /non teaching posts. HRMS data is submitted to the CCE to maintain HRM.

6.3.7   Faculty and Staff recruitment

> The faculty of staff equipment is done by APPSC, DPC, &by local authorities the timely representation were made to CCE for providing necessary faculty /staff.

6.3.8 Industry Interaction / Collaboration

Through action plan all department were advised to get move with industries. All departments interacted with the industry personal through fell visited tours /industries tour's.

6.3.9 Admission of Students

All through prospector, conversion admission by reliving achievements of the institute.

6.4 Welfare schemes for

Teaching	Health Cards
Non teaching	Health Cards
Students	Scholarships

6.5 Total corpus fund generated   NIL

6.6 Whether annual financial audit has been done   ☐ Yes   ✓ No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	✓	CCE	NO	
Administrative			NO	

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

For UG Programmes   Yes ✓   No ☐

For PG Programmes   Yes ☐   No ☐

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

The AKNU introduced internal continuous system 2014-15.

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

NIL

6.11 Activities and support from the Alumni Association

- Alumni meet are conducted.
- Guest Lecture are conducted through alumni.

6.12 Activities and support from the Parent – Teacher Association

- Parents meet is conducted every semester.
- Parent feedback is collected and Suggestions were received from parents .

6.13 Development programmes for support staff

NIL

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

Through green audit, Vermi-composting, clean and green activities make the campus eco friendly.

Criterion – VII

7. Innovations and Best Practices

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

- The last day of every month is declared as motor vehicle free day to instil consciousness about environmental pollution and to protect the environment.
- Three minutes meditation at 10 A.M. every day.

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

IQAC meetings were conducted as planned to review the activities and healthy practices

- A number of awareness programmes like Voter Awareness, AIDS epidemic, Effects of pollution, ill effects of plastic were conducted under the aegis of NSS, Women empowerment Cell, RED Ribbon Club etc.
- Two students from Arts, Commerce and Science streams are nominated to IQAC body and it is immensely benefitted by their suggestions and observations
.
- Research culture is developed among the students and faculty as a result of it a good number of student projects are prepared and three Teachers were enrolled for Ph.D research work.
- A college has obtained five MOU this year and is planning to work with research organizations.
- Quality culture is inculcated and healthy quality atmosphere is generated among the departments with the IQAC sphere common activities by mutual cooperation and

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

- Peer Teaching
- Three minutes self meditation by students at 10 A.M. every day.

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

7.4 Contribution to environmental awareness / protection

- Vanamahostavam.
- Clean&Green activities.
- Use of Plastic banning in the campus.

7.5 Whether environmental audit was conducted?   Yes | √ | No | |

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

IQAC SWOT Analysis for 2014-15.	
Strengths and Weaknesses Internal to Organisation	
Strengths	**Weaknesses**
- Dedicated and Qualified Staff with work culture and Professional discipline - Disciplined and well-turned students - Work minded office and supporting staff - Optimum Utilisation of physical structures - Aim for all round development with collective efforts of all stakeholders - Mobilization of public and alumni support. - Governance based on collective decision making through CPDC/IQAC/ Staff Council / Committees/ Activity Clubs/ Quality Circles/ Staff and Student Associations	- Insufficient length of continuity of Staff due to State transfer policy - Dilapidated Buildings - Insecure old physical structures - Insufficient class rooms/ Laboratories space - Absence of Seminar Halls, Staff Rooms, Auditorium - Inadequate teaching faculty
Opportunities and Threats External to Organisation	
Opportunities	**Threats**
- Progressive futuristic trends from MHRD & State Govt. - Financial assistance from RUSA - Demographic dividend (maximum number of population between the age group of 15-34/40 years) seeking higher education - Healthy Competition - New Agendas/ New Mandates/ New Challenges Growing discontent towards traditional educational practices	- Private Institutions and their propaganda - Changing Global Scenario impacting Educational Sector - Mushrooming Corporate Colleges - Unplanned academic growth - Divorce between stated goals and real-time practices - Increasing evidences of gender discrimination - Insufficient Government funding to the poor students from other category of the students

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

> - To improve the admissions to the maximum capacity
> - To improve the results.
> - To provide more employment opportunities to students

Name : Mrs.V.Durga Praveena   *Name: Mr. Abdul Rasheed*

Lecturer in Chemistry   *Principal (FAC)*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____ *** _____

Abbreviations:

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

■■■

2.14

1. Creation of environmental awareness among students programmes through Vanamahotsavam
2. Conduction of free health check-up camp & creation of awareness on gynic problems.
3. Conduction of Interactive session between students HIV positive patient through RRC.

2.15

1. To Conduct various significant days like 1. Independence Day 2. Telugu Bhasha Dinotsavam 3. National Library week 4. Worlds AIDS day 5. Human Rights day 6. National Consumer Day 7. International Women's Day	Celebrated in a grand way the students were benefited through awareness.
2.Constitution of various academic &administrative committees	Effective flow of academic progression of effective monitoring of various aspects which were reflected in the form of appreciable results & placements.
3. Programming of ICT based teaching	Students were benefited with different made of teaching Methods reflected in the question& answer session.
4. Planning of conduction of vaccination to the girls students.	Girls students were vaccinated & a protection umbrella was created against cervical cancer.

5. Planning of guest lectures	12 guest lecturers were conducted & students get aware about the advances in the subjects.
6.Planning of students counselling system	The Deprived of academically backward students were benefited with the periodical patting by the teacher counsellors. In overcoming the hardily faced during their study process.
7.Teacher evaluation by students	Student feedbacks were obtained by which teachers were benefited by improving their skills.

STUDENTS FEEDBACK ANALYSIS 2014-15

S.NO	NAME OF THE LECTURER	DESIGNATION	PERCENTILE (AVERAGE NO. OF STUDENTS)
1.	A.RASHEED	LECTURER IN CHEMISTRY	90.76%
2.	Dr.B.MALLIKARJUNA	LECTURER IN CHEMISTRY	91.8%
3.	V.ARUN	LECTURER IN TELUGE	95%
4.	M.RAMBABU	LECTURER IN ECONOMICS	88.3%
5.	G.VANI	LECTURER IN ZOOLOGY	91.46%
6.	Dr.K.L.SUDHESHNA	CON.LECTURER IN ENGLISH	95.50%
7.	S.SUSYALATHA	CON.LECTURER IN COMMERCE	93%
8.	K.SIVAKRISHNA	CON.LECTURER IN MATHEMATICS	93.90%
9.	B.BUJJIBABU	CON.LECTURER IN BOTANY	72.20%
10.	K.DURGA RAO	CON.LECTURER IN PHYSICS	91%

BEST PRACTICE –1

1.TITLE OF THE PRACTICE: **PEER TEACHING**

2.GOAL : 1. To develop the culture of mutual cooperation.

2. To develop teaching skills and understanding ability of students.

3.CONTEXT:

One of the stakeholders (i.e students) admitted in this institution are downtrodden the only learning skill available to them is only class room teaching. They are slow learners and their poor communication skills make them unable to express their academic needs to the teacher. In order to reduce the gap between the teacher and learner one meta phase of institution is planned i.e., the advanced student plays the role of the teacher to a group of slow learners. The advance learner imparts special coaching between leisure hours which include doubts classification supply of previous handouts.

4.THE PRACTICE:

In every department a quality circle with a advanced learner as group leader of the quality circle guides the members. The group leader is a real friend in need.

5.GUIDENCE OF SUCCESS:

Learning outcome is the encouraging the behaviour, pattern, the level of understanding, confidence levels were markedly increased among the students the college achieved good success during the years.

6.PROBLEMS ENCOUTERED & RESOURCE REQUIRED:

Human resources were created in the campus at the free of cost. There is no single problem faced by the participants.

7.Notes (Optional)

It is very easy to implement and the results are encouraging.

8.Contact Details

Name of the Principal : Abdul Rasheed

Name of the Coordinator : Smt.V.Durga Praveena, *Lecturer in Chemistry*

Name of the Institution : S.A.S.Govt.Degree College.

City : Narayanapuram,W.G, Dt. A.P

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ANNEXURE – iv

BEST PRACTICE-2

1. TITLE OF THE PRACTICE: Three minutes self meditation by students at the beginning of   the learning session in the   morning.

2. GOAL : 1. To develop stress free inner learning environment

      2. To create a self discipline attitude.

3. THE CONTEXT:

The present most of the Govt.Degree colleges are situated in the rural areas. 70% of the students are hailing from the villages situated from 5 to 15kms. The modes of reaching the college is through strenuous journeys either through crowded RTC buses or through bicycles etc., The first steps reaching the class rooms are with full of physical and mental stresses created through uneven journeys in order to relax and learning mind it is planned to practice a three minutes self meditation at their seats in their class rooms before the beginning of the lecturer session.

4. THE PRACTICE:

The IQAC after discussions with stakeholders & experts planned a three minutes self meditation by students and staff. First three sessions are in a grand assembly of students & staff in a seminar hall. In these sessions the stakeholders are subjected to awareness about the importance of meditation and about the mode of practice. At 9.50AM a long bell was given and again at 9.53AM a long bell was given. During this period all the students and staff sit in a straight and postures in their and starts meditating.

5. EVIDENCE OF SUCCESS;

The success of three minutes self meditation practice is evident in the students & staff in the form of their active involvement in curricular, co-curricular & extra-curricular activities and in the form of effective learning outcomes. There is a clear establishment of success of this practice which was reflected in the improvement of attendance and in the percentage of results.

6. PROBLEMS ENCOUNTERED & RESOURCES REQUIRED:

The problems encountered in the first few sessions due to lack of practice and skill in performing the meditations. After some sessions this problem was overcome. There is no need of resource on this practice involves the controlling of human emotions.

7.Notes (Optional)

It is very easy to implement and the results are encouraging.

8.Contact Details

Name of the Principal : Abdul Rasheed

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