

# **ANNUAL QUALITY ASSURANCE REPORT**

**2014-2015**

**Submitted**

**To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**BY**

**INTERNAL QUALITY ASSURANCE CELL**

**J.V.R.GOVERNMENT COLLEGE**

**SATHUPALLY - KHAMMAM Dist.**

**TELANGANA STATE**

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## The Annual Quality Assurance Report (AQAR) of the IQAC

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

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution	J.V.R. GOVERNMENT COLLEGE
1.2 Address Line 1	MAIN ROAD
Address Line 2	OPPOSITE GOVERNMENT HOSPITAL
City/Town	SATHUPALLY
State	TELANGANA
Pin Code	507 303
Institution e-mail address	sathupallyjkc@gmail.com
Contact Nos.	9885073548
Name of the Head of the Institution:	DR G NARASIMHA RAO
Tel. No. with STD Code:	08761 282098
Mobile:	

Name of the IQAC Co-ordinator:

D REDDIAH

Mobile:

9866447694

IQAC e-mail address:

[jvrsathupallyiqac@gmail.com](mailto:jvrsathupallyiqac@gmail.com).

sathupallyjkc@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

APCOGN12721

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/39/22

1.5 Website address:

www.jvrgcsattupally.in

Web-link of the AQAR:

[http://gdcts.cgg.gov.in//Uploads/files/Recent\\_Updates//Uploads/files/Recent\\_Updates/7204.PDF](http://gdcts.cgg.gov.in//Uploads/files/Recent_Updates//Uploads/files/Recent_Updates/7204.PDF)

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	76.15	2006	5 Years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle	--	--	--	--
4	4 <sup>th</sup> Cycle	--	--	--	--

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

08-07-2010

**1.8 AQAR for the year (for example 2013-14)**

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

- i. AQAR\_ 2010-2011 23-11-2014 (DD/MM/YYYY)4
- ii. AQAR\_ 2011-2012 23-11-2014 (DD/MM/YYYY)
- iii. AQAR\_ 2012-2013 23-11-2014 (DD/MM/YYYY)
- iv. AQAR\_ 2013-2014 23-11-2014 (DD/MM/YYYY)

**1.10 Institutional Status**

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

**1.11 Type of Faculty/Programme**

Arts  Science  Commerce  Law  PEI (Phys. Edu)   
 TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

. ----

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

KAKATIYA  
UNIVERSITY,WARANGAL

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

Autonomy by State/Central Govt. / University

----

University with Potential for Excellence

----

UGC-CPE

----

DST Star Scheme

----

UGC-CE

----

UGC-Special Assistance Programme

----

DST-FIST

----

UGC-Innovative PG programmes

----

Any other (*Specify*)

----

UGC-COP Programmes

----

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

4

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

2

2.4 No. of Management representatives

--

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and  
community representatives

2

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- ❖ The IQAC of the college monitors and coordinates the planning and implementation of all curricular, co-curricular and extra-curricular activities of the college
- ❖ The IQAC coordinates the functioning of different committees for the effective implementation of all the activities designed in the beginning of the year.
- ❖ It acts as a link pin between the affiliating university and the college by passing on the required information both sides.

## 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
<ul style="list-style-type: none"> <li>➤ Communicative English classes for the staff.</li> <li>➤ .</li> <li>➤ to conduct workshops/seminars/symposia etc.</li> <li>➤ to encourage staff to Carry out Minor and Major Research Projects.</li> <li>➤ to encourage the staff to pursue Ph.D., Programmes.</li> <li>➤ Encourage Interdepartmental Collaborative Teaching.</li> <li>➤ To encourage the departments of languages to take up the cultural studies on Adivasis of the region.</li> <li>➤ To install 30 computers in the English Language Lab</li> <li>➤ To install solar power</li> </ul>	<p>Staff members are able to handle English Medium Classes</p> <p>Three members of the teaching faculty published articles in national and International Journals</p> <p>Dept. Of Chemistry applied for Minor Research Project seeking funding from UGC.</p> <p>Three faculty members joined Ph.D. on Part time basis.</p> <p>Classes were conducted by the Departments of Commerce, Chemistry and Public Administration for the benefit of Science and Arts.</p> <p>Departments of English and Telugu organised a Field Trip to Adivasi Villages and made a survey on the cultural aspects of Adivasis</p> <p>Proposals submitted to CCE, Hyderabad.</p>
<p>encourage faculty to publish articles and books</p>	<p>Dr P T Sumathi, Lecturer in Hindi published articles on Premchand.</p>
<p>To improve admissions</p>	<p>Admissions improved by 136 when compared with last year</p>

Orientation Programme and bridge Classes	Conducted
Campus cleaning and plantation programme	Organised
NSS special camp	Organised
NCC Camps	Organised
Internal and Pre-final Exams	Conducted
Special Programmes	Organised

\* Attach the Academic Calendar of the year as Annexure.

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

Provide the details of the action taken

The AQAR was prepared focussing on all aspects of the institution under the guidance of IQAC members and the principal. Discussed and approved.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	---
PG	02	--	02	--
UG	03	--	03	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	03	--	--	--
Others	--	--	--	--
<b>Total</b>	8	00	05	00
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01
Trimester	00
Annual	03

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.

The affiliating University revised the syllabus for the UG first year English and B.Sc., Final Year Zoology Paper IV. Foundation course in Human Values and Professional ethics.

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
	17	17	--	--	--

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
	--	12	--	--	--	--	--	--	--	--

2.4 No. of Guest and Visiting faculty and Temporary faculty 3 4 10

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	04	06
Presented papers	00	01	03
Resource Persons	--	--	--

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

- \* ICT based teaching initiated
- \* Subject-wise study classes aired by TV channels were screened to the students for better learning and understanding.
- \* UGC sponsored channel on Science, Commerce and Arts were brought to the students.

2.7 Total No. of actual teaching days during this academic year	195			
2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)	NIL			
2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	<table border="1"> <tr> <td data-bbox="916 604 1067 672">--</td> <td data-bbox="1067 604 1219 672">--</td> <td data-bbox="1219 604 1372 672">--</td> </tr> </table>	--	--	--
--	--	--		
2.10 Average percentage of attendance of students	75 %			

2.11 Course/Programme wise  
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	50	01	10	12	10	66
B.Com.	22	0	2	4	3	40
B.Sc.,	29	1	2	4	2	44

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

- The IQAC interacts with teachers and students to understand the problems encountered by them in the teaching – learning process.
- Arranges guest /Extension Lectures .
- Conducts regular review meetings with the teaching staff.
- Imparts training to the newly promoted and recruited staff on teaching and learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	--
HRD programmes	2
Orientation programmes	03
Faculty exchange programme	--
Staff training conducted by the university	2
Staff training conducted by other institutions	5
Summer / Winter schools, Workshops, etc.	05
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	17	--	--
Technical Staff	--	--	--	--

## Criterion – III

### 3. Research, Consultancy and Extension

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

- The IQAC encourages the faculty to pursue Ph.D., Programme on part time basis.
- Encourages the staff to apply for Minor and Major Research Projects.
- Encourages the students to take up study projects on the newly emerging topics in the relative subjects.

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	04
Outlay in Rs. Lakhs	--	--	--	--

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	01	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	--	--	--

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges

Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

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

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year : 3

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
--	--	--	--	--	--	--

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level	110	State level	15
National level	02	International level	--

3.23 No. of Awards won in NSS:

University level	--	State level	02
National level	--	International level	--

3.24 No. of Awards won in NCC:

University level	5	State level	05
National level	01	International level	--

3.25 No. of Extension activities organized

University forum	--	College forum	--
NCC	03	NSS	03
		Any other	--

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

- Blood Donation and blood grouping camps organised
- Literacy programmes organised in the slum areas of the town.

## 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	12.25 acres	--	--	--
Class rooms	17	--	--	--
Laboratories	10	--	--	--
Seminar Halls	01	--	--	--
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	12 lacs	1 lac	UGC	13
Value of the equipment purchased during the year (Rs. in Lakhs)	4 lacs	1	UGC	5
Women's Hostel	--	01	UGC	

#### 4.2 Computerization of administration and library

1. Library is automated by using SOUL Software supplied by CCE,Hyderabad.
2. Subscribed to N List
3. Office administration is partially automated and plans to automate the office fully .

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16100	850000	351	180000	16451	1150000
Reference Books	1800	175000	45	30000	1940	2285000
e-Books	--	--	--	--	--	--
Journals	3	1500	5	5000	8	8500
e-Journals	Lib.Cons					
Digital Database	--	--	--	--	--	--
CD & Video	45	1000	10	500	55	1500
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	75	40	06	04	10	04	9	02
Added	07	03	03	01	00	00	00	00
Total	82	43	09	05	10	04	09	02

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

<ul style="list-style-type: none"> <li>• More internet connectivities are provided to meet the growing strength of the browsers.</li> <li>• The Department of Computer Science conducts classes for the teachers on basic computer skills.</li> <li>• Special classes for the students of Non computer courses(Conventional Courses) are also conducted .</li> </ul>
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#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	--
ii) Campus Infrastructure and facilities	3.0
iii) Equipments	2.0
iv) Others	0.5
<b>Total :</b>	<b>5.00 Lacs</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC conducted an orientation programme to the first year students of B.A.,B.Com.,B.Sc., on the following student support services:

- ✦ Merit scholarships
- ✦ Gold Medals awarded by College
- ✦ Jawahar Knowledge Centre
- ✦ Anti Ragging Cell
- ✦ National Service Scheme (NSS)
- ✦ Hostel Facilities for both men and Women
- ✦ Information with regard to health and hygiene were provided to all the students.
- ✦ Special Services provided by the library are brought to the notice of the newly enrolled and regular students for utmost use of the documents and net services.

#### 5.2 Efforts made by the institution for tracking the progression

- ❖ The institution takes the help of the Alumni and the philanthropists to help the poor and needy students.
- ❖ All the incharges of the departments maintain the record of the outgoing students with regard to pursuance of higher education and employment.
- ❖ The feedback obtained in the meetings of the parent teacher association helps in tracking the academic and employment progression of the students.
- ❖ The institution maintains a special book bank scheme for SC and ST

5.3 (a) Total Number of students	UG	PG	Ph. D.	Others
	496	52	--	--

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	--	--		--	--

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
9	98	193	73	00	363	07	115	291	83	0	496

Demand ratio 1:1      Dropout % 6

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

- \* Jawahar Knowledge Centre of the college imparts training to the students on Computer Skills, Analytical Skills, Mental ability and Communication skills in English.
- \* Special training classes and General knowledge tests were conducted for the final year students those who are appearing for Group and Bank Tests.
- \* Academic and Career Guidance Cell conducts coaching classes for entry into service.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="--"/>	SET/SLET	<input type="text" value="--"/>	GATE	<input type="text" value="--"/>	CAT	<input type="text" value="--"/>
IAS/IPS etc	<input type="text" value="--"/>	State PSC	<input type="text" value="--"/>	UPSC	<input type="text" value="--"/>	Others	<input type="text" value="--"/>

## 5.6 Details of student counselling and career guidance

- Ward counselling system assists in analyzing the strengths and weaknesses of the students.
- Career Guidance cell provides information to the students on job opportunities from time to time.

No. of students benefitted

10

## 5.7 Details of campus placement

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

## 5.8 Details of gender sensitization programmes

- Womens equality day celebrated on 26-08-2014.
- International Women's Day celebrated 08-03-2015.

## 5.9 Students Activities

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

State/ University level

06

National level

02

International level

--

No. of students participated in cultural events

State/ University level

01

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	413	1272040
Financial support from other sources	NIL	NIL
Number of students who received International/ National recognitions	NIL	NIL

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Additional systems were provided in the library .

Browsing centres are introduced to meet the additional demand by the students

Safe drinking water facility was provided to the students

Special team of lady lecturers was constituted to provide extra security for women students

Facility was created in the college office for Online submission of PM scholarship applications.

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

#### **Vision, Mission and objectives the institution:**

As the saying goes ‘SEELENA SHOBATEY VIDYA’ – it is education that moulds character. There is no greater vision than higher education. Our college strives to fulfill the dream of Dr.A.P.J.Abdual Kalam, Hon. President of India who stresses the need for developing society through the acquisition of knowledge and utilization of technology.

The college imparts education to the students with a motto of ‘Enter to Learn-Leave to Serve’ . the Alumni of the college stands as a testimony to the mission of the college .

The college started functioning with the objective of catering to the educational needs of the students of Sathupally and surrounding mandals. It aims at all round development of the students with a focus on curricular , co-curricular and extracurricular activities .

#### **Objectives:**

- To impart and disseminate knowledge to students hailing from backward, rural and semi urban areas.
- To offer education to suit the changing needs of the society.
- To provide revised, need based and value oriented courses.
- To impart communication and soft skills to the students for their all round personality development.
- To bring out latent talents of the students in co-curricular and extracurricular activates.
- To prepare students industry ready by imparting necessary technical, managerial and analytical skills.
- To produce global citizens with multiple skills.
- To promote social consciousness among the students and encourage them to contribute their might to the society.

In order to achieve these objectives the faculties of the college function under the IQAC(Internal Quality Assessment Council). In addition, various committees are formed for ensuring qualitative teaching and learning .

## 6.2 Does the Institution has a management Information System

Yes. The Principal of the college communicates the information to the staff members through staff meetings , staff council meetings, Departmental meetings, meetings with various committees for the implementation of all the activities framed by the CCE Hyderabad and Affiliating University

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

### 6.3.1 Curriculum Development

The curriculum is designed by the Affiliating University .The faculty members of the institution make suggestion in the Board of Studies Meetings conducted by the University.

### 6.3.2 Teaching and Learning

The Institution adopted the student centric teaching and Learning strategies like group discussions, Assignments, study projects, Quiz, Debate, Brain storming, Role plays, Peer led Teaching, Collaborative and Cooperative learning.

### 6.3.3 Examination and Evaluation

- ❖ The Institution conducts Unit Tests, term Exams, and Internal Practical Exams.
- ❖ The answer scripts of the students are evaluated and suggestions are made for better performance.

### 6.3.4 Research and Development

- The institution encourages the staff in research and development.
- The head of the Institution gives permission to the staff to pursue their research.
- Four staff members pursuing Ph.D., programme in different universities.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- The library comprises three sections : Reading Room ,Reference section and Text Book Section.
- Internet facility is available to the students and Staff.
- Library is partially automated by using SOUL Software.
- LCD projectors ,OHP's and computer based teaching aids are available.
- well equipped labs

### 6.3.6 Human Resource Management

The principal looks after the college administration with the assistance of teaching and non teaching staff. The CPDC of the college helps the institution in the developmental activities .

### 6.3.7 Faculty and Staff recruitment

- The regular teaching members are appointed through Public Service Commission or by mode of transfer on promotion from junior College level.The Contract teaching faculty are appointed by the Selection/ renewal committee headed by the District Collector .
- Guest faculty are appointed by the CPDC.
- The non teaching staff are appointed by the Government.

### 6.3.8 Industry Interaction / Collaboration

- ❖ The Department of Botany is working in collaboration with Agricultural College in Aswaraopeta.
- ❖ The Department of Chemistry continues to develop rapport with Singareni Collieries to eradicate environmental pollution due to excavation of coal and to have more practical knowledge of the subject
- ❖ The Department of Commerce adopts suitable management skills by keeping in touch with the Local Banks, the LIC of India and other renowned business firms for latest update on the subject.

### 6.3.9 Admission of Students

The admissions of the students are made as per the norms laid down by the affiliating university.

### 6.4 Welfare schemes

for

Teaching	Employees Health Cards, Festival and Housing Loans, GPF Funds, Insurance and Medical Leaves .
Non teaching	Employees Health Cards, Festival and Housing Loans, GPF Funds, Insurance and Medical Leaves .
Students	Scholarships, Fee Reimbursement.

### 6.5 Total corpus fund generated

1.5  
Lacs

### 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	Yes	CCE, Hyderabad.	Yes	IQAC and Internal Academic Audit Committee
Administrative	Yes	RJD, Warangal	Yes	Committees constituted by the Principal at the end of the Academic year.

### 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?

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

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6.11 Activities and support from the Alumni Association

The alumni plays significant role in the development of the college. The members of the association are invited by the head of the institution regularly in the first week of the month for suggestions with regard to action plan.

It extends support in the form of material and money. Gold medals are awarded to the meritorious students in every course by the alumni.

Financial support is extended to the students who get admission into higher education institutes after UG course.

6.12 Activities and support from the Parent – Teacher Association

The parents communicate the grievances of their wards to the teachers who in turn take measures to redress the grievances. Both the parent and teachers discuss and plan for better implementation of the planned activities.

6.13 Development programmes for support staff

The principal has limited powers to initiate any development programme for the support staff. However the support staff working in the office are given training in basic computer skills, Communication skills and writing skills.

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

- \* The eco club takes care of Botanical gardens in the college.
- \* The Eco club in collaboration with NSS and NCC keeps the college a plastic free campus.
- \* The NSS and NCC units look after plantation ,development and maintenance of gardens and waste water management.

## 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.

- Emphasis was laid on Study tours and projects for the promotion of collective learning of the students.
- Internet facility was provided to the library for the use by the students and staff.

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

Plan of Action	Action Taken Report
<ul style="list-style-type: none"><li>➤ Communicative English classes for the staff.</li><li>➤ To encourage staff members to publish research articles, to conduct workshops/seminars/symposia etc.</li><li>➤ to encourage staff to Carry out Minor and Major Research Projects.</li><li>➤ to encourage the staff to pursue Ph.D., Programmes.</li><li>➤ Encourage Interdepartmental Collaborative Teaching.</li></ul>	<p>Staff members are able to handle English Medium Classes</p> <p>Three members of the teaching faculty published articles in national and International Journals</p> <p>Dept. Of Chemistry applied for Minor Research Project seeking funding from UGC.</p> <p>Three faculty members joined Ph.D. on Part time basis.</p> <p>Classes were conducted by the Departments of Commerce, Chemistry and Public Administration for the benefit of Science and Arts.</p>

<ul style="list-style-type: none"> <li>➤ To encourage the departments of languages to take up the cultural studies on Adivasis of the region.</li> <li>➤ To install 30 computers in the English Language Lab</li> <li>➤ To install solar power</li> </ul>	<p>Deprtments of English and Telugu organised a Field Trip to Adivasi Villages and made a survey on the cultural aspects of Adivasis</p> <p>Proposals submitted to CCE, Hyderabad.</p> <p>Proposals submitted to CCE, Hyderabad.</p>
<p>encourage faculty to publish articles and books</p>	<p>Dr P T Sumathi, Lecturer in Hindi published articles on Premchand.</p>
<p>To improve admissions</p>	<p>Admissions improved by 136 when compared with last year</p>

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

### **Best Practice -1**

#### **Title: Awarding Gold Medals to Toppers in each discipline**

#### **Goal :**

The Institute has set up the practice of awarding Gold Medals to the toppers in each discipline from the year 1990. This practice was conceived to promote healthy competition among the students and also as a token of encouragement to the young achievers in their disciplines as most of the students of this college hail from the rural background and from marginalized sections of society with meager economic resources.

In this way, the institution of gold medals helped in providing the talented students a platform to pursue the higher studies.

**Context:**

It was felt that most of the students were unable to continue their further higher studies as they had to play a vital role in the sustenance of their families. In order to overcome this problem, the gold medals were instituted so that these students receive not just a medal but more importantly would get confidence, encouragement and in some cases sponsorship by philanthropists for their further studies.

Although, decision was taken to set up gold medals, the implementation was far from reality as it needs good financial resources. The College set up a committee comprising the alumni of the college, philanthropists and local entrepreneurs to mobilize the resources required.

**Practice:**

This Practice gave lot of encouragement to students and helped them gain confidence and excel not only in the UG examinations but also secure good marks in the PG entrance examinations and entering in good universities. Most of the students used to discontinue their studies after completion of the graduation. Now this practice improved their confidence and helped them enter universities. Further award of these medals, which was generally done on the Annual Day function in front of many distinguished guests, helped the gold medal winners get financial assistance or Sponsorship of their fees in Universities by some of the Guests thereby helping them in their further studies as well.

**Problems Encountered and Resources required:**

The committee worked hard and mobilized the money required to put the idea into practice. They raised an amount which was made as fixed deposit. The interest accrued on the deposits was to be used every year for purchase of gold medals that are to be awarded to students. While the amount was fixed, the cost of gold mounted to new heights in years and posed a threat to the continuation of this practice. Some of the college employees actively participated at this stage to ensure its continuation without hindrance.

## **Best Practice -2.**

**Title:** MID DAY MEALS

**Goal:**

It was observed that a large number of students were not attending the classes particularly in the afternoon session. Most of the students are poor and from marginalized sections. This was affecting the pass percentage of the college, performance of the students and ultimately the career and lives of the students.

- To ensure maximum attendance
- To make the students attend remedial and coaching classes
- Ultimately to ensure good results
- To supplement energy to the Girls who are found anemic upon medical examination

**Context:**

The absence of students in the afternoon session was affecting the whole college making the academic environment inactive, and at times teachers getting disoriented because of low student strength. The reasons for this were several, ranging from long distance from homes, to general fatigue of travel and loss of physical energy and enthusiasm of students get drained by noon. It was a challenging task to ensure the continuity of the students in the afternoon session. A medical camp was conducted in this regard and it was found that most of the girl students are anemic and weak because of lack of nutritious food. The Principal and Staff of the College opined that all these problems were strongly linked with one another. As they were searching for a solution, they were inspired by the Mid-Day meal program in the Govt. High Schools by the Govt. of India. They wanted that similar program should be started at the College level. However, introduction of such a program at college level was itself a daunting task particularly when the students are in the prime of their youth with strong appetite. But the Principal and Staff were firm in their belief and strong in their conviction that introduction of Mid-day meals can be an answer for myriad problems and can become an innovative example for others to follow. However, to provide Mid-day meals to 350 students, it requires huge financial and infrastructural facilities coupled with man power problems. With the

limited budget of Govt. funds, it becomes difficult to bring this idea into practice. It was at this stage that College staff and Principal showed their commitment by giving heart and soul to ensure that the program could take off. Some of the faculty members donated 150 steel plates for the program and huge basin was purchased for cooking. The students actively participated in NSS program and cut the branches of the trees as part of campus beautification and effective ventilation. These woods were dried and preserved to be used as fire woods. A lady cook was hired on daily basis for cooking the meals. Representations were made to the Collector and MLA for release of rice at subsidized price, though it didn't materialize. The firm will and determination of the Principal and Staff boost their morale to undertake this program in the month of January 2014 and continued till commencement of annual examinations.

#### **Evidence of Success:**

The immediate impact is found in attendance in the afternoon session. As the program was newly introduced in this year, the immediate results cannot be quantified. However, the principal and staff are of firm belief that the program was a huge success and the impact of this program would definitely help in achieving good results and help in effective delivering of the teaching-learning process. They also believe that the innovativeness of the program was quite appreciated by the local community and from other colleges in the surrounding areas as Principal received many calls with people inquiring about how they could manage such a huge task of providing the meals to 250-300 students per day. The success of the program is hence undoubted and it may well turn to be one for the trump cards for securing more admissions to the college in the coming academic year. :

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

#### 7.4 Contribution to environmental awareness / protection

Water harvesting
Plantations of 1000 saplings in the college campus
Essay writing competitions on environmental protection

7.5 Whether environmental audit was conducted?      Yes                  No

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

**Strengths:**

1. Well equipped Laboratories and Library
2. Sufficient number of Class rooms.
3. Internet facility to the students and staff
4. Qualified and well experienced Faculty
5. Good Infrastructure Facilities
6. Well established e class room
7. Mid-Day Meals Programmes to all the college students
8. Regular conduct of Educational Tours as a part of Teaching and Learning Process
9. Support and active cooperation from the Alumni
10. Concessional facilities provided by Central and State Governments such as:  
Railway concession to attend the Educational, Games and Sports programmes.

**Weaknesses**

1. Lack of college hostel facility for boys.
2. Infrastructure facilities for student support activities are not up to the mark.
3. Lack of centralized computer services.
4. Insufficient basic amenities for various stake holders

### **Opportunities:**

- As the town is good academic center for all most 7 surrounding mandals with good number of Junior colleges there is scope for starting more number of UG courses that are suitable to the industry.
- There is potential to start more PG courses that suits the industry needs.
- The college has an opportunity to start research centers to study the social economic changes brought by the mining industry. Similarly research center to study the changes in Adivasi livelihoods and culture.

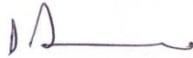
### **Challenges:**

1. There is a strong unhealthy competition from the near-by private institutions and distance education centre, which in turn is severely affecting the in-take in certain courses.
2. Since the students belong to the marginalized sections of the society and below the poverty line, it is difficult to mould them to adapt new environments of modern world.
3. The English teachers feel it difficult to bring out students from mother tongue influence while imparting English teaching in the class.
4. The major hurdle is the unhealthy competition that prevails during college admissions due to the evil practices adopted by private institutions and thus prevent the students from joining government degree Colleges.

### 8. Plans of institution for next year

- Preparation for NAAC Reaccreditation Cycle-2.
- to conduct more field trips/study tours/workshops/seminars to instil practical knowledge of the subject.
- to encourage staff to Carry out Minor and Major Research Projects.
- to encourage the staff to pursue Ph.D., Programmes.
- Encourage Interdepartmental and inter collegiate Collaborative Teaching.
- Inter class Collaborative teaching.
- To install 30 computers in the English Language Lab
- Organizing campus selections in the college.
- To install solar power system in the college

Name D.REDDIAH



(D. Reddiah)

Signature of the Coordinator, IQAC

Name DR G NARASIMHA RAO



(DR. G. NARASIMHA RAO)

Signature of the Chairperson, IQAC

PRINCIPAL  
SRI SIVAKUMAR COLLEGE  
BATHUPALLY-KMM.DT

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## ANNEXURE- ACADEMIC CALENDER OF THE COLLEGE

### J.V.R. GOVT.COLLEGE SATHUPALLY

#### ACADEMIC CALENDER FOR THE YEAR 2014-15

MONTH & DATE	ACTIVITY PLANED	REMARKS
JUNE 1 <sup>ST</sup> WEEK	ADMISSIONS	COMPLETED
	WORLD ENVIRONMENT DAY	COMPLETED
JUNE 2 <sup>ND</sup> WEEK	COMMENCEMENT OF CLASSES	COMPLETED
	MEETING WITH ALL DEPARTMENTS BY PRINCIPAL	COMPLETED
	PREPARATION OF ANNUAL CURRICULAR PLANS	COMPLETED
JULY 1 <sup>ST</sup> WEEK	MEETING WITH ALL DEPARTMENTS BY IQAC	COMPLETED
JULY 2 <sup>ND</sup> WEEK	COMMENCEMENT OF CLASSES FOR 1 <sup>ST</sup> YEAR STUDENTS	COMPLETED
AUGUST 1 <sup>ST</sup> WEEK	UNIT TEST-I FOR 2 <sup>ND</sup> & 3 <sup>RD</sup> YEAR STUDENTS	COMPLETED
AUGUST -15 <sup>TH</sup>	INDEPENDENCE DAY CELEBRATIONS	COMPLETED
SEPTEMBER 1 <sup>ST</sup> WEEK	STAFF MEETING	COMPLETED
SEPTEMBER 5 <sup>TH</sup>	TEACHERS DAY CELEBRATIONS	COMPLETED
SEPTEMBER 2 <sup>ND</sup> WEEK	REVIEW MEETINGS AT DIFFERENT LEVELS	COMPLETED
SEPTEMBER -24	NSS DAY CELEBRATIONS	COMPLETED
OCTOBER-2	GANDHI JAYANATHI CELEBRATIONS	COMPLETED
OCTOBER 1 <sup>ST</sup> WEEK	UNIT TEST-I FOR 1 <sup>ST</sup> YEARS & UNIT-TEST-II 2 <sup>ND</sup> & 3 <sup>RD</sup> YEARS	COMPLETED
OCTOBER 3 <sup>RD</sup> WEEK	COMMENCEMENT OF UG SUPPLYMENTARY EXAMS & DASARA VACATION	COMPLETED

NOVEMBER-1 <sup>ST</sup> WEEK	REOPENING & COMMENCEMENT OF CLASSES	COMPLETED
NOVEMBER-2 <sup>ND</sup> WEEK	STAFF COUNCEL MEETING & STAFF MEETING	COMPLETED
NOVEMBER-11	NATIONAL EDUCATION DAY	COMPLETED
DECEMBER-1	WORLD AIDS DAY	COMPLETED
DECEMBER-10	HUMAN RIGHTS DAY	COMPLETED
DECEMBER-1 <sup>ST</sup> WEEK	QUATERLY EXAMINATIONS	COMPLETED
DECEMBER-2 <sup>ND</sup> WEEK	CAMPUS CLEANING	COMPLETED
DECEMBER-3 <sup>RD</sup> WEEK	STAFF COUNCEL MEETING & STAFF MEETING	COMPLETED
DECEMBER-24	NATIONAL CONSUMERS DAY	COMPLETED
JANUARY-1 <sup>ST</sup> WEEK	STAFF COUNCEL MEETING & STAFF MEETING	COMPLETED
JANUARY-2 <sup>ND</sup> WEEK	REVIEW MEETINGS AT DIFFERENT LEVELS	COMPLETED
JANUARY-12	NATIONAL YOUTH DAY	COMPLETED
JANUARY-25	NATIONAL VOTERS DAY	COMPLETED
JANUARY-26	REPUBLIC DAY CELEBRATIONS	COMPLETED
JANUARY-4 <sup>TH</sup> WEEK	HALF-YEARLY EXAMINATIONS	COMPLETED
FEBRUARY-1 <sup>ST</sup> WEEK	REVIEW MEETINGS AT DIFFERENT LEVELS	COMPLETED
FEBRUARY-2 <sup>ND</sup> WEEK	PRACTICAL EXAMINATIONS	COMPLETED
FEBRUARY-3 <sup>RD</sup> WEEK	PRE-FINAL EXAMINATIONS	COMPLETED
FEBRUARY-4 <sup>TH</sup> WEEK	SWATCH BHARATH	COMPLETED

MARCH-1 <sup>ST</sup> WEEK	REVISION	COMPLETED
MARCH-2 <sup>ND</sup> WEEK	UNIVERSITY ANNUAL EXAMINATIONS	COMPLETED
APRIL	PG ENTRANCE COACHING	COMPLETED
MAY	CAMPAIGN FOR ADMISIONS	COMPLETED