

ANNUAL QUALITY ASSURANCE REPORT 2017-18

(1st July 2017 to 30th June 2018)



AQAR: 2017-18

**Internal Quality Assurance Cell
S.T.S.N. Government College
Kadiri – 515 591,
Ananthapuramu Dist, A.P.**

23.05.2018

THE ANNUAL QUALITY ASSURANCE REPORT

PART – A

(AQAR) OF THE IQAC: 2016-17

1. Details of the Institution

1.1. Name of the Institution	S.T.S.N. GOVERNMENT DEGREE COLLEGE
1.2. Address Line 1	SAIDAPURAM
Address Line 2	KADIRI
City/Town	KADIRI
State	ANANTHAPURAMU
Pin Code	515561
Institution e-mail address	jkc.kadiri@gmail.com
Contact Nos.	08494-224129
Name of the Head of the Institution:	Dr. P.Sreenivasa Naidu. M.A, M.Phil, Ph.D
Tel. No. with STD Code:	08572-241091
Mobile:	9618192569
Name of the IQAC Co-ordinator:	Dr. CH. Appiya Chinnamma
Mobile:	9676897279
IQAC e-mail address:	iqacgdckdr@gmail.com
1.3. NAAC Track ID)	APCOGN12696
1.4. NAAC Executive Committee No. & Date:	EC/38/184, Dated: 02-Feb, 2006
1.5. Website address:	www.stsngdckadiri.org.in
Web-link of the AQAR	http://stsngdckadiri.org.in/AQAR_2014.php
1.6. Accreditation Details	

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	2 nd Cycle	B	2.01	2016	5 years

1.7. Date of Establishment of IQAC

31/03/2006

1.8. Details of the previous year's AQAR submitted to NAAC after the latest Assessment & Accreditation by NAAC: NAAC Committee visited for 2nd Cycle on 27th, 28th & 29th June -2016

1.9. Institutional Status

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
(eg. AICTE, BCI, MCI, PCI, NCI)								
Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>		
Co-education	Urban	<input type="checkbox"/>	Rural	<input checked="" type="checkbox"/>	Tribal	<input type="checkbox"/>		
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC-12B	<input checked="" type="checkbox"/>		
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>				

1.10. Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others(Specify)							NA		

1.11. Name of the Affiliating University

Sri Krishnadevaraya University, Ananthapuramu

1.12. Special Status Conferred by Central/State Government-C/CSIR/DST/DBT/ICMR

Etc

Autonomy by State/Central Govt. / University	<input type="text" value="NIL"/>		
University with Potential for Excellence	<input type="text" value="NIL"/>	UGC-CPE	<input type="text" value="NIL"/>
DST Star Scheme	<input type="text" value="NIL"/>	UGC-CE	<input type="text" value="NIL"/>
UGC-Special Assistance Programme	<input type="text" value="NIL"/>	DST-FIST	<input type="text" value="NIL"/>
UGC-Innovative PG programmes	<input type="text" value="NIL"/>	Any other (<i>Specify</i>)	<input type="text" value="NIL"/>
UGC-COP Programmes	<input type="text" value="NIL"/>		

2.IQAC Composition And Activities

2.1. No. of Teachers	<input type="text" value="05"/>
2.2. No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3. No. of students	<input type="text" value="01"/>
2.4. No. of Management representatives	<input type="text" value="00"/>
2.5. No. of Alumni	<input type="text" value="01"/>
2.6. No. of any other stakeholder and Community representatives	<input type="text" value="01"/>
2.7. No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8. No. of other External Experts	<input type="text" value="01"/>
2.9. Total No. of members	<input type="text" value="11"/>

2.10. No. of IQAC meetings held

05

2.11. No. of meetings with various stakeholders:

NO

03

Faculty

04

Non-Teaching Staff

06

Alumni

01

Others

00

2.12. Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

NA

2.13. Seminars and Conferences (only quality related)

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

Total Nos

0

International

-

National

-

State

-

Institution Level

-

ii) Themes

-

2.14. Significant Activities and contributions made by IQAC

- ❖ Introduction of Entry into Services Schemes for the benefit of S.C., ST., OBC, Minority and Economically deprived sections of the society.
- ❖ Undertaking socially relevant study projects, extension activities and field trips.
- ❖ Extension of Computer, Environment and AIDS Awareness Programmes.
- ❖ Career guidance cell and JKC offer counselling on employment opportunities.
- ❖ Establishment of Women empowerment Cell, Red Ribbon Club and Eco club for strengthening the skills and competencies of students through appropriate curricular, co-curricular activities.
- ❖ Use of modern teaching aids in the classrooms especially ICT / OHP / LCD in certain departments.
- ❖ Strengthening of MANA TV Educational Programmes, both live and recorded.

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
❖ To introduce skill-oriented and job-oriented programmes.	❖ Resolved to submit proposals to UGC for Career oriented programmes.
❖ Resolved to function of IQAC and its activities.	❖ Dr. Ch.Appiya Chinnamma was Appointed as IQAC Coordinator and entrusted with the responsibility.
❖ Resolved to obtain water connection from Muncipal tap	❖ Took Municipal water connection

2.16. Whether the AQAR was placed in statutory body: Yes

-

No

✓

Management

-

Syndicate

Any other body

PART – B

CRITERION – I

1. CURRICULAR ASPECTS

1.1. Details about Academic Programmes

Level of the Programme	No. of existing Programmes	Number of programmes added during the year	No. of self-financing programmes	No. of value added / Career Oriented programmes
UG	03	00	00	00
PG	00	00	00	00
Total	03	00	00	00

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	00
Annual	00

1.3. Feedback from stakeholders*

Alumni - Parents - Employers - Students -

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

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

No, the syllabus was neither revised nor updated during the year

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

Analytical Skills

CRITERION – II

2. TEACHING, LEARNING AND EVALUATION

2.1. Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
21	18	02	01	00

2.2. No. of permanent faculty with Ph.D.

12

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
00	00	00	00	00	00	0	00	0	00

2.4. No. of Guest and Visiting faculty and Temporary faculty

00

00

17

2.5. Faculty Participation in Conferences and Symposia:

No. of Faculty	International level	National level	State level
2.6. Attended Seminars/ Workshops	00	05	04
Presented papers	00	08	06
Resource Persons	00	00	00

Innovative processes adopted by the institution in Teaching and Learning:

Lecture and demonstration methods, Group discussions, Interactive sessions, Question-answer sessions, student seminars, study projects and field visits etc.

2.7. Total No. of actual teaching days during this academic year 220

2.8. Examination/ Evaluation Reforms initiated by the Institution

The college has no autonomy with regard to examination and evaluation systems, but adopts the reforms introduced by the University.

2.9. No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

03	03	03
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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		Division				
	Appeared	Passed	Distinction %	I %	II %	III %	Pass %
B.A	50	50	16	30	36	18	100
B. Com	73	42	14	17.9	16.5	9.1	57.5
B.Sc	63	43	23	18.6	48.8	32.5	68.2

2.12. How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning Processes

The IQAC monitors and evaluates the quality of teaching and learning processes by

- ❖ Regular rounds of Principal / IQAC coordinator.
- ❖ Scrutiny of teachers' diaries and lesson plans.
- ❖ Assessment of students' performance in unit tests, assignments, seminars, Internals and term examinations.
- ❖ Feedback from students.
- ❖ Results analysis

2.13. Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	04
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	02
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	00

2.14. Details of Administrative and Technical staff

Category	No. of Permanent Employees	No. of Vacant Positions	No. of permanent positions filled during the Year	No. of positions filled temporarily
Administrative Staff	08	06	00	00
Technical Staff	00	00	00	00

CRITERION – III**3. Research, Consultancy & Extension****3.1. Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the Institution**

- ❖ To provide information regarding the sources of funding for research projects and to encourage the teaching faculty to apply for Major/Minor research projects
- ❖ To motivate all the faculty members to publish papers in national and international journals.
- ❖ To encourage staff to organize and participate in national level seminars, workshops and conferences.
- ❖ To inculcate research culture among students and staff by way of lab-based and survey-based study projects.

- ❖ To encourage the staff to register for Ph. D. programmes under the UGC-sponsored Faculty Improvement Programme (FIP).
- ❖ To provide financial assistance to the staff and the library to subscribe for the reputed Research Journals.

3.2. Details regarding Major Projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3. Details regarding Minor Projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.4. Details on Research Publications

	International	National	Others
Peer Review Journals	00	03	-
Non-Peer Review Journals	-	00	-
e-Journals	00	00	-
Conference proceedings	00	00	-

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 organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	00	00	00	00
Minor Projects	00	00	00	00
Interdisciplinary Projects	00	00	00	00
Industry sponsored	00	00	00	00

Projects sponsored by the University/ College	00	00	00	00
Students research projects				
(other than compulsory by the University)	00 00	00 00	00 00	00 00
Any other(Specify)	-	-	00	00
Total	00	00	0.0	00

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 :

(Only free consultancy offered)

3.11. No. of Conferences Organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
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

05

00

3.15. Total budget for research for current year in lakhs:

From funding agency

00

From Management of College

00

Total

00

3.16. No. of patents received this year:

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
0	0	0	0	0	0	0

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

00

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

00

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

JRF

00

SRF

00

Project Fellows

00

Any other

00

3.21. No. of students participated in NSS events:

College level

200

State level

0

National level

0

International level

0

3.22. No. of students participated in NCC events:

University level	NA	State level	NA
National level	NA	International level	NA

3.23. No. of Awards won in NSS

University level	00	State level	00
National level	00	International level	00

3.24. No. of Awards won in NCC:

University level	NA	State level	NA
National level	NA	International level	NA

3.25. No. of Extension activities organized

University forum	00	College forum	00	
NCC	00	NSS	02	Any other 00

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

- ❖ Special NSS Camp at Yerradoddi gangamma , Kadiri, Ananthapur(Dist)
- ❖ Social forestry and tree plantation programmes on the college campus
- ❖ Rallies on Consumer awareness.
- ❖ Road laying, Clean and Green programmes through NSS activities.
- ❖ AIDS awareness rallies on December 1, every year.

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	2068.47 Sq.mt	00	00	00
Class rooms	17	00	00	00
Laboratories	08	00	00	08

Seminar Halls	01	00	00	00
No. of important equipments purchased (≥ 1- 0 lakh) during the current year.	01	00	00	00
Value of the equipment purchased during the year (Rs. in Lakhs)	00	00	00	00
Others	00	00	00	00
	00	00	00	00

4.2. Computerization of administration and library

The computerization of scholarships and staff salaries and work is under process in the Library

4.3. Library services

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21100	3361000	1000	250000	22100	3611000
Reference Books	950	-	500	-	1450	
e-Books						
Journals	20	1100	02	200	22	1300
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4. Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Depart- ments	Others
Existing	118	03	01	10	03	01	08	-
Added	00	00	00	00	00	00	00	-
Total	118	03	01	10	03	01	08	-

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

- ❖ The UGC Network and Resource Centre, which was established during X Plan was strengthened by providing internet connectivity to major departments.
- ❖ Non-teaching staff members are guided the faculty of computer department in using Computers in day-to-day office work.
- ❖ Computer literacy programmes were made an integral part of curriculum in UG courses.
- ❖ Soft and communication skills were imparted to students through JKC and Women Empowerment Cell.

4.6. Amount spent on maintenance in lakhs

i) ICT	0
ii) Campus Infrastructure and facilities	0
iii) Equipments	0
iv) Computers & Maintenance	0
Total	0

CRITERION – V

5. STUDENT SUPPORT AND PROGRESSION

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

The IQAC monitors and coordinates the awareness activities on the following support services;

- ❖ Infrastructural facilities such as classrooms, furniture, equipment, library, seminar halls etc.
- ❖ Basic needs services such as the drinking water, hostel, toilets, seating places, waiting rooms etc.
- ❖ Health services - First aid - Medical check-up, Referral Service, Preventive and Curative Medicine etc.
- ❖ Career development services such as the information on courses, jobs and

- placements
etc.
- ❖ Study and learning services such as the library books, e-learning facility, Internet, charts, visuals, cassettes, handouts, models etc.
 - ❖ Counseling Services – developmental (course information, institutional rules, entry requirements, motivation, study and reading skills, preparation of assignments, employment opportunities), problem-solving (illness, disability, child care, work pressures), study (study methods, improving concentration etc) and academic (course choice, group selection, exam anxiety etc).

5.2. Efforts made by the institution for tracking the progression

- The college closely monitors the progress of students as detailed below.
- ❖ Analysis of performance of students in unit tests and examinations.
 - ❖ Monitoring the performance of students in classroom seminars and assignments
 - ❖ Individualized counselling services to students and parents.
 - ❖ Regular training programmes on communication and soft skills through JKC.
 - ❖ Provided special coaching for PGCET and other competitive exams
 - ❖ Free scholarships throughout their study.
 - ❖ Arrangements were made for accommodation in the social welfare hostel.
 - ❖ Financial support in deserving cases.
 - ❖ Supply of study materials and notes.
 - ❖ Industrial and career oriented training programmes through the Career and Counselling Cell.

5.3. (a). Total Number of students

UG	PG	Ph. D.	Others
977	28	NA	00

(b). No. of students outside the state

(c). No. of international students

MEN	No	%
	00	00

WOMEN	No	%
	00	00

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
161	127	92	699	02	1081	117	123	92	641	4	977

Demand ratio Dropout PG

5.4. Details of student support mechanism for coaching for competitive examinations

(If any)

- ❖ JKC Training programmes on communication skills and soft skills,
- ❖ Coaching classes in mental ability, aptitude and general knowledge through UGC Services coaching scheme.
- ❖ Provision in the Library, of competition books entitled 'Test of Reasoning', 'Clerical Aptitude', 'Numerical Ability' 'General Knowledge –Manorama Year Books', English Grammar and competition periodicals such as the India Today, Education World, Employment News, Yojana(Telugu), Vijetha Competitions (Telugu) for the benefit of students preparing for various competitive examinations.
- ❖ Informal career guidance service by the Librarian on day-to-day basis

No. of students beneficiaries

5.5. No. of students qualified in the

NET	<input type="text" value="00"/>	SET/SLET	<input type="text" value="02"/>	GATE	<input type="text" value="00"/>	CAT	<input type="text" value="00"/>
IAS/IPS etc	<input type="text" value="00"/>	State PSC	<input type="text" value="00"/>	UPSC	<input type="text" value="00"/>	Others	<input type="text" value="05"/>

5.6. Details of student counselling and career guidance

The UGC-funded **Career and Counselling Cell (CCC)**, the **Jawahar Knowledge Centre (JKC)** and **Women Empowerment Cell (WEC)** of the College coordinate the counselling and career guidance services.

- ❖ In a broad sense, the CCC offers counselling in macro issues such as the career and employment prospects of the students. It does so, either by appropriate skill-oriented training programmes or workshops or by expert lectures of distinguished

personalities in the field.

- ❖ The CCC activities are supplemented by the JKC, which provides regular training for students and equip them for jobs in the emerging global market.
- ❖ The WEC offers counselling services in matters related to personal life of students including their psycho and sociological issues.
- ❖ More importantly, the individual teachers or ward teachers play crucial role in solving students' problems at micro level. These include their academic, accommodation, financial and study problems, which constitute the major chunk of counselling services.

No. of students benefitted 745(80%)

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
-	10	02	00

5.8. Details of gender sensitization programmes

The college accords prominence to holistic education and all round development of students. Accordingly, it sensitizes its staff and students on vital issues of inclusion, environment, gender discrimination etc on priority basis as detailed below.

- ❖ Establishment of women empowerment cell that seeks to prepare women teachers and students to face the challenges of life.
- ❖ Conduct of seminars, special talks and invited lectures on communal harmony and other sensitive topics, under the aegis of the UGC-sponsored Equal Opportunity Cell and District Resource Centre and Eco-club.
- ❖ Celebration of women's day on the college campus by teachers and students.
Including women representatives and students from all castes, creeds and religions in all developmental committees such as the IQAC, Research Committee, Purchase committee etc., with a view to ensure participative culture and to create the feeling of oneness among them.

5.9. Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level	05
National level	00
International level	00

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

Details	Number of students	Amount (Rs.)
Financial support from institution	00	00
Financial support from the Government		
Financial support from other sources	00	00
Number of students who received International/ National recognitions	00	00

5.11. Student organised / initiatives

Fairs: State/ University level National level International level

Exhibitions: 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**

Nature of grievances	Action taken for redressal
Demand for increasing no. of computers in Commerce and Physics labs	Provided 5 computers to each lab
Appointment of scavenger for toilet cleaning	Appointed a scavenger
Preservation of needy items for girls	Preserved needy items with Women empowerment Cell in charge

CRITERION – VI

6. GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1. State the Vision and Mission of the Institution

Vision	“To establish a just and humane society by imparting quality education, ethical values, value-added knowledge with global standards to the down-trodden sections at affordable cost.”
Mission	<ul style="list-style-type: none"> ❖ To identify, institutionalize and implement some of the “Best Practices” in vogue in the top NAAC assessed institutions. ❖ To equip the students with global skills so as to made them to meet the demands of the society. ❖ To inculcate human values. ❖ To train the stake holders in restricted curriculum to strengthen job opportunities. ❖ To start job-oriented certificate/diploma courses besides conventional courses to instill self-confidence in the students.

6.2. Does the Institution has a Management Information System

The college has initiated the process on a limited note. Efforts were made to computerize scholarships, admissions, examination and office administration.

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

6.3.1. Curriculum Development

The college has no role in the planning and development of curriculum. It adopts the curriculum supplied by the university from time to time. However, the staff members of the college played crucial role in the curriculum development at state and university levels as detailed below.

6.3.2. Teaching and Learning

The college initiated the following strategies for improvement of teaching learning process at all levels.

- ❖ Library-based assignments that ensure discovery learning.
- ❖ Study projects, surveys and experiments that provide experiential learning.

- ❖ Classroom seminars that dispel their stage fear and enhance their teaching abilities.
- ❖ Practical demonstrations and group discussions that facilitate learning from peers.
- ❖ Academic, literary and cultural competitions that unearth their potentials.
- ❖ Charts, models, handouts, study materials etc that enhance their competencies and skills.
- ❖ Reward management in the form of gold medals and certificates that reinforces their motivation in studies.
- ❖ Additional coaching for preparing them to competitive examinations such as PG CET, Banking Service Recruitment Tests and the examinations conducted by the UPSC and APPSC

6.3.3. Examination and Evaluation

The college adopts the examination and evaluation reforms suggested by the affiliating university, while following its own strategies from time to time as detailed below.

Evaluation Reforms of Affiliating University

- ❖ Annual examination system for UG courses.
- ❖ Introduction of practical examination in English, Commerce, Mathematics and Statistics.
- ❖ Introduction of Instant examination in two papers in order to avoid the loss of one academic year for the benefit of failed students.
- ❖ Verification facility for valued answer script of UG courses
- ❖ Constitution of Malpractice scrutinizing committees.
- ❖ Provision for revaluation and personal verification of valued answer scripts.

Evaluation Reforms of the College.

- ❖ Own pattern of unit tests, assignments, practical records, projects and practical sessions.
- ❖ Introduction of term examinations; quarterly, half-yearly and pre-final.

6.3.4. Research and Development

The college has initiated several measures to strengthen research and development process as detailed below.

- ❖ To strengthen the research base in the college.

- ❖ To provide information regarding the sources of funding for research projects and to encourage the teaching faculty to apply for research projects
- ❖ To motivate all the faculty members to publish papers in national and international journals.
- ❖ To encourage staff to organize and participate in national level seminars, workshops and conferences.
- ❖ To inculcate research culture among students and staff by way of lab-based and survey-based study projects.
- ❖ To encourage the staff to register for Ph. D. programmes under the UGC-sponsored Faculty Improvement Programme (FIP).

Major achievements

- ❖ Three students from Urdu Department has received Prathibha awards (each has got Rs.20,000 cash along with tab) from the Govt. of Andhra Pradesh.
- ❖ RDT has handed over Auditorium Hall which cost about 35 lakhs in the college premises.
- ❖ Constructed main gate entrance by the land donars
- ❖ 2 faculty members awarded with Ph.D degree from Zoology and Telugu Departments and one of the faculty from Maths enrolled for Ph.D at S.K.University
- ❖ Two faculty members and nine girls students participated at “National Women Parliament conducted in the month of Feb-2017 at Vijayawada, A.P.

6.3.5. Library, ICT and Physical infrastructure / Instrumentation

- ❖ **Library:** An e-library with 16 computers is planned for library with accessibility for e-books and e-journals.
- ❖ **ICET Classroom:** Fixed LCD projectors were arranged in two computer laboratories and two Zoology laboratories for use in regular theory and practical classes. Five portable LCD projectors are deployed for use in any classroom at any time. All departments were provided with computers with Wi-Fi internet connectivity in order to strengthen computer-aided teaching and learning at classroom level.

6.3.6. Human Resource Management

The college takes the responsibility of the management of its human resources as detailed below.

- ❖ Staff training through CCE and DRC.
- ❖ Appointment of Guest faculty.
- ❖ Performance appraisal and reward management through IQAC.
- ❖ Grooming leadership at all levels.

6.3.7. Faculty and Staff recruitment

❖ **Recruitment of Regular Faculty:** The regular faculty of the college is appointed by the Commissioner of Collegiate Education by two methods, viz., direct recruitment and transfer posting from the Junior Lecturer cadre. The CCE, A.P., issues appointment and posting orders for the recommended candidates.

❖ **Recruitment of Contract Faculty:** The existing vacancies in Government Colleges are filled with the contract faculty. The Regional Joint Director of Collegiate Education (RJDCE) is vested with the powers of recruitment. The RJDCE invites applications from eligible candidates and constitutes a selection committee, which scrutinizes and prepares the merit lists. Depending on the number of vacancies allocated under various reserved categories, the RJDCE appoints candidates and posts them to various colleges in the zone.

❖ **Appointment of Guest Faculty:** The Principal of the college is permitted to appoint guest lecturers in the selected subjects depending on the availability of vacant positions and workload. The Principal notifies the vacancies in the local news papers and invites applications from the eligible candidates. With the help of a selection committee, comprising the senior faculty of the college, the principal appoints them in the existing vacancies on the basis of merit in the qualifying examination.

6.3.8. Industry Interaction / Collaboration

The following three units of the college take care of the industry interaction and collaborations as detailed below.

Unit / Cell	Strategies adopted for establishing institute-industry interface.
Jawahar Knowledge Centre	Imparting communication and soft skills through trained Mentors. Liaising with the industry and sponsoring students to job fairs of different companies. Providing opportunities for industrial visits.
Career and Counseling Cell of UGC & Women Empowerment Cell	Arranging short-term skill oriented training programmes. Giving coaching for entry into services. Informing students about the job opportunities in various sectors. Facilitating students to apply for jobs of their choice. Creating awareness on the potential career options.

6.3.9. Admission of Students

The admission policy is governed by the rules of the affiliated university and the Government policy of reservations. Accordingly, the college adopts four approaches with regard to admissions.

- ❖ **Admission without entrance test:** In respect of all UG courses, viz., B.A., B.Com and B. Sc, the admissions are done by the college on the basis of merit in the qualifying examination (i.e., Intermediate Public Examination) with due weightage to reserved categories; SC, ST, OBC, Min, Physically Handicapped students, etc. The process is accomplished in the following stages.
 - ❖ Invitation of applications through admission notifications.
 - ❖ Preparation of merit lists and waiting lists course-wise, group-wise.
 - ❖ Sending call letters to the selected candidates,
 - ❖ Final admission of genuine candidates after verification of certificates.

6.4. Welfare schemes for Teaching, Non-teaching staff and students.

Since, the college is a Government institution the welfare schemes launched by the Government are strictly implemented in respect of academic staff, non-academic staff and students as detailed below.	
Teaching & Non- teaching Staff (Common)	<ul style="list-style-type: none"> ❖ Earned leave encashment scheme. ❖ Maternity leave for women teachers ❖ Paternity leave for male teachers ❖ Medical reimbursement scheme ❖ Home loan scheme. ❖ Leave travel concession
Teaching Staff (Exclusive)	<ul style="list-style-type: none"> ❖ On-duty facility for attending conferences /seminars/ workshops.
No-teaching Staff (Exclusive)	<ul style="list-style-type: none"> ❖ Annual festival advance
Students	<ul style="list-style-type: none"> ❖ Post-matric scholarships for all eligible students. ❖ Reimbursement of tuition fees and examination fees. ❖ Free internship and accommodation in the college hostel. ❖ UGC scholarships and private scholarships. ❖ Free Printing and Xerox service for publication of theses and research materials. ❖ Zero-deposit provision for opening Bank Accounts for scholarship holders. ❖ Subsidized canteen services. ❖ Earn-while-learn scheme for Research Scholars.

6.5. Total corpus fund generated

NA

6.6. Whether annual financial audit has been done

Yes



No



Contributions of Alumni: With the active participation of Alumni, the college admissions are in progress.

6.12. Activities and Support from the Parent – Teacher Association

The college has an inbuilt network mechanism for collaborating and interacting with the alumni on one hand and with the parents of the students on the other.

- ❖ The parents are asked to contact the officials and teachers of the college on its official telephone 08494-224129 and send their queries / suggestions to the college e-mail ID at jkc.kadiri@gmail.com.
- ❖ Some parents are included as members in the administrative and academic bodies of the institution and their services are utilized for the development of the college, by eliciting their opinions in the respective meetings.
- ❖ The Principal and teachers informally meet the parents either personally and on phones and cater to the needs of their wards.

6.13. Development Programmes for Support Staff

The support-staff of the college includes non-academics working in the college office and departments. They are provided administrative support in the form of formal and informal training programmes from time to time.

- ❖ The regular non-teaching staff members working in the college office are regularly guided by the faculty of computer department in using computers in day-to-day office work.
- ❖ The contingency staff members working in the departments are given on the job-training by the concerned Heads and teaching faculty as per their requirements.

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

The college makes the campus eco-friendly by taking following initiatives.

Item	Initiatives made
Energy conservation	<ul style="list-style-type: none"> ❖ Power consuming equipment in laboratories is switched off when it is not used. ❖ Electric fans, lights and AC machines are sparingly used.
Water harvesting	<ul style="list-style-type: none"> ❖ Rain water is harvested during rainy season and used in laboratories for experiments and research works after

	distillation.
Efforts for Carbon neutrality	<ul style="list-style-type: none"> ❖ The vehicles of the staff are regularly checked. ❖ Staff members are encouraged to use lead-free fuels in their vehicles in order to reduce carbon emission. ❖ Dry leaves and grass are not burnt, but buried in the soil and use it as natural manure.
Plantation	❖ Tree plantation and social forestry schemes are encouraged.
Hazardous waste management	❖ Hazardous waste emitting from the science laboratories are buried in the soil and environmental pollution is averted.
e-waste management	❖ Outdated computers are condemned and recommended for recycling after removing useful parts.

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 institution has limited powers with regard to adoption and implementation of innovations. Nevertheless, it took steps to introduce the following innovations.

- 1) Strengthening of restructured courses by exposing students to world of work and learning experience through self-learning, self-confidence.
- 2) Introduction of foundation courses such as Indian Heritage and Culture, Environmental Studies, Computer Basics at UG level.
- 3) Integrating study projects /field visits /practical components to theory.
- 4) Introduction of term examinations such as quarterly, half-yearly and pre-final examinations for effective process evaluation.
- 5) Continuation of practical examination system in subjects like English, Commerce, Mathematics, Commerce and Economics.

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

Recommendation	Action Taken by the College
❖ To introduce skill-based courses.	❖ Computer literacy programmes and skill oriented tailoring programmes were introduced for the benefit of students and

	non-teaching staff.
❖ To encourage staff members to participate in Seminars/workshops/conferences.	❖ Two faculty members from Political Science and Botany were deputed for conferences/workshops.
❖ To take remedial classes and bridge courses for the needy students.	❖ Remedial classes were strengthened by linking with S.C, S.T. B.C and Min Remedial Coaching Scheme of UGC during XI Plan.
❖ To encourage teachers to take-up minor and major research projects with the financial assistance of UGC and other Funding Agencies.	❖ Two faculty member were applied
❖ To provide classrooms with modern teaching aids.	❖ The department Physics and Carrier Guidance cell were provided with LCD projectors.
❖ To establish linkages with other colleges.	❖ New Collaborations with all GDCs through the District Resource Centre.

7.3. Give two Best Practices of the institution

Within its limits, the college has adopted two best practice of its own.

1. Distribution of prizes to meritorious students ;
2. Bandrevu Eswaramma Memorial proficiency cash prize Rs.2116/- along with memento for the chemistry topper in the college
3. Some of the faculty is providing financial support to poor students

7.4. Contribution to environmental awareness / protection

The college undertook the following activities to create awareness and to protect the environment.

- ❖ Participation of NSS volunteers, students and teachers participated in plantation programme in the college premises

- ❖ Introduction of environmental studies as a special paper at UG level.
- ❖ Arrangement of special environmental awareness programmes through the Science Club activities and Faculty forum.
- ❖ Conduct of literary and cultural competitions on environmental issues.

7.5. Whether environmental audit was conducted?

Yes	✓	No	
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7.6. SWOT Analysis: 2016-17.

Strengths

1. Higher educational opportunity for weaker sections
2. Postgraduate programmes and research facilities.
3. Need-based restructured courses at UG level (B.A Computers, B.Com Computers and B. Sc Computers).
4. Job-oriented diploma programmes in Translation, Financial Management and Sericulture.
5. Training and placement services through Jawahar Knowledge Centre, Career & Counseling Cell and Women Empowerment Cell.

Weaknesses

1. Limited number of classrooms, labs and staff rooms.
2. Lack of spacious JKC lab and English Language Lab.
3. Declining trends in student enrolments.
4. Shortage of regular faculty.

Opportunities

1. Excellent public support for college development.
2. Fee re-imburement facility by the Government of Andhra Pradesh.

Threats

1. Improving the pass percentage of average rural students.
2. Minimizing the dropout rate.
3. Providing employment opportunities to the disadvantaged sections.
4. Imparting communication and soft skills for the first generation students.

7.7. Plans of institution for next year

For the next academic year, i.e., 2018-19, the college tentatively proposed the following measures.

- ❖ To introduce UGC-sponsored career oriented add-on courses for the benefit of students.
- ❖ Renovation of laboratories & class rooms
- ❖ Publication of Research papers in reputed journals by the faculty
- ❖ To provide addl. toilets for girls as well as for boys students on priority basis.
- ❖ To depute staff to national and international seminars / conferences / workshops and to encourage them to present research papers.

ANNEXURE-I
(BEST PRACTICE – 1)

1. Title: endowment prizes for meritorious students
2. Goal: To identify and honour the meritorious students of all courses with a view to create interest in studies and to inculcate competitive spirit among students.
3. The Context: The Skinnerian theory of learning emphasizes reward management for reinforced learning in an educational system. About 1500 students study in various programmes offered by the college. Most of them belong to socially and economically disadvantaged sections of the society. Due to pecuniary reasons, most of them do not have adequate interest in the course and finally dropout from their studies. Taking a cue from the Skinner's concept, the college instituted endowment prizes from various departments for meritorious outgoing students in each of the UG courses.
4. The Practice: Endowment Prizes are presented to the students on the Independence day and Republic day every year. Endowment Prizes: Of the various endowment prizes one is instituted by Sri B. Bhaskar Reddy, Lecturer in Chemistry in the sound remembrance of his mother Smt. Bandreru Eswaramma. It carries a Memento and a cash prize of Rs.2,116/-. The Endowment prize is given to such of the outgoing students, who have secured highest marks in the Chemistry subject in the S. K. University Examination held in March / April every year. Some of the faculty members are given endowment prizes to the students who secured highest marks in the Botany, Hindi and other subjects.
5. Evidences of Success: The institution of reward management in the form of endowment prizes has immensely contributed to the emergence of competitive spirit among the students. This is evidenced by recording highest percentage marks in the respective subjects.
6. Problems Encountered and Resources Required: The reward management has not caused any problems to the college and only the responsibility of the college is to prepare merit list from each department and distribute the endowment prizes to students.

ANNEXURE-II
(BEST PRACTICE – 2)

1. Title: Empowering students through Employment
2. Goal: To provide adequate training base for students and to equip them to face campus

recruitment drives and to gain productive employment in the Corporate Sector.

3. The Context: The students of the college come from the most disadvantage sections of the society. They lack adequate communication skills and soft skills to secure jobs on their own. With a view to cater to their employment needs, the college has established three cells, namely the Jawahar Knowledge Centre (JKC), Career and Counseling Cell and Women Empowerment Cell. The three cells work in tandem and strive to achieve the singular objective of empowering students through employment.

4. The Practice: Since its inception in 2007, the JKC plays leading role in the whole process. It selects students on the basis of merit-cum-means and imparts training to students during the zero hours on all working days and during the summer vacation. Basically, it gives training in spoken English, interview skills, Group discussions, soft skills, communication skills, career guidance and computer basics.

5. Evidences of Success: In this academic year JKC has imparted training to 90 students of which only 5 students gained employment in different private companies. This represents only about 5.5% of the total JKC trained students. Nevertheless, the programme enhanced the much needed communication skills and capabilities of the poorest of the poor students of the college and demonstrated the commitment of the college for women empowerment.

6. Problems Encountered and Resources Required: The programme was conducted with the financial assistance provided by the CCE, A.P. Hyderabad and partly supported by the students' fee. The main problem of the programme is the collection of the course fee of Rs. 500/- from each student, who hail from the poorest of the poor sections of the society. The experience suggested that the students' fee must be waived and the programme should be supported by UGC funds.

Signature of the Coordinator, IQAC
Name: Dr. CH. Appiya Chinnamma

Signature of the Chairperson, IQAC
Name: Dr. P. Srinivasa Naidu