



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>S . U . M . GOVERNMENT DEGREE COLLEGE</b>
• Name of the Head of the institution	<b>Dr . Ch . Ramachandram</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>08541278625</b>	
• Mobile No:	<b>9703835525</b>	
• Registered e-mail	<b>pri-gdc-kdnl-ce@telangana.gov.in</b>	
• Alternate e-mail	<b>kondanagula.gdc@gmail.com</b>	
• Address	<b>SRI UMAMAHESHWARI GOVERNMENT DEGREE COLLEGE, KONDANAGULA VILLAGE, BALMOOR MANDAL, NAGARKURNOOL DISTRICT, TELANGANA, PIN CODE-509401.</b>	
• City/Town	<b>KONDANAGULA VILLAGE, BALMOOR MANDAL, NAGARKURNOOL DISTRICT,</b>	
• State/UT	<b>Telangana</b>	
• Pin Code	<b>509401</b>	
<b>2.Institutional status</b>		
• Type of Institution	<b>Co-education</b>	
• Location	<b>Rural</b>	

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Palamuru University, Mahaboob Nagar, Telangana				
• Name of the IQAC Coordinator	Dr.A.Sreenivasulu				
• Phone No.	08541278625				
• Alternate phone No.	08541278625				
• Mobile	9440140506				
• IQAC e-mail address	sumnaac@gmail.com				
• Alternate e-mail address	cheminars@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://gdcts.cgg.gov.in/Uploads/files/buttonDetails/56726.pdf">https://gdcts.cgg.gov.in/Uploads/files/buttonDetails/56726.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	No				
• if yes, whether it is uploaded in the Institutional website Web link:					
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.53	2017	23/01/2017	22/01/2022
<b>6.Date of Establishment of IQAC</b>			12/03/2014		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	0000	0	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>2</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<p>International Day for the elimination of Sexual Violence in Conflict was conducted online mode on 19-06-2020. International Youth Day was conducted on 12-08-2020. International Day of the Girl is on 11-10-2020. Being the day is Sunday, this program conducted on 12-10-2020. International Day of Women and Girls in Science observed on 11--02-2021. International Women's Day is celebrated on 08-03-2021 online mode.</p>	
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	

Plan of Action	Achievements/Outcomes
International Day for the elimination of Sexual Violence in Conflict	Successfully conducted online mode on 19-06-2020
International Selfcare Day	Not conducted due to Covid-19
ACAHRYA JAYASHANKAR JAYANTHI	Successfully conducted on 06-08-2020
International Youth Day	Successfully conducted on 12-08-2020.
National Teachers Day	Successfully conducted on 05-09-2020.
HUMAN RIGHTS DAY	Successfully conducted on 10-12-2020
WORLD AIDS DAY	Successfully organized on 01-12-2020
NATIONAL SCIENCE DAY	Successfully organized on 28-02-2021
International Women's Day	Celebrated on 08-03-2021 online mode.

<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
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- Name of the statutory body

Name	Date of meeting(s)
IQAC	23/03/2022

<b>14. Whether institutional data submitted to AISHE</b>
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Year	Date of Submission
2020-21	25/01/2022

### Extended Profile

#### 1. Programme

1.1	5
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1	202
Number of students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.2	116
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	43
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	15
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	16
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	<b>18</b>
4.2 Total expenditure excluding salary during the year (INR in lakhs)	<b>98253</b>
4.3 Total number of computers on campus for academic purposes	<b>68</b>
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>This college ensures efficient curriculum delivery through a well-planned and documented approach. The college considers the effective delivery of the curriculum to be the most crucial curriculum. College follows the syllabus prescribed by its Board of Studies of the Palamuru University. Our faculty served on the Board of Studies and their sub-committees, contributing significantly to this.</p> <p><b>Academic Calendar:</b></p> <ul style="list-style-type: none"> <li>Follows the Academic Calendar issued by the College University and Commissionerate of Collegiate Education (CCE) and strictly enforces it. Department heads hold meetings to distribute workload, assign subjects, and plan reviewing the activities of the department and the completed syllabus. The principal oversees the effective implementation of the calendar through official meetings like informal discussions with department heads and, if necessary, faculty.</li> </ul> <p><b>Time-Table Committee:</b></p> <p>Establishes the College Time Table Committee. The time table is</p>	

prepared by the respective departments. Time tables are displayed on the notice board and also uploaded on the college website.

#### Teaching Plan and Teaching Diary:

At the beginning of the academic year each faculty member prepares a curriculum. They record teaching and practical classes in a diary. Periodic assessment of curriculum delivery is handled by HODs by IQAC.

**Labs:** Optimal utilization of well-equipped laboratories for practical curriculum delivery.

**Teaching Aids:** Faculty uses chalk and board as well as charts, maps, models and models. Techniques like seminar, group discussion, quiz, case study to effectively present the curriculum. Study materials, notes and question banks are provided in class and by e-mail.

Group projects allotted are dedicated to teaching them team spirit, sharing and developing presentations, Social sites like YOUTUBE, Whatsapp etc. are used for effective teaching. ICT based materials Will be uploaded on the college website. Engages in guest lectures, expert lectures and departmental alumni guidance. Internet, computer, LCD projectors and other audio-visual aids are used regularly.

#### Department Library:

Each department maintains a departmental library so that students can access the latest ones Books on relevant subjects and topics are available..Books are issued to students when needed.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Before the start of each semester, the University announces the Academic Calendar to all Programs that have a start date, semester deadline and semester-end exam dates.



SUM GDC strictly follows the calendar issued by the University and plans all its activities including the conduct of a continuous internal evaluation (CIE). The Institute prepares Institute-level calendar and then each department prepares its own calendar. Institute The calendar of events includes details such as total working days and holidays, CIE (Continuous Internal Evaluation)

The section contains a calendar guest Lectures, workshops, industrial visits, other co-curricular activities and extracurricular activities. The Educational activities, CIE and all activities are maintained in accordance with the calendar Events except unexpected circumstances. Academic calendars help faculty plan their respective course delivery. Monitor the completion of the syllabus according to the syllabus prepared by the faculty.

Syllabus coverage for each CIE is determined in advance and is subject to faculty members. These include internal assessment tests (IA), assignments, quizzes and seminars. Continuous Internal Evaluation of Students (CIE). There is a well-defined process for behavior of the CIE according to the events calendar.

The Assessment Test Time Table prepared by the Examination Committee has been published Continuous evaluation and evaluations are also done for the lab course, project work, seminars, Laboratory experiments and Viva's behavior, submission of Records are major components in laboratory course evaluation The principal, through academic committee meetings, reviews frequently and provides semester progress and appropriate guidance.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

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

**C. Any 2 of the above**



affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
21	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
5	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
113	

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

91

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

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

The institute covers cross-cutting issues related to professional ethics, gender, human values, environment and sustainability. Of course, the university determines the syllabus and the college must follow it. But within these limits the college does best for the issues mentioned above. Below are some of the steps taken: 1. Gender Many events such as folk dance competitions and hemoglobin checkup camps are organized for women and girls. The Anti-Women Harassment Committee and the Internal Complaints Committee organize programs on women's empowerment, laws for women, Women's Day, and the NSS. Our college unit is very active in conducting various expansion programs not only on the college campuses but also in the adopted villages. Protect Girls Major gender issues are addressed and addressed through activities such as campaigns, articles and poster exhibitions, wallpaper presentations, etc. 2. Environment and stability NSS Promotes environmental protection through tree planting and other sustainable development programs. Every year N.S.S. The unit carries out various activities in the nearby villages during special camps. In these camps the N.S.S. Conducts various environmental activities such as tree planting, village sanitation, sewer cleaning, soak peat digging, gazar grass removal, plastic free drive, poster competition, debate competition. Various activities such as quizzes and poster competitions and invitational discussions are organized to create awareness about nature, biodiversity, environment and sustainability. Various activities have been initiated by the college to protect the environment such as hygiene campaigns in temple places, buses and public places. This hygiene program includes cleaning of ponds, watering, various day celebrations such as World Environment Day, N.S.S. Day, etc. 3. Human values ??and professional ethics To create a scientific perspective and social awareness among students, lectures and

quizzes, essays etc. NSS and other NGO or, Government. Bodies. The college strives for integration moral and human values, even through extracurricular activities. Programs on value education for students were conducted under the auspices of NSS Guest Lectures. National festivals such as Independence Day and Republic Day serve as a platform to promote patriotic and moral values. Various social activities like health and hygiene awareness programs, medical check-up camps, AIDS awareness programs, voter awareness program, road safety campaign, blood donation were initiated by the college..

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

14

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

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

C. Any 2 of the above

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

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://ccets.cgg.gov.in/Uploads/files/buttonDetails/64566.pdf">https://ccets.cgg.gov.in/Uploads/files/buttonDetails/64566.pdf</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

360

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

202

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

We have a systematic mechanism for continuous monitoring and evaluation of students. We examine 2 grade factors to determine the level of students. This system helps in identifying slow learners & advanced learners.

Students will be identified based on:

1. Performance in Intermediate Scores
2. Performance on the snap test taken in the first 15 days after joining.

Weightage:

Intermediate scores: 50%

Snap Test: 50%

Strategies followed to facilitate slow learners:

For every 10 students, usually 5 to 6 are identified as slow learners. The student counselor assesses the nature of their

problems and motivates them in a friendly way to reach their academic goals.

Additional classes will be conducted to clear up doubts and re-explain critical topics to improve performance. Appropriate counseling with additional instruction will help you to attend classes regularly.

Strategies followed to facilitate quick learners:

Quick learners are identified by their performance in exams, interaction in the classroom and laboratory, their basic knowledge, conceptual comprehension and articulatory abilities, etc. The Institute promotes independent learning that contributes to their academic and personal development.

Strategies followed for student development:

Solution classes are conducted to salvage doubts, to re-explain critical issues to improve performance. Often due to absenteeism poor performance is addressed by sending

SMS and registration letters to parents of such students. Appropriate counseling with additional instruction will eventually help students to attend classes regularly.

All the staff maintain good relations with the students and solve their problems sensitively. Each class is divided into two batches and special tutorial classes are conducted for all students for all branches of undergraduate courses.

Generally, one teacher is assigned to each batch:

To provide additional details on important topics on Improving their subjective knowledge & Providing counseling for personal issues

Slow learners who are unable to handle teaching in regular classes are assisted through additional assignments to allay their doubts, modify important concepts and strengthen their learning. All the faculty members are engaged in tutorials.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
448	15

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

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

At SUM Government Degree College we adopt student-centered approaches to enhance student involvement as part of participatory learning and problem-solving. We follow discussions, laboratory experimental practice, and small projects. We follow the discussions on a number of topics as it allows students to think broadly and come up with ideas & suggestions to test their current knowledge. We basically practice discussions on soft skills, managerial communications, business adoptions, etc. Discussions: These are followed on a number of topics where students have to come up with different views and thought processes so that the learning process is justified in an argument-psychological learning way. Laboratory experiential practice: Higher education is always justified with the help of practical knowledge. We, therefore, strive to expose our students to all possible labs from first-year labs such as physics, chemistry, and English. From their second year, students in the core department are given exposure to applied activities to a depth depending on their student ability, so that the student can learn it through experience. Small projects: We encourage our students to develop some mini-projects from Year II onwards, even though Palamuru University is not part of the curriculum, to develop practical knowledge with innovations. Students are divided into small groups so that individual attention can be paid and the role of each student is prominent.



File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

Teachers use ICT-enabled tools for an effective teaching-learning process. Today, students need to learn and master the latest technologies in order to be ready for corporate. Consequently, teachers are combining technology with traditional teaching methods to engage students in long-term learning. The College uses Information and Communication Technology (ICT) in education to support, improve and optimize the provision of education.

The Institute uses the following tools:

ICT tools: 1. Projectors are available in different classrooms/labs.

2. Desktop Computers are set up in the on-campus computer lab and faculty cabins.

3. Printers- They are installed in labs and all popular locations.

4. Photocopier machines - Multifunction printers are available at all prominent locations within the Institute. Four photostat machines are available on campus.

5. Scanners- Multifunction printers are available at all popular locations.

6. Seminar Rooms- Three seminar halls are equipped with all digital facilities.

7. Smart Board- A smart board has been set up on campus.

8. Conference Hall- It is digitally equipped with mic, projector, cameras and computer system.

9. Online Classes (Zoom, Google Meet, Microsoft Team, Google Classroom)

Use of ICT by Faculty:-

A. PowerPoint Presentations- Faculty are encouraged to use power point presentations in their teaching through the use of LCDs and projectors. They are also equipped with a digital library, online search engines and websites to prepare effective presentations.

B. Industry Connect- Seminar and conference rooms are digitally set up where guest lectures, expert discussions and various competitions are held regularly for students.

C. Online Quiz- Faculties prepare online quizzes for students after completing each unit with the help of GOOGLE forms.

D. Counseling is provided to students with the help of video conferencing - Zoom / Google Meet applications.

E. Video Lecture- Recording of video lectures made available to students for long-term practice and future reference.

F. Online competitions- Poster making, Ad-Mad show, Project presentations, Business Quizzes, Debates, Paper presentations etc. Various technical programs and management events are organized with the help of various communication tools.

ICT tools: 1. Projectors are available in different classrooms/labs.

2. Desktop Computers are set up in the on-campus computer lab and faculty cabins.

3. Printers- They are installed in labs and all popular locations.

4. Photocopier machines - Multifunction printers are available at all prominent locations within the Institute. Four photostat machines are available on campus.

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B. Industry Connect- Seminar and conference rooms are digitally set up where guest lectures, expert discussions, and various competitions are held regularly for students.

C. Online Quiz- Faculties prepare online quizzes for students after completing each unit with the help of GOOGLE forms.

D. Video Lecture- Recording of video lectures made available to students for long-term practice and future reference.

E. Online competitions- Poster making, Project presentations, Debates, Paper presentations, etc. activities are organized with the help of various communication tools.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

#### 2.3.3.1 - Number of mentors

15

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

15

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

2

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

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

##### 2.4.3.1 - Total experience of full-time teachers

10

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

SUM Government Degree College follows the mechanism of internal evaluation is follows:

1. Carrying mobile phones or any reading material through the invigilator is strictly prohibited. The invigilator is expected to be vigilant and make frequent rounds in the examination hall.
2. Invigilators should announce in the examination hall that students will not be allowed to use electronic devices in the examination hall.
3. Only teaching staff should be appointed as invigilators. Subject teachers should not be appointed as invigilators in the examination halls where students are writing / writing the examination in that subject.
4. Adjustment in Invigilation Duty should be notified to the Academic and Examination Controller (AEC) one day before the due date and alternative arrangements should be made in case of absence.
5. Adjustments / interchange functions are not allowed in invigilators. The AEC will make adjustments if necessary.
6. Do not allow the candidate to go to the toilet during the exam, especially during the first 30 minutes or the last 15 minutes of the exam.
7. The Invigilator shall remain in the examination hall throughout the examination period and shall make such necessary announcements before, during and at the end of the examination.
8. Candidates should sit and insist until the number of answer scripts collected by the Invigilator is matched with the number of candidates present.
9. At the end of the examination, collect the answer sheets from the candidates, arrange them in increasing order of the hall ticket numbers and hand them over to the officer in charge of the examinations.
10. All the Invigilators appointed in the Hall are required to report to the Examinations Department after the completion of the examination and the members are collectively responsible for the return of the answer books.

11. The schedule of internal examinations will be displayed on the notice board in advance. Palamuru University conducts two internal examinations per semester as per regulations.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The Internal Assessment Test (IAT) and Assignment are given in the Academic Calendar, which is displayed well in advance of the session.

2. The course teachers will present a question bank in advance for IAT-I and IAT-II which will be conducted for one hour as per the academic calendar.

3. The evaluation method consists of internal examinations that are conducted regularly throughout the semester and are designed to check and report on the student's periodic performance.

4. Attendance of internal examinations by teachers for academic monitoring / academic audit, question papers, valuable answer sheets / copies, all records and summary of mark sheets and data bank.

5. Each evaluation method has full transparency in the internal evaluation..

6. Model answers and marking scheme will be prepared by each subject teacher before evaluation. After evaluation, marks will be displayed by the faculty members on the dates specified in the academic calendar. Copies of the assessment were shown to the students. There will be specific remarks by the valuer for giving low marks to some questions.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

**2.6 - Student Performance and Learning Outcomes**



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

**Communication mechanism:**

- College adopts outcome based education rather than input oriented bell shaped learning. SUM Government Degree College follows the following mechanism to inform teachers and students of learning outcomes.
- Graduate characteristics are explained to first year students at the beginning of the program.
- Teachers spend at least five hours introducing the subject to students.
- Results of learning outcomes of programs and courses are periodically monitored and measured.
- Soft copy of the syllabus and practice results of the programs and courses are uploaded on the Institution website for reference.
- Teachers were informed of the importance of learning outcomes at each IQAC meeting and staff meeting.
- Students will also be informed about the program results, program specific results and course results through tutorial sessions.
- Identify the most relevant concepts that arise in daily life and develop a strategy to reach solutions in relevant subjects and understand the relationship between key concepts and applications.
- Use basic laboratory equipment to perform measurements correctly and effectively and analyze and interpret results, including quantitative perception of uncertainty.
- Effectively communicate the results of scientific work, using clearly and neatly organized writing and presentation skills and using equations and visualization tools as needed.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

- **Program Outcomes (POs):** It represent the knowledge, skills and



attitudes. The students should have at the end of a course completion of their respective program.

- **Course Outcomes (COs):** It gives the resultant knowledge and skills the student acquires at the end of each course. It defines the cognitive processes a course provides.
- **Program Specific Outcomes (PSOs ):** These are statements that defines outcomes

of a program which make students realize the fact that the knowledge and techniques learnt in this course has direct implication for the betterment of society and its sustainability.

#### Response:

The college has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

- Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students.
- The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting.
- The students are also made aware of the same through Tutorial meetings
- Workshops have also been conducted for developing the Programme Educational Objectives and Learning outcomes at college level.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

### 2.6.3 - Pass percentage of Students during the year

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

43

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

## 2.7 - Student Satisfaction Survey

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

<https://ccets.cgg.gov.in/Uploads/files/buttonDetails/64523.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

00

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

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

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

02

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

00

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

GDC-Kondanagula conducts several extension activities to sensitize the students towards community needs and to promote their holistic development. The college NSS Unit motivates the students to participate in extension activities. At present, the strength of NSS unit is 200 Volunteers with Two programme officer. The Unit conducting regular activities in the college campus.

Surveys on socio economic conditions of laborer

Surveys on use of toilets Surveys on child educationand

literacy Surveys on various Government schemes

NSS unit Programme Officer has organized awareness on Environmental Pollution, Plantation, Voter awareness, Conservation of water,

Swatch bharaath,

Road Safety,

Human Rights,

AIDS awareness rallies etc.

The Institution also promotes active participation of the students in Red Ribbon Club, Women Empowerment Cell etc. These extension programmes promote overall personality development, learning of living together, Brotherhood, transfer of knowledge and develop a responsibility of citizenship among the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

01

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

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

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

2

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

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

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in

**collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

0

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

**3.4 - Collaboration**

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

0

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

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

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

3

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

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

Students and staff utilize infrastructure such as classrooms, laboratories, library, furniture, educational equipment and other facilities such as drinking water and sanitation.

This college have an approach for the creation and enhancement of infrastructure to meet the changing needs in higher education. Available infrastructure meets appropriate regulations such as a healthy, comfortable and conducive educational environment.

The institute covers an area of 10 acres with ample playground, seminar hall, bicycle stand and 12 spacious comfortable sitting arrangement classrooms suitable for conducting tutorials, seminars and counseling for students for effective communication between teachers and students.

SUM Government Degree Colege has a spacious and fully equipped seminar hall for conducting various functions, seminars, expert lectures and other activities. It has an administrative office, a TSKC Lab and eleven departments such as English, Telugu, History, Economics, Political Science, Commerce, Chemistry, Physics, Zoology, Botany and Computer Science with Science Laboratories.

The Institution has good computing equipment and facilities such as LCDs, Internet connectivity and well-equipped science laboratories are available to conduct science and practical experiments.

The library provides informative knowledge to students and teachers. In addition some departments have a special departmental library to provide subject related books. NSS Unit-1 & 2 units are functioning with different Extension Activities.

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

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



Students and staff utilize infrastructure such as classrooms, laboratories, library, furniture, educational equipment and other facilities such as drinking water and sanitation.

This college have an approach for the creation and enhancement of infrastructure to meet the changing needs in higher education. Available infrastructure meets appropriate regulations such as a healthy, comfortable and conducive educational environment.

The institute covers an area of 10 acres with ample playground, seminar hall, bicycle stand and 12 spacious comfortable sitting arrangement classrooms suitable for conducting tutorials, seminars and counseling for students for effective communication between teachers and students.

SUM Government Degree Colege has a spacious and fully equipped seminar hall for conducting various functions, seminars, expert lectures and other activities. It has an administrative office, a TSKC Lab and eleven departments such as English, Telugu, History, Economics, Political Science, Commerce, Chemistry, Physics, Zoology, Botany and Computer Science with Science Laboratories.

The Institution has good computing equipment and facilities such as LCDs, Internet connectivity and well-equipped science laboratories are available to conduct science and practical experiments.

The library provides informative knowledge to students and teachers. In addition some departments have a special departmental library to provide subject related books. NSS Unit-1 & 2 units are functioning with different Extension Activities.

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

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

07

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

07

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

No Automation of Library.

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

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

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0.23

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

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

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

62

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

Continuous upgrading of technology and infrastructure is one of the organization's quality policies. The institute offers an IT-enabled teaching-learning environment on campus 24 hours a day.

Leased web connectivity is in place to provide for all students and

staff via Wi-Fi and physical connectivity. we have had CRT monitors, INTEL P4 (processor) with 1 GB of RAM, 2 internet facilities, they are from Airtel with 25 Mbps. However, for now, we have upgraded to TFT monitors with dual-core with 2GB of RAM and are using a single internet system leased line with 40 Mbps.

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

#### 4.3.2 - Number of Computers

68

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

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

SUM Government Degree College has a well-defined approach and system for the management and use of all its physical and educational facilities.

#### Classroom management:

The classroom is the most basic and important workspace, managed with proper systems and procedures as recommended by management and the university. This will be followed keeping in view the modern teaching-learning environment.

Classrooms are well equipped with all the latest technology like smart boards, mic systems and other technology for better and more effective teaching.

#### Laboratory

As the college has five science departments, the laboratory approach is central to the work of the organization. Although the laboratory has many tools and equipment, it is maintained by department incharges.

1. Laboratory safety showers, eyewash stations and fire engines locations help to guarantee protective measures to reduce the cause.
2. General instructions to students regarding safe and secure use while in the laboratory are displayed in each lab.

#### Library

For the overall smooth functioning of the library, it is divided into the following sections and each section has its own unique identity and Registers are maintained as follow.

1. Acquisition Register
2. Students Issue Register
3. Staff Issue Register
4. Visitors Register
5. Newspaper Clippings Register
6. Reading Register

The college library has its own mechanisms and system for identifying purchases based on the courses offered, and inspecting facilities to be provided to students and staff.

#### Sports & Games

The Sports & Games committee oversees the maintenance of the playing field and sports equipment. The committee organizes various indoor and outdoor sports competitions for students at the intracollegiate level. Students should be encouraged to participate in competitions for holistic development. Coaches are hired with the permission of the management and the principal for events that have good student representation.

Celebrating International Yoga Day has become a common affair and many students and staff take part in it.

When defining policies for workshops / seminars / conferences for students and staff across IQAC faculty, the website introduces users to the college's working system and also invites suggestions on improved work processes.

#### Computers

Updated software used for computer management (hardware and software), administrative and overall management of campus infrastructure. Annual maintenance agreements are in place for computers, copiers, software, CCTV, fire extinguishers.

An approach has been developed to maintain a balanced student-computer ratio so that all students benefit for academic purposes.

The Outer Housekeeping Service looks after the cleanliness of the campus. The Website is maintained and updated with the help of

external experts. The policy is designed to inform parents about student attendance via mobile messages while ensuring student safety. The well-defined purchasing policy developed by the Purchase Committee oversees all purchases at the college.

The institution adheres to all safety and security regulations required by the educational institution and makes proper use of all safety policies. The safety of the girls is specially maintained and appropriate measures are taken to keep the campus safe for the students done by Women Empowerment Committee.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

206

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

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

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



1

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

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

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

49

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

49

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

1

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

7

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities**

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

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

0

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

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

As per the Government instructions, there are no student associations in the college. However, SUM Government Degree College (SUM GDC), Kondanagula has instituted course-wise Class Representatives (CRs). These CRs with help of the faculty engaged in various administrative, co-curricular and extracurricular activities. The college has various committees with student representatives serving in all academic and administrative committees such as

1. Class Committee - Each UG class has a Committee to review the academic activities, progress, and improvement plans of all subjects of all semesters. The committee consists of HOD, Chairperson, Class adviser, and the student's representatives (4 Members/semester/section). The committee will discuss the academic-related issues including conduction of classes, question paper pattern, and students grievances Guidelines of IQAC and submission of AQAR for Affiliated/Constituent Colleges.
2. College Magazine Committee - Students representatives who are nominated in the editorial board helps to collect articles, poems, drawings, etc from talented students. They compose, edit and take initiative in printing the newsletters at the Department level and work for the preparation of magazines at the college level. The faculties of the editorial board will guide them in the entire process of printing and releasing the magazine, Kondanagula.
3. Cultural Committee - First-year Inaugural function, Fare Well function through Cultural committee. From all departments, students representatives will be the members of the Core Committee, creative committee, etc. They will help the faculty in charge of organizing these events.
4. NSS Committee - Students contribution to the society is significant and SUM GDC students always show their concern in this regard. There are 3 NSS units in the college and volunteers of this committee will organize programs like NSS Camps, Swatch SUM GDC, Blood donation, Red cross, etc.
5. Sports Committee - Every year, the SUM GDC Sports meet will be organized and student volunteers will help the Physical Education Director in organizing team events and Individual events.
6. Anti ragging Committee - Student representatives will play a major role in informing ragging cases, helping to create harmony, and to curb ragging.
7. Anti sexual harassment Committee - Girl students and Lady Faculty Members will be the members of this Committee. The student members of the committee will report any harassment issues to the concerned Committee coordinator for further action.
8. Grievance Committee - Any type of Grievance regarding common facilities or academic-related issues will be brought to the notice of the concerned by the

student members of this Committee. Regular interactions are scheduled through meetings. If any grievances are reported, then the faculty member who is the Coordinator of this committee will bring it to the notice of higher authorities. Further, the matter will be resolved soon through follow-ups.

**9. Women Empowerment Cell/Committee** - The College has established a Women Empowerment Cell "Akaansha" in the college campus to empower and safeguard the rights of female members faculty, staff, and students of the College. The WEC works to promote gender sensitivity in the college and conduct diverse programs to educate, sensitize both males.

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

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

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

04

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

### 5.4 - Alumni Engagement

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

SUM Government Degree College (SUM GDC) is an alumni association registered under the Societies Registration Act in Kondanagula. It was formed on 10 April 2015 with Registration No: 181/2015 under the Societies Registration Act 1860.

SUM GDC and the Alumni Association jointly believe in creating and maintaining affiliations with its alumni. The Alumni Association provides an interface to build relationships between alumni, staff and students at the Institute.

Alumni Association Support through various channels: -

1. Book donation: Contribute by donating valuable books. 30,000 = 00 in the 2020-21 academic year.

2. Placement & Career Guidance Assistance: Alumni are working in organizations in various capacities. They keep the faculty and placement officer informed from time to time about the job opportunities available. They help and guide students to crack interviews.

3. Alumni Meeting: At SUM GDC we have a tradition of inviting alumni for the annual Alumni Meeting "Assurance" for the month of February 2021. This meeting will be an opportunity for alumni to reconnect with Alma Mater and old friends. It is the best platform for networking and sharing new trends and current events in the competitive world

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

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The college follows its vision and mission to serve better for students. The governance of the college matches vision and the mission of the college.

Our vision and the mission are as follows:

**Vision:**

To provide quality education to the socially and economically backward students

by promoting them to a good citizens as well as with employability skills.

**Mission:**

- To cater to the academic needs of all sections of society
- To mould the students into responsible citizens with social awareness
- To develop life skills and employability skills of students
- To strive for all round development of the students
- To help students build self-confidence and face challenges of life

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

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

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

The Institute has IQAC and the functions of IQAC are given below:

**IQAC Functions:**

- IQAC is responsible for fixing quality parameters for various academic and administrative activities
- Monitoring the organization of class work and related academic activities



- Conducting Internal Quality Audits periodically to verify the effectiveness of measures taken in reaching the quality parameters.
- Documenting various programs/academic activities leading to quality improvement and reviewing their effectiveness in quality improvement/ sustenance.

**IQAC MEMBERS:**

S.No

Name of the Employee

Designation

E mail ID

Phone No

1

Dr. Ch. Ramachandram

Principal / Chairperson

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9703835525

2

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7

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8

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9

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10

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Sri. V. Narasimha rao

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13

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7569673473

14

Ms. K.Shirisha

B.A.(HEP) III year student

thirupathaiah@gmail.com

9542148289

S.

No.

Name of Committee

/Activity

Purpose/ Function of committee/ Activity

1

CPDC Committee

- To operate money matters by opening a separate account for CPDC funds in a nationalized bank.
- To prepare a detailed plan with annual budgetary allocation for college development and to execute developmental programmes.

2

## IQAC/NAAC

### Committee

- The Internal Quality Assurance Cell is started to monitor the quality of services being provided by the institution to its stakeholders.
- An IQAC committee is formed and approved by the governing body to take care of quality assurance strategies and processes.
- Arya College of Engineering and Research Centre is committed to continually improve the infrastructure, enhance the faculty competencies and empower the students for self-learning.
- Reviewing of the quality policy is done once in every semester and their vision is placed when required by the IQAC committee.
- Parameters related to enhance the quality the institution like workshops, conferences, FDP's, paper publications, innovations in teaching and more are considered after the approval of IQAC Committee.

3

### Academics, Examinations & Admissions Committee

- To formulate schemes for students development, training etc.
- For counseling of a group of student's including slow learners & implementing schemes for them.
- Monitor different Quality Initiatives such as academic audits, Faculty Development schemes, student's performance etc.

4

### Research & Consultancy / Value Committee

- Analysis project/ research proposal for AICTE.

- Enhancement of research facilities.
- Recommends research funding by college.

5

#### Career Guidance & Placement Committee

- The Central T & P Committee plays a very important and key role in getting students their dream placement through on campus drives and guiding the students for their successful Career Placement.
- It is a crucial interface between the stages of completion of academic program of the students and their entry into avenues of suitable employment.

6

#### Alumni Committee

- Alumni Committee functions to strengthen the relationship between the institute and its alumni.
- Well-built Alumni base is one of the formidable strengths for any institute.
- Thereby, committee acts as a platform where the existing students and the alumni can interact for healthy & meaningful careers.
- The prime objective of this committee is to foster relations between the Alumni and the Institute and strengthen the bond between Alumni and current students.
- The committee also tracks and highlights the achievements and successes of alumni so as to provide impulsion to the institute and its students.

7

#### Grievance & Redressal cell

The grievance committee functions with the following purposes;

- To make women, students, faculties & staff members aware about their rights.
- To help them in realizing the importance of good health and nutrition and facilities available for them.
- To help them in developing decision making abilities and be self- dependent.
- To help them in raising their voice in appropriate manner against all kinds of discrimination.
- To help them in changing their mind setup positively.
- To assist them in overall development of their personality.
- To help them (community women) in knowing about reproductive health care and child care.
- The Student Representatives have the responsibility towards students to: be available and listen to student's views and concerns, and actively represent them in an objective and accurate manner.

8

#### Student Welfare & Discipline Committee

- Recommends Installation of CCTV cameras at desired places and other measures to maintain the discipline.
- Responsible for the entry of the students only with I-cards and proper uniforms.
- Keep an eye on every possible activity in college to maintain proper discipline in the college.

9

#### Games & Sports Committee

- Manages all the cultural events from their planning to their execution throughout the year.
- Prepares database of students interested in various activities.
- The principal clearly demarcates the responsibilities assigned and maintain a track of functioning and progress of various activities.
- Responsibility of procuring all types of sporting inventory as per requirements.
- Maintaining the inventory of distribution sports stuff to the students on daily basis.



10

#### Budget / Stationary Committee

- The committee has been formed to look after the financial needs of the various Departments, of the finances involved during functions and celebrations, for other administrative purposes and for the Infrastructural needs of the college.

11

#### Library Committee

- The committee looks after the up gradation of the library resources for providing benefits both to the faculty members as well as students.
- It also gives its recommendations for purchasing of Journals, software, books etc.

12

#### Anti- Ragging Committee

- To overview and ensure that there is no ragging in the campus including hostels (inside & outside) and during transportation for the Institute.

13

#### Maintenance & Repair Committee

- The purpose of the maintenance committee is to oversee maintenance, repairs, and general upkeep of the coop's buildings, property, common areas and grounds.
- The committee advises, supports, and makes recommendations to the board of directors on all matters of facilities management and maintenance.

14

**Women Empowerment Cell**

- To Promote gender sensitivity in the college
- To conduct Divorcé programme to education sensitize both male and female.
- To produce harmonious atmosphere

15

**Special Fee**

- To provide stationary material.
- To repair minor works.

16

**NSS Committee**

- To develop confidence among the students to develop the leadership skills to gain knowledge about different people from different life style.

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

**6.2 - Strategy Development and Deployment****6.2.1 - The institutional Strategic/ perspective plan is effectively deployed**

SUM Government Degree College has shown remarkable growth over the last 6 years and in order to continue the process, strategies need to be formulated and implemented effectively.

Perspective / strategic planning focuses on current trends and performs better when adopting disruptive forces in higher education. It assesses shareholder expectations, needs of students, faculty members, employers, and local people.

The following plans will be evaluated after proper discussion and after considering short, medium and long term development plans. The

college has a student-centric approach and stakeholders are the ultimate beneficiaries of these developments.

SUM GDC's strategic plan includes the following:

The curriculum approved by the Palamuru University is strictly adhered to and encourages faculty and students to attend online classes to improve subject knowledge in pandemic time.

Activities are planned at the beginning of each academic year through the academic calendar and advice is sought from faculty members.

The Development Plan is a quality initiative that focuses on the development of departments in terms of infrastructure, faculty strength, faculty practice, student development and student achievement. The faculties of all the departments instructed to finalize the plan. The plan is then discussed at a meeting of Staff Council with the principal, after which approval is obtained from the Principal.

Key features of strategic planning:

Developing a Multidisciplinary Innovation Ecosystem, leading to incubation at the Institute, skill-based learning for students.

Publishing paper in popular journals by faculty members and encouraging students in the same way.

Sponsoring faculty members and students for national / international level events

Increase the number of patent filings

Sign a memorandum of understanding with the industry to invite experts for training, interaction, interactive sessions.

Introduce certificate / value added courses

Guest Lecture, Association Activities of Related Departments

Industrial and field visits, alumni interaction

Purchase of Lab Equipment, Lab Tools / Tools / Consumables, Software

Training for non-teaching staff

The implementation of these plans has yielded the following results:

Conducted Student Study Projects to improve research skills among the students of this college.

Innovative projects were developed at the Institute during the post-Covid-19 epidemic and with the joint efforts of faculty and students.

Regular interaction with alumni has helped students decide their future education and career.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

S.	No.	Name of Committee	/Activity	Purpose/ Function of committee/ Activity
1		CPDC Committee		<ul style="list-style-type: none"> <li>To operate money matters by opening a separate account for CPDC funds in a nationalized bank.</li> <li>To prepare a detailed plan with annual budgetary allocation for college development and to execute developmental programmes.</li> </ul>

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**NSS**

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File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://ccets.cgg.gov.in/Uploads/files/buttonDetails/64588.docx">https://ccets.cgg.gov.in/Uploads/files/buttonDetails/64588.docx</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

List of welfare activities provided by the organization to teaching and non-teaching staff

1. Faculty are encouraged to participate in development programs such as Orientation, Refresher, Faculty Development Programs, etc.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
10. Teaching and non-teaching staff will be covered by insurance cover Staff will be granted various types of leave. Various benefits such as attending Medical Benefits Grievance Assistance Seminar, Conference and Workshop, etc. are provided. Duty leaves to attend seminars, conferences and workshops, and other exam-related activities. Faculty Development Program Holidays Granted for Healthy Working Conditions The organization provides financial assistance to low-cost staff through the College and Credit Co-operative Society of Goods and Services Assistance. The administrative staff of the college constantly provide a variety of resources and maintain healthy relationships between staff members. The College Principal motivates the staff to participate in various career development programs and improve their knowledge. All recruitment processes are conducted in accordance with the rules and regulations. Encouragement is given to enhance the quality of teaching through orientation, refresher, and faculty development programs to therecruitedcollege staff.

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

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

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

19

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

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

13

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

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

SUM GDC Kondanagula strictly adheres to the UGC Rules for Minimum Qualifications and Standards in Higher Education for the Recruitment of Teachers and Other Academic Staff in Kondanagu Universities and Colleges-2010 "(Regulation No. F.3-1 / 2009 dated June 2009), 2010), In addition to all the adjustments made from time to time for its teaching and non-teaching staff, the performance of each employee is assessed annually upon completion of one year of service.

#### Key features of: Teaching Staff

a) Performance of each faculty member is assessed on an annual self-assessment basis for the Performance Based Assessment System (PBAS)

b) Promotions are based on the PBAS Proforma for the UGC Career Advancement Scheme (CAS) based on the API score.

c ) The Institute undertakes a wide range of activities in addition to academics Yes, for this the faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institute gives adequate weightage to these contributions in their overall assessment.

D) Faculty members will be notified in advance of their outstanding promotion.

F) Faculty members to be promoted are recommended based on their API score and must appear before the Screening-cum-Selection Committee.

#### Non-Teaching Staff :

All non-teaching staff are also assessed through annual confidential reports and annual performance appraisals. Different staffing parameters are assessed under different categories i.e. role and habits, departmental competencies, ability to work hard, discipline, trustworthiness, relationships / cooperation with superiors, subordinates, peers, students and the public, drafting power (applicable here) Organization (in the case of ministerial staff) and technical competencies (in the case of workshop staff).

The Comprehensive Annual Confidentiality Report is graded on a seven-point scale, i.e., excellent, very good, good, highly satisfactory, satisfactory, average and poor.

On satisfactory performance, all under the ACP scheme. The Annual Confidential Report grants employees promotions and financial upgrades, and the performance appraisal system significantly assists employees in evaluating their performance, motivating them, analyzing their strengths and weaknesses, and ensuring better performance.

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

#### 6.4 - Financial Management and Resource Mobilization

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

The need for an internal audit in Ministries and Departments primarily stems from the need for feedback to Ministries through periodic review of internal controls. The primary function of internal audit practice is thus "evaluating the effectiveness of other controls". Thus internal audit aids Ministries by providing periodic feedback about the functioning of internal controls and suggesting measures to strengthen them.

##### Codes of Ethical Conduct for Internal Auditing Professionals

The primary purpose of a code of ethical conduct for a professional organization is to promote an ethical culture among professionals who serve others. A code of ethics is necessary and appropriate for the profession of internal auditing, founded as it is on the trust

placed in its objective assurance about governance, risk management, and control. The additional functions of a code of ethical conduct for a professional organization include • Communicating acceptable values to all members, • Establishing objective standards against which individuals can measure their own performance; and • Communicating the Ministry's values to outsiders. The mere existence of a code of ethical conduct does not ensure that its principles are followed or that those outside the Ministry will believe that it is trustworthy. A measure of the cohesion and professionalism of a Ministry is the degree of voluntary compliance with its adopted code. A code of ethical conduct worded so as to reduce the likelihood of members being sued for substandard work would not earn the confidence of the public. A code of ethical conduct can help establish minimum standards of competence, but it is impossible to require equality of competence by all members of a profession. To be effective, the code must provide for disciplinary action for violators.

External Audit Audit of books of accounts and financial statements by the certified chartered accountant is a statutory requirement. Appointment of a competent chartered accountant is done by the Executive Committee (EC) of CLF with the approval of the general body of the society in the annual general meeting.

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

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

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

0.45



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

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

The sources of funding are as follows: 1.Fees: Fees charged from students of various sanctioned and self-financed courses as per University and Government regulations. 2.Salary Grant: The college receives salary sanction from the State Government. To this end, we will prepare and send an annual budget to estimate the required salary grant to the State Government. The grant includes the salaries of full-time permanent teachers and non-teaching staff as well as part-time teachers working in sanctioned posts. 3. UGC Grants: Our college is under 2F and 12B as per the UGC Act and the temporary affiliation of the University. Sowe receives grants from UGC for infrastructure development and maintenance, upgrading learning resources and research (including Grants for Minor and Major Research Projects). 4. We receive funding from shareholders, NGOs, individuals and philanthropists. 5. We receive funding from the Library Special Annual Membership. Our resource mobilization approach and policies are as follows: 1. The organization has set up UGC Committees as per the UGC directives given in Plan XII. 2. The UGC Committee, in close coordination with the CPDC and IQAC, oversees the mobilization of funds and ensures that the funds are spent for the purpose for which they are allocated. 3. The purchasing committee takes care that the purchases are done in an orderly and regulatory manner. 4. College Development Committee Fundraising and the use of these sources from time to time in their meetings. 5. Regular internal audits from a chartered accountant and external audits from the government should ensure proper resource mobilization. 6. The Time Table Committee oversees the proper use of classrooms and laboratories. 7. The Library Advisory Committee takes care to make proper use of the resources in the library. 8.Our Botanical Garden is maintained by the Department of Botany. 9. Campus Cleanliness and its utilization is overseen by the Campus Cleanliness and Beautification Committee. 9. To ensure optimal utilization of resources, Principal directives are issued.

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

## 6.5 - Internal Quality Assurance System

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

### Quality assurance strategies and processes

SUM GDC Kondanagula strives to bring out the whole quality person by constantly focusing on providing Quality education, through its innovative and comprehensive approach. It's The Internal Quality Assurance Cell (IQAC) handles all aspects of operations

Performance of the Institute.

IQAC was founded on March 13, 2014 at Kondanagula. Since then, it has been working to do the following on a regular basis:

1. Improving the quality of teaching and research through regular inputs for all concerned on feedback from students, parents and Alumni
2. Provide inputs for best practices in governance for effective resource utilization and Better services for students and staff.
3. Provide inputs for academic and administrative audit and results analysis improvement in weakly identified areas.

Students and staff provide their feedback and suggestions on teaching and administration

Implementing IQAC quality assurance strategies and Processes at all levels.

The Institute IQAC prepares, evaluates and recommends the following for approval which are relevant institute and government statutory authorities:

(A) Annual Quality Assurance Report (AQAR)

(B) Self-study reports of various accreditation bodies (ISO 9001, UGC 12b, NAAC)

(C) Performance Based Assessment System (PBAS) for Career Advancement Scheme (CAS)

(D) Stakeholder opinion

(E) Process performance & consistency

(F) Reports of action taken

(G) New missions according to national missions and government Policies

The following are two examples of practices that have been incorporated as a result of IQAC programs:

IQAC has spearheaded efforts to obtain ISO certification over the past five years.

(A) The Institute IQAC has planned, maintained and implemented the necessary steps in preparation of detailed quality manuals, identification of key performance indicators and Mapping the various processes in the overall functioning of the Institute, finally it led to the successful award of ISO 9001: 2015 certifications in 2020 and in 2021.

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

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

Periodic activity and learning outcomes by IQAC established by regulations IQAC is constantly reviewing and taking steps to improve the quality of teaching-learning Process. The academic calendar is pre-made, displayed and distributed at the Institute and strictly followed. Admission to various programs, summer, winter and intermediate holidays, examination Schedule and announcement of results will be announced in the academic calendar.

All new students must attend the Orientation Program. They were introduced to philosophy, the uniqueness of the education system, the teaching process, the continuous evaluation system, the compulsory core courses, the various co-curricular activities, the discipline and the culture of the Institute. Guided is also given to all students They will be informed about the course timetable, program structure and syllabus in advance the semester begins.

Morning assembly and important announcements in attendance and conduct will be made classes are overseen by faculty and various classes of proctor. The Chief Proctor and members of the Disciplinary Committee make random visits to keep things running smoothly classroom performance.

Class committees are held regularly with students to take feedback and as appropriate steps are taken to improve the teaching-learning process. Teachers also take feedback from students individually for their respective courses through IQAC directly. Students are also free to contact the Principal. Green activities held in campus to tree planting to botanical garden.

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

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The following measures are initiated by S.U.M.Goverenment Degree College for the promotion of gender equity during the academic year 2020-21. They are:

1. International Day for the elimination of Sexual Violence in Conflict conducted online mode on 19-06-2020.
2. International Youth Day conducted on 12-08-2020.
3. International Day of the Girl is on 11-10-2020. Being the day is Sunday, this program conducted on 12-10-2020.
4. International Day of Women and Girls in Science observed on 11--02-2021.
5. International Women's Day is celebrated on 08-03-2021 online mode.

File Description	Documents
Annual gender sensitization action plan	<a href="https://ccets.cgg.gov.in/Uploads/files/buttonDetails/64558.pdf">https://ccets.cgg.gov.in/Uploads/files/buttonDetails/64558.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

College performance puts minimal stress on the environment. Our college students and staff have set up various programs to protect our environment and have started to reduce waste production.

Waste management is one of the most challenging issues in our modern civilization. Higher population density than population is one of the most challenging factors, on the other hand, we are getting some resource utilization.

Proper waste management means maintaining a clean and healthy environment. Various types of waste are disposed of in the college and they have proper system functioning.

The following waste is disposed of by the college:

1. Solid waste: Solid waste is produced by normal activities, including paper, glass, food scraps and packaging material, various



miscellaneous materials, wood, metals, leather, cardboard, etc. We throw them in the appropriate bins and then empty them. Proper waste disposal area on our college campus. Garbage collection is empty later in the van. Our institute already has a plastic-free campus and it also promotes all students and staff.

2. Liquid Waste: Liquid waste is mostly produced in our college:

I) Sewage waste

II) Canteen waste

Liquid waste is generated during washing of food preparation and cooking utensils from canteen

Liquid waste from college washrooms is safely managed by an drainage system and it disposes open place, that naturally contaminates the soil, affecting the recharge of groundwater.

3. e-Waste Management: Primarily electronic scrap components such as computer components and electrical equipment are sometimes repaired or disposed of appropriately to ensure that such hazardous items do not accumulate within the campus.

4. Waste Recycling System- There is no waste recycling system in the college. The college, however, has a rainwater harvesting system.

5. E-Medical Waste Management- The college does not have an e-Medical Waste Management System.

6. Chemicals and Radioactive Waste Management- The college does not have anyhazardous chemicals and radioactive waste management system.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks**

B. Any 3 of the above



**and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

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

**C. Any 2 of the above**

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

<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p><b>B. Any 3 of the above</b></p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p> <p><b>S.U.M. Government Degree College believes in equality of all cultures and traditions from the fact that students from different castes, religions, and regions study without any discrimination. Although the organization has a diverse socio-cultural background, we are not intolerant of cultural, regional, linguistic, religious, socio-</b></p>
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economic, and other differences. Mahatma Gandhi Sardar Vallabhbhai Patel, Pandit Jawaharlal Nehru, Dr. National festivals, anniversaries, and monuments of great Indian personalities like Bhimrao Ambedkar, Sarvepalli Radhakrishnan, Lal Bahadur Shastri with great enthusiasm. On the occasion of Sardar Vallabhbhai Patel Jayanti on October 31, the organization celebrates Rashtriya Ekta Divas (Staff and students take vows on National Unity Day) every year.

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

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

**S.U.M. Government Degree College Constitutional Responsibilities:**

Conducts various activities to create awareness among students and employees about the values, rights, duties, and responsibilities of citizens. On November 26, 2020, celebrated Constitution Day in the Campus by inviting Venepalli Aruna, Chairperson, Mandal Praja Parishad-Kondanagula.. She explained the fundamental rights, duties, values ??, and responsibilities of citizens as enshrined in the Constitution of India. She appealed to all to remember the freedom struggle and respect the national flag and anthem. Our Constitution provides for human dignity, equality, social justice, human rights and freedoms, legitimacy, equality and dignity, and the supremacy of the Constitution in national life. The whole country is a government based on the rights and duties enshrined in the Constitution. As part of strengthening democratic values, Under the guidance of the Voter Awareness Forum were created to educate students and the general public about democracy. Previous activities related to this work were undertaken by our NSS . Every year Republic Day is celebrated on January 26 by holding events to mark the significance of the Constitution of India. Similarly, Constitution Day is celebrated on November 26 every year. Independence Day is also celebrated every year to highlight the independence struggle and the importance of the Constitution of India.

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

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

**B. Any 3 of the above**

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

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

**Apart from the celebration of national and international days, S.U.M. Government Degree College also celebrates/observes the birth and death anniversaries of eminent Indian historical heroes and social reformers to make the students aware of their contribution in the freedom struggle and their role in the development of the nation. The intention of organizing such programs is to educate and inform the new generations about the story of the sacrifice of these unsung heroes for the freedom of India.**

**? Birth/Death Anniversaries of Great and Renowned Indian Heroes and Social Reformers.**

- Savitribai Fule Birth Anniversary
- Dr. Babasaheb Ambedkar [Birth and Death Anniversary (Mahaparinirvan Din)]
- Mahatma Gandhi ( Death Anniversary)
- Dr. A P J Abdul Kalam Birth Anniversary (Vachan Prerna Din)
- Dr. Sarvapalli Radharkrishna (Birth Anniversary)
- Lal Bahadur Shastri (Birth Anniversary)
- Swami Vivekanand (Birth Anniversary)

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

## 7.2 - Best Practices

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

### Best Practices I

1. Title of Learning: Galla Gurigi (Financial Assistance to Eligible Students by College)

#### 2. Objectives of learning

Profile of students enrolled in various courses at SUM Government Degree College has been obtained that most of the students are coming from tribal areas with low financial backgrounds. Their parents are unable to provide them with sustainable financial assistance as migrant agriculture is not a definitive source of income. So, great goals of learning by providing financial assistance to poor students, especially tribals, to save them from dropping out of college due to poverty.

Provide financial support to all deserving poor students, regardless

of caste, creed, or gender.

Promoting 'equality' among students

To inculcate the values of 'generosity' and 'sense of social responsibility in students.

The expected result is that students will be able to complete the degree with good marks. Beneficiaries should support the poor with the principle of 'extend a helping hand without discrimination'.

### 3. Context

Noble Goal faced challenging issues with its teeth in its design and implementation.

Providing the necessary resources is a very difficult task.

After several awareness meetings with relevant people, individuals set up a 'Galla Gurigi' on the college campus for voluntary donations.

After comprehensive discussions with students and teachers, it was decided to extend this benefit to all poor students regardless of caste, creed or gender.

Confirming the financial backwardness of optimists is another challenge.

### 4. Practice

In and around the college, there is a long history of colonial agriculture, which devastated tribal life and plunged people into abject poverty, illiteracy and ill health.

In such abject poverty, the limited resources available are mainly used to meet both needs. Therefore, it is almost impossible for poor parents in tribal areas to send their children to town for higher education, demanding large sums of money in the wake of higher education. Sometimes, even if they venture to enroll their children in colleges in the town, they will not be able to provide sustainable financial assistance in the amount of education as agriculture is not a source of definite income. Therefore, it is clear that without financial assistance from outside sources, rural

youth cannot expect to successfully complete their higher education.

Innovation and Best Practices SUM Government Degree College:

This unique organization, true to the legacy of a poor-student positive outlook from its inception, has taken a firm resolve to provide deserving students with all possible financial assistance and help them realize their dream of pursuing higher education.

Financial assistance is provided to all deserving poor students irrespective of caste, creed or gender. Students who have parents who do not have a stable reasonable source of income and do not receive any other financial assistance in the form of social welfare or endowment scholarships are eligible for assistance.

Aside from the monetary aspect, endowment scholarships are a testament to academic success and, therefore, fostering a competitive spirit for students to receive endowment scholarships, another source of assistance to our faculty members.

#### 5. Evidence of success

To illustrate one of the many success stories of Noble Practice, B.Com student G. Laxmi prasanna 's college fees and exam fees. In the 2018-21 batch, the total amount of fee was Rs. 10000 / - for three years. She successfully completed her B.Com. with more than 60% marks.

Learning in this way has a positive effect on the educational abilities and attitudes of the beneficiaries. The results of a review of assistance suggest that modest assistance not only enables poor students to pursue higher education, but also makes them responsible citizens for continuing the legacy of assisting students in successive batches.

The above are just a few examples to illustrate the point. The following is a list of such students who have emerged as beneficiaries of the scheme.

S.no

Name of the student

Course



Period of study

Higher study

Name of the university

Present working

1

G. Laxmi prasanna

B.COM

2018-2021

MBA

Mahatma Gandhi university

2

V. Sai babu

BA

2018-2021

MA (Political Science)

Palamuru University

3

K. Sandeep

BA

2018-2021

MA (Economics)

Mahatma Gandhi university

4

P Savithri

BA

2018-2021

B.Ed

Palamuru University

5

B. Shireesha

BA

2018-2021

B.Ed

Palamuru University

6

M. Pavani

BSC(BZC)

2018-2021

M.Sc Chemistry

Osmania University

7

N. Sumanth

BA

2018-2021

B.Ed

Rayalaseema University

6. Problems encountered and resources required please identify the issues and resources needed to implement the practice (in approximately 150 words).

At the beginning of the best learning design, some groups of students opposed the idea of giving welfare scholarship holders a chance as well.

They expressed concern that funds raised for the purpose would be misused.

As a result, many students and staff did not come forward to contribute to the fund.

- The college had to overcome a lot of these obstacles.

Best Practices II

1. Title of the Practice: Podu-Veedu (Against Shift Cultivation (ASC) in Nallamala Agency Area, Telangana)

2.Objectives of the Practice

Shifting cultivation continues to be a predominant agricultural practice in Nallamala forest in Telangana by Chenchu tribe, despite state discouragement and multipronged efforts to wean indigenous communities away from it. Their land, due to remoteness, poor access to markets and undulating terrain, leaves them with few alternatives. Being this college has present in Nallamala forest, resolved to take up it as the best practice to the cause to stop Podu Cultivation Nallamala Chenchu tribes. This practice is carried out with the objectives of

- Mentoring Chenchu tribe on their specific issues with one Chenchu student as mentor for every 20 Chenchu people.
- Creating an environment through awareness programmes to enable the Chenchu to realize their full potential for realizing and solving their problems independently.
- Arranging special sessions with the political leaders and social activists to enable the chenchu farmers to be aware of several types of 'evil designs' by non-tribals exploitation taking the advantage of their innocence and gullibility.
- Dealing amicably with the chenchu victims of exploitation of all sorts maintaining utmost confidentiality of the private life to protect their land.
- Involving social activists and Government officials to enlighten the chenchu on human rights and fundamental freedom for equal rights and opportunities.
- Organizing debates and discussions on Shift cultivation to enable the chenchus to realize tribal sensitization, thus leading to more equality and harmony in the society.
- Conducting seminars and special sessions on land fertility, SC and protection of tigers to expose the ill-effects of the evils.
- Development of new agricultural and technical skills among the chenchu tribes by providing special training to enable them to become independent earners of their living.
- Extending financial assistance to the deserving chenchu if disadvantaged sections to help acquire their lands.
- Organizing the exclusive health camps for chenchu by expert doctors for free treatment of health problems and conducting awareness programmes on the importance of sanitation, personal hygiene and prevention of seasonal diseases.
- Tackling the social, developmental, health consequences from a tribal perspective.

### 3.The Context

- The Chenchu families, in the beginning were not enthusiastic to participate in the deliberations.
- Some farmers and family members opined that the awareness / sensitization programmes defeated the purpose of scarify their lands for Tiger Conservation Project.
- The coordinator and the members of the unit had to visit certain families and persuade the parents that all the programmes were meant for the betterment and empowerment of their agriculture.
- As the stopping Migrate/Shift Cultivation (SC) programmes

designed revealed several disparities and inequalities, that we might not have noticed earlier, people especially the other caste, argued discussing government and officials role would damage traditional practices.

- Similarly, the various legal protective provisions for Chenchu tribes were misunderstood as undue favour meant to be little their traditions.
- Even some activities supporting the argument often opined that the change was difficult to be accepted as the ideas emanated from these seminars/workshops/debates on agriculture inequalities appeared new and startling.
- Some chenchu even found fault with the government that their acts were detained in the SC beyond living places for unconnected and counterproductive programmes.
- Under these circumstances, the college has thought it appropriate to forge ahead with the objective implementation which an exclusive practice is created.

#### 4.The Practice

Census 2011 puts the Chenchu population at 64,227 in habitations spread over five districts, three in Andhra Pradesh (Prakasam, Guntur and Kurnool) and two in Telangana (Mahbubnagar and Nalgonda). The gender break-up is 32,196 males and 32,031 females, the child sex ratio is 988/1000 and literacy is 40.6%, (47.3% among males, 34% among females). However crude this may sound, it is pitting 65 tigers against 64,000 Chenchu living in CTHs or core areas and the abutting buffer zone. Therefore, they remain largely as the marginalized poor and socially excluded.

To achieve the aim, the college established a Against SC Cell (ASC) with a senior lecturer as its Coordinator and two other senior lecturers as its members. All chenchu students are eligible to take membership of the Cell irrespective of their group of UG. There are nearly ten chenchu student members in the unit.

The Coordinator and the members of the unit meet twice a year and decide the conduct awareness sessions during leisure hours sensitizing the chenchu to know why and how they are given subservient role in spite of their equal or even more abilities than their counterparts.

The ASC is working for the protection of Chenchu's rights and actively empowers farmers creating conditions for gaining confidence in their abilities. It aims at curbing the social evils like migrate

cultivation, deforestation and living in Tiger Protection area, system providing necessary counseling and guidance by professional counselors, social and rights activists, enlightened academics, so that the chenchu become aware of unjust caste discrimination, the human rights, the legal provisions available for their protection.

### 1. Evidence of Success

Two Chenchu pentas (hamlet called as Penta) namely Kudichinthala Bailu and Sarlapally are active pentas are understudy for the programs of 2020-21. ASC of this college was carried out awareness campaign as well as educational needs of abandoning Podu (Sprogramsvation) among the chenchu families.

### 1. Problems Encountered and Resources Required

- The modest and diffident chenchu were reluctant to cross their living borders affecting the successful conduct of awareness programs.
- Ensuring the all-around support and participation of lecturers in the programmes is also a tough task.
- Organizing various programmes during working hours, sometimes, has led to sacrifice the agriculture work.
- Sometimes, the organizers were put to disappointed as the chenchu did not turn up for the awareness camp.
- Implementation of this practice plan and its monitoring has become a tough task in view of tight academic schedule.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.3 - Institutional Distinctiveness

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

**Performance of the Institution in one area Distinctive to its Priority and Thrust**

S.U.M. Government Degree College has placed tremendous emphasis on the center for potential excellence in higher education in this region - a distinctive area for the College's vision.

The college's vision is to provide quality education, initiation,

and empowerment of youth, including rural women, support to weaker section students in the college. To accustom girl students and reduce the knowledge and language gap, the college conducts competitive examination classes for them through Telangana Students Knowledge Centre (TSKC).

The college emphasizes the need for mainstream students from the lower and weaker sections to ensure justice and equality in society. The education it provides is not only towards the practical goal of job opportunities but also to build the life of the mind and sensitize and guide its students to community service in their quest for a better life for the community. The college is 100% seamless and has a 'move together' starting unit and a cell of equal opportunities.

The College pursues a Proactive Financial Support and runs the 'Development of Weaker Section Policy', programs on the teaching and learning of the Computer and other ICT skills as well as skills training, computer literacy, and mobility training program for weaker sections. Continuing its vision of inclusion and integration over the past five years, the College has provided financial assistance to a number of students with partial fee waivers and full fee waivers. This assistance is in addition to the support received by reserved category students from the state and other agencies. The college also allows students in need to obtain financial assistance from other agencies like RDT.

The college has a financially sustainable need- 'Development of Weaker Section Policy' that allows all students to learn ICT courses after admission and continues to support students with related material to make their academic presentations in the training.

Under its diversity inclusion and integration program during the Covid-19 epidemic in 2020, RDT provided key support in the form of smartphones for attending online teaching-learning for students. The main purpose of distributing smartphones to the students is to develop technical skills and mechanical skills among the students. These smartphones are especially distributed to reduce the difficulty of understanding the technical terms and computer programs and to develop the technical knowledge of the students. With the help of this, the students can download different programs and do the practice.

As part of the NGO's (RDT) Social Responsibility and Outreach Program, the College has provided internet balance for economically weaker students in their homes. This made navigation possible during



the Covid-19 epidemic. The College Administration has taken a special initiative to deposit scholarship checks in students' bank accounts for weaker sections so that they can access financial resources during the lockdown due to Covid-19.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

#### Future Plans of Action for next Academic Year i.e. 2021-22

1. To arrange career Guidance programmes.
2. To obtain a better NIRF Ranking.
3. To undergo NAAC Accreditation to get a better grade than 1st cycle.
4. To Provide Coaching classes by the experts for Higher Education.
5. To help the students take part in Jignasa Study Project.
6. To conduct Awareness programmes.
7. To give equal opportunities in all Co-Curricular activities without gender bias.
8. To provide holistic value-based education inculcates entrepreneur abilities in students.
9. To conduct Cleanliness programmes like Haritha Haram and Swatchh Bharath.
10. To provide Certificate Courses like Spoken Tutorial.