SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

GOVERNMENT DEGREE COLLEGE, MANTHANI.PEDDAPALLI DISTRIC

H.NO 2-52/2, SHARADA NAGAR, MALLEPALLY, MANTHANI DIST.
PEDDAPALLY, 505184
505184
https://gdcts.cgg.gov.in/manthani.edu

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

With a view to spread the light of education in the economically and educationally backward area, the Government Degree College,Manthani was established in August 1981 vide GO.Ms.No.879 Education Dept, Dated 31.08.1981 from the academic year 1981-82 with B.A and B.Com groups.The science courses were started from the academic year 2007-08 vide sanction letter No. 200/Admin.I-1/2007, Dated 05.03.2008. For the time being the college started its functioning in the Govt. High School, Manthani premises and later on in November 2012 shifted to the new premises i.e. Sharadanagar, Mallepalli (V) in its donated land and building. The college premises has 4.14 acres of land, which was donated by Smt. Srirambatla Madavi Narahari, a private land lord. The college is recognized by the UGC under 2(f) and 12 (B) of the UGC Act on 05.11.1992.

The college is affiliated to Satavahana University, Karimnagar since 2010-11 Academic Year, while it was affiliated to Kakatiya University, Warangal earlier.

This college offers unique experience of a true college campus in Manthani. It has 11 class rooms (4 digital classes and 1 virtual class room), 4 laboratories, 1 computer lab, 1 library with reading room, play ground with beautifully landscaped location. For its relentless academic endeavors and efforts the college was accredited with B grade in 2016 with CGPA of 2.25 by the NAAC.

The courses offered are BA (HEP), B.Com (Gen), B.Sc (Physical science), and B.Sc. (Life sciences). B.Com (CA) and B.Sc. (MPCs) are the two restructured courses started in the academic year 2016-17.

The college provides for co-curricular activities and opportunities to gain real world experience through field trips and community services through its NCC, NSS, Women Empowerment Cell and Consumer Club, etc.

Vision

Attainment of academic excellence by imparting quality education.

We are all putting all possible efforts for being **excellence** in imparting the quality of education with the use of **ICT** to inculcate the **value system** among the stakeholders of the institute in fostering **global competencies** towards contributing for **National Development.**

Mission

1. To improve the quality of teaching and learning.
2. To assess the teaching performance on the basis of students' feedback
3. To encourage the teachers to undertake training programmes.

4. To foster the global competencies among students.
5. To adopt the Student centric and Outcome Based Learning (OBL) methods with the application ICT.
6. To expedite infrastructural development of the college and academic facilities required for advanced learning.
7. To strive for the all round development of the student.
8. To make students responsible citizens with social awareness.
9. To inculcate communication and soft skills for better employment.

Motto : Join to attain the Knowledge and leave to serve the Society.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strengths

1. The institution is located on the bank of the River Godavari.
2. It has about 4.14 acres (16754 sq.mts) of land with built up area of 1000 sq.mts
3. The college is recognized with 2f and 12b by the UGC and accredited with B Grade in 2016 with CGPA of 2.25 by the NAAC
4. The college building consists of 11 class rooms with 4 digital classrooms, 1 virtual class room, 4 laboratories, 1 Computer lab with 24 computers, library and two toilet blocks within it.
5. The college central library consists of 6334 books including rare and reference books in area of 900 sq.ft
6. There is a vast play ground having an area of 2 acres.
7. The college provides safety and security to the staff and students 24x7. As many as 12 CC Cameras were installed at all the important places of the college.
8. The college provides safe drinking water to the students as well as staff by means of RO Plant.
9. The students belonging to SC, ST, BC and PHC will get admission in this college as per the reservation quota and allotted by DOST portal and all the eligible students are getting post-metric scholarships every year.
10. The students are admitted by DOST portal purely online and transparent and centralized.
11. Conducting Co & Extra-curricular activities to the students' community to inculcate humanity, integrity and values of democracy, justice, liberty and fraternity.
12. The office is automated and utilizing the services of eOffice and CAIMS.
13. Through CAIMS the certificates like Bonafied and TCs are issued to the students.
14. The college is certified with ISO 9001:2015 in the year of 2020.
15. The construction of new TSKC and MANA TV hall for an expenditure of 12.99 lakhs is under progression.
16. We offer online access to e - resources by means of NDLI, N-LIST and other free open resources for both the students and staff.
17. Out of 12 full time teachers , three are pursuing Ph.D.
18. The college is offering 6 UG programs in both the Telugu and English media.
19. The entire staff is involved in admission campaign to enhance the admissions.

Institutional Weakness

Institutional Weaknesses

1. The college has been registering with less number of admissions since 2017-18.
2. Our college is located about 4 km away from headquarters towards Godavarikhani road with rare no. of buses.
3. Our college is located at such a place where there are no trespassers.
4. There is a private college located at pivot place of mandal headquarters.
5. The entire college flooring is under dilapidated condition.
6. The parents of girls students in particular, are reluctant to join their children in our college.
7. The college has no attached hostel facility.
8. There is a open wandering of furious animals like snake, scorpions, wild pigs, foxes, millipedes, etc in and around premises.
9. The college is not offering PG programs.
10. There is a scarcity of non-teaching staff.
11. There is no 3-Phase power supply facility in the college as college is situated purely in agricultural area. It results in frequent break down of power.
12. The infrastructure facilities available in the college are meager.

Institutional Opportunity

Institutional Opportunities

1. The college is striving to utilize all the available infrastructural and academic resources to improve quality and striving to provide Outcome Based Education to the students. Though there are various weaknesses, the college has enormous potential to excel in many areas and to bounce back in terms of admissions with its strategic plans in the days to come..
2. The college provides opportunities and platform to the students of rural back ground to expand their skills such that they would stand on their own.
3. There is a strong ray of hope to increase the admission manifolds by involving all the staff of the college.
4. The college is contemplating to arrange mid-day meals to our students with the help of "Putta Lingamma Charitable Trust" , as the trust has already provided mid-day meals during 2016-17 and 2017-18 AYs.
5. Efforts are under way to start Certificate courses in order to impart additional Skills and Knowledge in the days to come.
6. Sincere efforts will be put into organize the National and State Level Seminars / Webinars and Workshops at college through offline / online mode in future.
7. More number of motivational and training programs will be conducted by the TASK, Career Guidance Cell, NCC and NSS Units to nurture the employability skills in future.
8. The college is planning to introduce UG programs with demanded combinations in order to enhance the strength.

Institutional Challenge

Institutional Challenges

1. The biggest challenge that the college facing is less number of admissions due to its far away location from headquarters and existence of a private college in pivot of mandal headquarters.
2. Fee Reimbursement Scheme being implemented for private colleges by the Government, it has been stumbling blocks for most of the rural Govt. Degree Colleges including Manthani.
3. Fee Reimbursement Scheme has become boon for the private colleges. Because of which they are indulging into unfair practices.
4. Lack of hostel facility leading to decline in college strength. Hence the students are instructed to join the nearby hostels and some SMHs.
5. Commissioner of Collegiate Education has accorded permission to utilize Rs.17 lacs from accumulated funds of the college towards repair of flooring.
6. Experienced teachers and subject experts are engaged to enhance of the quality of education.
7. The institution is encouraging the students to participate in the various Co-curricular activities at university and national level in terms of Jignasa, Yuvatarangam, Bhagya, Telanganaku Harithaharam, NSS, NCC, etc.
8. Letters were communicated to regional trusts like NTPC, Seetha Rama Sevasadhan, SCCL RG-III requesting for dual desks and other furniture.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

CURRICULAR ASPECTS

- Government Degree College, Manthani adopts the curriculum designed and prescribed by the affiliating university i.e. Satavahana University, Karimnagar. And the Co-curricular and extra-curricular activities are designed and implemented in accordance with the Academic calendar issued by the Commisionerate of Collegiate Education and the Almanac given by the affiliated University.
- The college offers about six programs at UG level to satisfy the diverse needs of the students pursuing their under graduation.
- The college has been implementing the Choice Based Credit System since the academic year 2016-17
- The curriculum is enriched by the affiliated University time to time according to the suggestions and guidelines of Telangana State Council of Higher Education to bridge the gap between the academia and the industry needs.
- The IQAC of the college encourages the teachers and the students to undertake field projects with a view to create research attitude among the students.
- Feedback is collected from all the stakeholders such as students, teachers and is analyzed by the IQAC

to ascertain about effective implementation of teaching learning process and suitable steps are also initiated to cement the gaps. The IQAC has also collected Self-appraisal of the teachers every year to assess their performance and to encourage them to improve further.

- We give weightage to academic improvement and at the same time give sufficient importance to over all development the students by encouraging them to work with various forums such as NSS, NCC, RRC, etc.

Teaching-learning and Evaluation

TEACHING, LEARNING AND EVALUATION

- Admisssions into various programs offered by the college are made through online admission portal called Degree Online Services, Telangana (DOST) introduced by the Government of Telangana in 2016-17 by strictly adhering to the reservation policy of the Telangana state government.
- Admission process of the college is publicized widely through the College website, pamphlets, flexies, posters, news papers and local TV channels.
- The Choice Based Credit System (CBCS) has transformed the teacher-centric learning to the student-centric learning.
- The experimental and participative learning methods such as filed visits, study tours, study projects and student seminars are extensively organized to make the teaching learning process more effective.
- The co-curricular activities like Assignments, Quizzes, Group Discussions, Debates, Seminars and Problem Solving are effectively conducted to develop the knowledge and skills and to imbibe the ethical, moral values, service motto and to create the social and environmental consciousness among the students .
- The NCC, NSS, TSKC, Carrier Guidance Cell, WEC, BHAGYA HEALTH CLUB, Games and Sports, Literary and Cultural Committees are conducting numerous extension and community outreach programs by involving the large number of students to create awareness on various issues being faced by the society.
- All the faculty members are effectively using the ICT enabled methods with PPTs for making the teaching learning process more interesting and innovative and to embrace the technological advances.
- The college Central Library is well equipped with Books, Newspapers, Journals, Magazines, syllabus copies, previous question papers, etc resources which are necessary for teaching, learning and research.
- With a view to encourage research bent and collaborative learning among the students, JIGNASA, Student study project program was introduced in 2016-17 by the CCE, Hyderabad.
- Sri. S. Ramesh, Assistant Professor of Commerce has presented Live lessons on different topics in Commerce through T-SAT NIPUNA Channel for UG students and videos are also uploaded on YouTube.
- Out of 12 fulltime teachers, three teachers are pursuing Ph.D.
- The advanced learners are given assignments and encouraged to take part in Quiz programs, Essay writing, and Lecture Seminars. Remedial classes are being conducted for slow learners.

Research, Innovations and Extension

RESEARCH, INNOVATION AND EXTENSION

- The Research Committee and Jignasa Committee are constituted by the college every year to create

research and innovation ecosystem and to motivate the staff and students towards research.

- The IQAC always motivates and encourages the staff and students to take undertake research projects and publish the quality research papers in Peer-reviewed and UGC recognized journals.
- Enthusiastically six student study projects were carried out by the students under the guidance of mentors and two were selected for state level presentation as a part of Jignasa for the period 2016-17.
- Central library is fully equipped with 6334 books, magazines and journals. In addition to this, the students and staff have an access to more than 42 lakhs e resources through NDLI (National Digital Library of India), N-LIST and other free open sources.
- The laboratories in the departments of Zoology, Botany, Physics, Chemistry and Computers are the facilities available for research.
- All the departments have fruitfully conducted field visits and study tours with a view to provide firsthand experience.
- The NSS unit of the college in collaboration with NSS cell of Satavahana University, with district Red Cross Society and with Local temples conducted a good number of activities so as to create a sense of social awareness and to equip the skills among the students.

Infrastructure and Learning Resources

INFRASTRUCTURE AND LEARNING RESOURCES

- The college is endowed with physical infrastructural facilities to support the teaching-learning process.
- The institution is located on the bank of the River Godavari.
- It has about 4.14 acres (16754 sq.mts) of land with built up area of 1000 sq.mts
- The college building consists of 7 class rooms with 4 digital classrooms, 1 virtual class room, 4 laboratories, 1 Computer lab with 24 computers, library and two toilet blocks within it.
- The college central library consists of 6334 books including rare and reference books in area of 900 sq.ft. In addition to this, the students and staff have an access to more than 42 lakhs e resources through NDLI (National Digital Library of India). The library also supports the faculty and students for their e-learning activities through SWAYAM Portal.
- There is a vast play ground having an area of 2 acres.
- The college provides safety and security to the staff and students 24x7. As many as 12 CC Cameras were installed at all the important places of the college.
- The college is provided with Airtel broadband connection with 10 MBPS speed.

Student Support and Progression

STUDENT SUPPORT AND PROGRESSION

- The students of the college belonging to the SC, ST, BC, Minorities and EBC are provided with financial support in the form of scholarships by the Government of Telangana every academic year.
- The IQAC of the college always encourages for conducting of various capability enhancement activities to the students such as Career counseling, soft skill development, competitive exams coaching, yoga and meditation, remedial classes for slow learners and personal counseling.
- Every year, a good number of students are progressing towards higher education to pursue their PG courses and other professional courses with the proper guidance and support of the staff of the college.
- For smooth and effective functioning of the college, the Principal constituted Academic, Administrative,

IQAC/NAAC, Library Advisory Committee and Extension committees by involving the students. And their suggestions are also taken into consideration in making decisions.

- The Sports and Games committee and Literary & Cultural committee of the college have conducted numerous sports and games, literary and cultural activities to unfold the hidden talents of the students.
- The Central Library also organizes awareness programs to the students such as Library Orientation, Librarians' Day, Book exhibitions, Paper clippings service, Quote of the day, and accessing NDLI, SWAYAM/MOOCs, N-LIST and open educational resources (OER).
- The college has registered Alumni Association which is collectively involving and offering invaluable suggestions for the development of the college.
- The NCC cadets were qualified with NCC 'C 'and 'B' certificates. The NSS volunteers were also participated in various activities.
- The CCE is also conducting YUVATARANGAM, JIGNASA student study project programs at college, district, cluster and state levels.

Governance, Leadership and Management

GOVERNANCE, LEADERSHIP AND MANAGEMENT

- The Principal and Staff members are collectively putting their vigorous efforts with heart and soul to achieve Vision and Mission of the college by nurturing and grooming the students to become knowledgeable and skilled catalysts for the societal change at large.
- The college administration functions in accordance with the instructions and guidelines issued by the Government of Telangana through Telangana State Council for Higher Education (TSCHE), Commissionerate of Collegiate Education, Hyderabad (CCE), Satavahana University, Karimnagar and University Grants Commission (UGC).
- Every year District Collegiate Education Development and Review Committee (DCEDRC) meetings would be conducted under the chairmanship of District Collector to review and monitor the developmental activities of the college and to device the strategies for future developmental activities.
- The college encourages a culture of decentralization, democratic and participative management by involving the staff and students in various academic, administrative and extension committees for smooth and effective functioning of the college.
- To leverage the technology for smooth and hassle-free functioning of the college, e-governance (e-Office, CAIMS, IFMIS) introduced by the Government/CCE being effectively implemented.
- All the welfare schemes and government policies in service matters, recruitment and promotions provided by the government are applicable to all the Permanent teaching and non-teaching staff of the college being a government institution.
- The IQAC, the catalyst for quality enhancement, is constantly adopting different strategies and methods to enhance the quality. The IQAC is playing a pivotal role in preparation and implementation of Annual academic action plan, collection and analysis of feedback from various stakeholders, conducting internal academic audit, organizing Faculty forum on various topics pertaining to latest advances at college level, organizing Orientation programs for the first year students and in submission of AQARs to the NAAC in time during the last five years.
- All the regular faculty members of the college attended professional development courses such as Orientation Course (OC) and Refreshment Courses (RC) at various academic staff colleges and through SWAYAM –ARPIT to advance their professional skill and knowledge.

Institutional Values and Best Practices

INSTITUTIONAL VALUES AND BEST PRACTICES

- Any educational institution would be found with the vision of transforming the students into integrated individuals.
- We give outmost importance to the institutional values and best practices.
- We practice them to inculcate the students with the values like humanity, moral and ethics, patriotism, nationalism, creating a sense of responsibility towards national development through conducting various extension activities like National and social festivals, Birth and Death anniversaries of the great Indian Personalities.
- We try to share awareness about the importance of literacy, cleanliness of surroundings (SWACH BHARATH), usage of safe and clean drinking water, gender equity and gender sensitization, dreadful diseases like AIDS, Dengue and COVID-19.
- With the perfect training of NCC, the student cadets are designed as the responsible citizens by showing sympathy towards each and every human being.
- The college campus is totally eco friendly, for this the management, the head of the institution, the whole staff is committed and because of their commitment and involvement the campus can claim to be the plastic-free zone.
- The college campus is located in open area among agricultural fields. The college class rooms are so airy and well-lighted that they hardly need any artificial lighting.
- In order to conserve the rainwater and daily-use water, the magic Soak-pit was constructed in the college ground.
- Plantation is taken every year by the teachers and NSS volunteers during the Plantation Week,Telanganaku Harithahaaram (TKHH) program and on the birth days of our beloved Chief Minister, Sri Kalvakuntla Chandra Shekhar Rao garu and other prominent personalities.
- In a bid to adopt Green practices effectively more than 75% of the staff and 100% of the students are using public transport so as to reach college in order to reduce the pollution and to contribute to the sustainable environment.
- Efforts are made to effectively implement the waste management steps such as solid waste, liquid waste and e-waste management at college to make the premises clean and green.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT DEGREE COLLEGE, MANTHANI.PEDDAPALLI DISTRIC
Address	H.NO 2-52/2, SHARADA NAGAR, MALLEPALLY, MANTHANI DIST. PEDDAPALLY, 505184
City	MANTHANI
State	Telangana
Pin	505184
Website	https://gdcts.cgg.gov.in/manthani.edu

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal(in-charge)	Mohammed Thaher Hussain	087-290200020	9848354753	-	jkc.manthani@gmail.com
IQAC / CIQA coordinator	N. Bharath	087-9154806827	9440279996	-	n.bharath0906@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

Date of establishment of the college	01-01-1981

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Telangana	Satavahana University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	05-11-1992	View Document
12B of UGC	05-11-1992	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	H.NO 2-52/2, SHARADA NAGAR, MALLEPALLY, MANTHANI DIST. PEDDAPALLY, 505184	Rural	4.14	1000

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Under Graduation	36	INTERMEDIATE	English	60	0
UG	BCom,Under Graduation	36	INTERMEDIATE	English	60	25
UG	BSc,Under Graduation	36	INTERMEDIATE	English	60	6
UG	BSc,Under Graduation	36	INTERMEDIATE	English	60	9
UG	BSc,Under Graduation	36	INTERMEDIATE	Telugu	60	0
UG	BA,Under Graduation	36	INTERMEDIATE	Telugu	60	13

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				1				14
Recruited	0	0	0	0	0	0	0	0	11	1	0	12
Yet to Recruit				0				1				2
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				4
Recruited	1	1	0	2
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				7
Recruited	2	3	0	5
Yet to Recruit				2

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	1	0	0	1
Yet to Recruit				1

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	1	0	3

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	6	0	0	6

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	3	0	0	3

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	51	0	0	0	51
	Female	10	0	0	0	10
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	16	21	23	22
	Female	4	7	11	9
	Others	0	0	0	0
ST	Male	5	4	6	5
	Female	0	0	3	6
	Others	0	0	0	0
OBC	Male	28	40	62	38
	Female	6	7	22	14
	Others	0	0	0	0
General	Male	2	5	5	4
	Female	0	0	0	0
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		61	84	132	98

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The Government Degree College, Manthani is planning to transform into a holistic multidisciplinary educational institution to develop all capacities of human beings-intellectual, aesthetic, social, physical,

	emotional and moral in an integrated manner and to develop individuals 21st century critical capacities such as communication, GD and debate in the fields across the arts, humanities, languages, sciences, professionals, technical and vocational fields. By integrating the humanities and science with STEM, the structure and length of degree programs shall be adjusted accordingly with 3 or 4 year duration, with multiple exit option with in this period with appropriate Certificates. We are also planning to engage in more inter disciplinary/multi disciplinary research and approach to find solutions to society's in view of NEP-2020.
2. Academic bank of credits (ABC):	The Government Degree College, Manthani has not registered under the ABC to permit learners to avail the benefit of multiple entries during the UG programme as we have not received any instructions from our affiliated University. We are encouraging the faculties to design the curricular and pedagogical approaches including text books, reading material selections, Assignments and Assessments etc. Within the approved frame work of the University.
3. Skill development:	The Government Degree College, Manthani will be planning to introduce the vocational education as per the norms of the affiliated University and Strengthen the soft skills and life skills of the students in alignment with the National Skills qualification framework/NSDC. Towards the attainment of Education, the flexible and innovative curricula of Government Degree College, Manthani shall include credit based courses and projects in the areas of community engagement and service, environmental education including waste management, sanitization, sustainable development, biodiversity and value based education include the development of humanistic , ethical. universal human values-satyam, shanthi, dharmam, prema and ahimsa. Our university is offering skill enhancement courses at college level. For B.COM students: Foundation of digital marketing, Web design and analytics, Social media marketing, Search engine Optimization and online advertising and Entrepreneurship development. For B.SC Students :Remedial methods, Bio - fertilizers and organic farming, Vermi culture, Basic instrumentation for BA students: Rural development For all groups of students: Communicative skills in English and Leadership and Management skills.

4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The Promotion of Indian arts and culture is significant not only for the Nation but also for the individuals. It is through the development of a strong sense and knowledge of own cultural history, languages, and traditions that children can build a positive cultural identity and self- esteem. The Government Degree College is striving to integrate the Indian knowledge system into the curriculum using offline and online courses. Our faculties providing the classroom delivery in bilingual mode. English and Telugu(Local vernacular language) by keeping in view of the clear understanding of the concepts to the students. The arts besides strengthening the cultural identity, awareness and up lifting the societies are well known to enhance cognitive and creative abilities in individuals and increase individual happiness. Language is inextricably linked to art and culture.
5. Focus on Outcome based education (OBE):	The Government Degree College, Manthani is in the transformation stage aiming at Outcome Based Education(OBE) in Teaching learning practices. OBE is a learner-centric teaching methodology in which course delivery, assessment are planned to achieve stated objectives and outcomes. It focuses on measuring student performance i.e. outcomes at different levels. It empowers students to take more responsibility for their own learning and supports the move to greater student engagement with curriculum and to learning and to learn rather than the accumulation of course credits through critical thinking, problem solving and ability to take decisions, understanding what you are doing and why, learn and adopt through self reflection applying knowledge. There are two types of out comes which can be set at different levels- individual, family, community, organizational and societal. 1. Program Outcomes(PO's) : It is measured at the point of graduation. 2. Program Educational Objectives (PEO's) : It is assessed over a longer period of time (around 4 to 5 years) after graduation.
6. Distance education/online education:	The Government Degree College, Manthani is flourishing in conducting online classes for the last one and half year during the pandemic situation with the help of ICT. The faculties are preparing subject material and uploading on different platforms. The GDC, Manthani is in a position to conduct online

education in blended/hybrid mode of learning. Our students also using the SWAYAM /MOOCS platform for online education/distance education, As on now GDC, Manthani is not offering vocational courses through open and distance learning (ODL) mode of study. As per NEP-2020, by 2025 at least 50% of learners shall have exposure to vocational education, for which a clear action plan with targets and time lines will be developed. The development of vocational capacities will go hand-in-hand with the development of academic or other capacities.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
115	119	139	108	90

File Description	Document
Institutional data in prescribed format	[View Document]

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
06	07	07	06	06

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
164	183	237	260	268

File Description	Document
Institutional data in prescribed format	[View Document]

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
180	210	150	165	165

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
45	41	32	92	64

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
12	14	15	15	15

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
15	15	16	16	16

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 11

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
2.368	8.310	1.968	5.723	15.168

4.3

Number of Computers

Response: 24

4.4

Total number of computers in the campus for academic purpose

Response: 20

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The College is affiliated to Satavahana University, Karimnagar and the curriculum for all the courses is prescribed by the concerned Board of Studies of the University. The same curriculum is adopted by all the departments in the college. Other co-curricular and extra-curricular activities are designed and implemented in accordance with the Academic Calendar issued by the Commissioner of Collegiate Education (CCE) and the Almanac given by the University.

At the beginning of every academic year, the IQAC conducts meeting with all HODs and initiates the process of preparation of the blueprints for curriculum planning and deployment by every department as per the University guidelines. The Heads of the Departments convene meetings and prepare the curriculum planning and deployment blueprint. Periodic meetings of the HODs are convened to review the process of implementation.

The Institution ensures delivery of the curriculum in the following ways:

 Allotment of work load in each department is done based on specialization/options/experience of faculty.

- Time-table is prepared by the Coordinator of Time-table in the concerned departments with the approval of Principal.
- Faculty members prepare lecture notes and teaching plan for theory subjects and laboratory manuals for practical subjects according to the curriculum of Satavahana University, Karimnagar. Based on the pre-requisites, extra hours are allotted to certain subjects. HODs monitor the syllabus completion status for every two weeks. Adherence to syllabus completion as per teaching plans is monitored through academic records maintained by the concerned faculty / departments.
- Assignments are given on regular basis for every internal exam syllabus.
- Internal examinations for theory and practical subjects are conducted as per the schedule given by the Satavahana University, Karimnagar.
- Question papers for the internal tests are designed in such a way that the course outcomes are attained. Teaching faculties are entrusted with the task of mentoring **20** students on academic and personal issues leading to a better learning atmosphere and to sustain their performance.
- Contents beyond the syllabus are taught through industrial visits, e-learning and guest lectures by experts from the industry and academia.
- e-Resources like National Digital Library of India, SWAYAM/MOOCs, N-List etc., are provided in library to supplement the syllabus. Teachers are encouraged to adopt audio-visual teaching methods such as PPTs, ICT tools and online courses using e-class rooms
- The College also organizes various programs related to the academics such as Field Trips, Educational Tours, Personality Development Seminars, TSKC and TASK etc.The Central Library

of the college is well equipped with books, magazines,journals newspapers etc.

- It is indeed a pride moment to mention that Mr. S. Ramesh, Ex Principal (FAC) / Asst. Prof. Of Commerce was one of the Resource persons in MANA TV of CCE TS Hyderabad. Mr P.Dadasalam, Principal(FAC) / Asst Prof. of Commerce, was one of the member of Board of studies(BOS) in Commerce.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The College adheres to academic calendar provided by the University for conduction of Continuous Internal Evaluation system.

The academic calendar includes the dates of commencement and completion of syllabus, schedules of internal exams etc. It specifies the dates of term end examination. Tentative dates of practical exams and viva-voce and theory examinations are also given in academic calendar. The time tables are prepared and implemented accordingly. The teachers prepare teaching plans according to the academic calendar and guidelines of the Satavahana University, Karimnagar.

The schedule of external examination is fixed by the University and the same is displayed on notice board for students. In case of any changes in the shedule made by the university are communicated to the students well in advance. However, all efforts are made by the Institute to adhere to the academic calendar for CIE.

Academic calendar is prepared by the Principal / IQAC in consultation with departmental faculties.

In the beginning of the academic session the students are apprised of academic calendar and displayed on notice boards

Only head of the institution can incorporate minor changes in academic calendar which he may deem to fit considering the unforeseen circumstances.

The schedule of all examinations is incorporated in academic calendar.

Concerned faculty members announce the syllabus and display question bank for Assignment-I and Assignment-II as per the academic calendar.

Assignments are submitted by students as per the dates given in academic calendar.

The College gives particular period to conduct extra-curricular and social activities such as celebration of

birth and death anniversaries of the National Icons and various National and International Days.

Telangana Ku Haritha Haram (Tree plantation) programme will be conducted to keep campus green and to make the students aware about various environmental related issues, and various other social activities like fruits distribution to the in-patients in Community Health Centre (CHC), cleaning of the campus and adoption of nearby villages will be done usually as a part of Clean & Green programme.

File Description	Document
Upload Additional information	[View Document]
Link for Additional information	[View Document]

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 last five years

1. **Academic council/BoS of Affiliating university**
2. **Setting of question papers for UG/PG programs**
3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
4. **Assessment /evaluation process of the affiliating University**

Response: C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	[View Document]
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View Document]

1.2 Academic Flexibility

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

Response: 100

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

Response: 06

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 41

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
14	11	10	04	02

File Description	Document
Institutional data in prescribed format	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 75.13

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
164	183	100	250	100

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

17-06-2022 03:13:38

1.3 Curriculum Enrichment

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

Response:

The Government Degree College, Manthani is affiliated to Satavahana University, Karimnagar and is adopting the Curriculum designed and prescribed by the University. According to the suggestions and guidelines of the Telangana State Council of Higher Education (TSCHE) and University Grand Commission (UGC), the University revises the curriculum from time to time to suit the industry and local requirements. The College focuses on effective implementation of the Core Courses coupled with the Generic Electives and Subject Specific Electives and Skill Enhancement Courses in letter and spirit.

The College has always focuses on issues of marginalized community groups and the inequalities existing in the society. The transaction of various courses has a strong focus on gender differentials in the socialization of children and participation in the work force. Planning and review of development programmes of the government are an integral part of our core courses at the UG level. The students are made aware of the concept of sustainability and to critique programmes and policies from the lens of sustainability.

The college offered **06** programs during the academic years 2020-21, 2017-18, & 2016-17 and **07** programs in 2019-20 & 2018-19.

Special emphasis is laid on inculcating ethical practices among the students. The cross-cutting issues are also an intrinsic part of the students in co-curricular activities. Students are encouraged to develop healthy competence to inculcate practices of fair play and equity. These issues find a collective space in numerous co-curricular, extra curricular and cultural activities.

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

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 7.78

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	30	10

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document]()
MoU's with relevant organizations for these courses, if any	[View Document]()
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View Document]()
Institutional data in prescribed format	[View Document]()
Any additional information	[View Document]()

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 24.39

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 40

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

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: B. Any 3 of the above

File Description	Document
Any additional information (Upload)	[View Document]()
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View Document]()
URL for stakeholder feedback report	[View Document]()

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	[View Document](#)
URL for feedback report	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 26.79

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
61	84	132	98	77

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
360	420	300	330	330

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

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 52.29

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
59	79	132	94	76

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

2.2 Catering to Student Diversity

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

Response:

The college takes every measure possible to understand the needs and requirements of the students before the commencement of the programme. Students are counselled at the time of admission and an Orientation Programme is organized in which students are familiarized with the course, mode of internal assessment as well as facilities available in the college.

In the beginning of every academic year, teachers are nominated as the class-in-charge/ Mentor of a particular class. Teachers before beginning their programmes informally get the pulse of the students in the class, their knowledge about the programme and their comfort level with English as a medium of instruction. During the interaction in class rooms, teachers identify students' potential and then devise strategies to reduce the gap in the knowledge and skills. Teachers are available in the college premises as well as on social media to clear doubts and counsel on a one to one basis.

After completion of the unit tests/internal assessments, the academic performance of the students is analyzed by the subject teachers and mentors. The academic ability of the students is judged by the concerned subject teachers based on the performance in internal assessments and are segregated as slow and advanced learners. A well-stocked library provides access to books, journals and e-resources to the students to improve their academic ability.

Also organizes Quizes, Student Seminars, Field trips, Elocution and Essay Writing Competitions to elevate interest in students and to foster global competencies among students. HODs of the concerned departments will organise. Extension lectures to get knowledge with resource persons of outside the college.

The college undertakes the following measures to improve the educational standards of all the students to achieve the targeted goal, Quality Education.

Slow Learners:

1. In the beginning of the every academic year, special English classes are conducted for all the slow learners especially Telugu medium students.
2. Remedial Classes are conducted for the slow learners in each subject. The students are also encouraged to go through the Youtube lessons and MANA-TV channel to get adequate knowledge.
3. Personal attention is paid towards the slow learners to make them understand the concepts in the subjects in a crystal clear and give more assignments to enhance their level.

Advanced Learners:

1. The advanced learners are made as the leaders of the different groups of the slow learners to whom they clarify the doubts with the consultation of the subject teachers. This process enables them to learn while teaching the **peer students.**

2. Advanced learners are encouraged and facilitated to read beyond the requirements of the syllabus as well as to take up internships and additional online courses during semester breaks.
3. Reference books and other advanced material related to the prescribed subject are provided to update their knowledge.
4. Special classes are conducted to advanced learners .They are encouraged to give seminars, to prepare the student study projects and also motivated to participate in all the co- curricular and extra-curricular activities.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional Information	[View Document](#)

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

Response: 14:1

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

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

Response:

Student Centric Methods: - After introduction of CBCS, Teacher - centric method has changed to Student - centric method of teaching. The students extensively participate in various academic, co-curricular and extra-curricular activities within and outside of the college. The process of learning will be considered as fruitful when a learner involves physically and mentally in the three steps of learning i.e. observing / listening, understanding and remembering. The experiential and participative learning are the effective and active modes of learning which are being adopted enormously at the college. Visits to other institutes, field and educational tours, seminars and talks by experts are organized every year. Students are given individual projects and class assignments, focusing on self-study and independent learning. They are also assigned group projects and activities which promote peer learning and team building. Classroom discussions, debates, seminars, quiz programmes, presentations by students, brain storming activities, creating mind maps facilitate participative learning. Extension activities, internships and trainings ensure experiential learning for students.

The following methods are used to make student centric :

1. **Problem Solving: -** Engaging students in problem solving based learning through continuous engagement with issues and challenges is encouraged in different subjects. As far as Commerce, Mathematics is concerned; students are provided with more and more problems. Students on their own or with other students solve their problems. So that they will acquire the ability of solving problems on their own experience.

2. **Student Seminar:-** All Departments of our college will conduct student seminars. These student seminars eliminate stage fear of the students and make them stand bold and confident. These student seminars also exhibit Knowledge of students and to what extent they understood the subjects taught in college.

3. **Academic Quiz:-** Another Student Centric Activity is Academic Quiz. Where students from same Deparments participate in this Quiz. This is place where First, Second and Third Year students have an opportunity to meet and form a team. Quiz also tests the Intelligence level of students.

4. **Field Trips:-** The departments have conducted field visits to enable the students to get equipped with first-hand experience and knowledge.

Student Study Projects: -The Commissioner of Collegiate Education will conduct Jignasa competitions every year. Students all over Telangana participate in these competitions with the help of lecturers. Our college students also participated in State level Jignasa competition by presenting a research paper, prepared with the help of ICT and awarded prizes in 2017-18.

File Description	Document
Upload any additional information	View Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Teachers in this college use 3 types of ICT Tools

1) **PPTs:** Teachers use PPTs to motivate students to remember and recollect subject. Each teacher prepares PPTS required for classes. During COVID Pandemic, online classes conducted by all teachers with the help of PPTs . PPTs make students remember lesson in more effective way.

2) **PROJECTORS:** Our college has 4 projectors which are used to teach the students in the class rooms with the help of PPTs prepared by the faculties / other electronic media mode to make more comfortable and more memorable. Projectors are highly useful for classes where almost all units are prepared in electornic mode with audio and video and shown to students.

Whenever college needs to address entire strength projectors are effectively used. Projectors are mainly used for JIGNASA STUDY PROJECT, Seminars and other college level programmes where entire college

students are participated.

3) Vitrual Class Rooms : Virtual class room is more differently used unlike PPTs and Projectors. In virtual class room, teacher from any Government college in Telangana can teach and students from our college listen, ask doubts and interact with teachers. It is also possible to teach our college teachers in Virtual class room and other college students listen to classes.

File Description	Document
Upload any additional information	View Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	View Document

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

Response: 14:1

2.3.3.1 **Number of mentors**

Response: 12

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
Mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 90.92

File Description	Document
List of the faculty members authenticated by the Head of HEI	View Document
Institutional data in prescribed format	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 6.67

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	1	2	2

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

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

Response: 4

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

Response: 48

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Evaluation is a continuous process which helps to improve the student regularity and participation. The College conducts internal assessment tests as per schedule given by the Satavahana University. Lecturers prepare the question papers and handover them to Academic coordinator and they will be made available to the students.

Internal Assesment Time Table is prepared and informed to the students in advance and also informed the syllabus (units) . Like annual examinations, seating arrangement is prepared. The Continuous Internal Evaluation (CIE) system is effectively adopted at the college to assess and monitor the progress of the students in terms of educational standards. Prior to the Academic year 2016-17, there was a year- wise examination system wherein only annual examination time schedule and question papers were supplied by the affiliating university. In the case of implementation of the CIE, the institution had complete liberty in framing the time schedules of internal exams such as unit tests, quarterly, half yearly, and pre-final and in

designing the question paper patterns. After completion of internal examinations, the evaluation will be done and marks are entered in the students progress registers maintained by the departments separately.

From the Academic Year 2016-17 onwards the State Government of Telangana started implementation of the Semester system as per CBCS. Since then the time schedules for the conduct of Internal exams and question paper patterns have been decided and designed by the University itself. The Constituent colleges have no role in this matter. The University proposes to conduct two Internal Exams in a Semester.

The college has its own organized mechanism for the smooth conduct of the internal examinations through transparent and dynamic in terms of frequency and mode. The performance of the students in CIE is reviewed in the internal academic audit conduct by the IQAC with the help of Academic coordinator and the remedial measures are also initiated to improve the standard of the students.

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

Response:

The Principal constitutes an Examination committee consisting of a Convener and members who are well acquainted with Examination Rules, Regulations, Time schedules and all the pre and post examination activities framed by the Affiliated University for smooth and effective conducting of the examinations at college.The examination branch of the college circulates all the circulars issued by the University regarding payment of examination fee, examination time table for theory and practicals, recounting, revaluation process after announcement of results and obtaining the xerox copy of the answer scripts, if the students desire.

Generally the students approach the examination branch of the college regarding various pre- examination grievances such as late payment of exam fee with fine, non receipt of hall tickets, printing mistakes on hall tickets and the post examination grievances such as recounting, revaluation and obtaining the photo copy of the answer scripts. In order to redress the grievances of the students, the well experienced convener and members of the examination branch explain the students who are mostly from the rural areas about the procedure as per the guidelines of the affiliated university and guide them to get the speedy solutions to their grievances. The University announces the time schedule, prescribed fee amount and procedure to be adopted for recounting, revaluation and for getting photo copy of the answer script.

The examination branch always strives to send the information received from the affiliating University through the social media groups, by displaying on notice boards and by circulating the notices to the classrooms. The examination branch of the college downloads all the relevant and required application forms from the university website and issues the same to the students with an instruction to fill them properly and return them in time. After completion of collection of fee, the branch will submit the filled in application forms along with the original DDs to the University. The college examination committee is very dynamic, well experienced coupled with commitment and time bound, works efficiently to address the issues and grievances of the students in a time-bound manner. Besides, the examination committee will also sort out the issues pertaining to the internal assessments and redress the grievances.

The university has designed the question papers in such a way that 80 marks for semester end exams and

20 marks for internal exams as per Almanac. The internal question paper pattern and division of 20 marks as follow.

1.MCQs - 05 marks

2.Fill in the blanks - 05 marks

3.One-word answers - 05 marks

4.Assignment - 05 marks.

Due to COVID-19 pandemic , the pattern for End examination of the semester is changed and the time to write examination is reduced to 2 hours to answer only 4 questions covering the whole syllabus. The academic calendar is also changed to suit to the needs of the students. To major extent ,self centers were allotted and in few cases , jumbled examination centers following all COVID-19 protocals like social distancing , sanitizing etc.

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.

Response:

The Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and the Course Outcomes (COs), of all the programmes offered by the Institution are well communicated to the teachers before beginning of the every academic year in the form of manuals or handouts by the IQAC and Academic coordinator and the same will be communicated to the students by the concerned teachers in their classrooms. The COs of the Laboratory courses are also communicated to the teachers and students in the form of manuals or handouts.

The detailed Programme Outcomes, Programme Specific Outcomes and Course Outcomes are placed on the college website and are made available to all the stake holders such as teachers, students, parents and Alumni. The relevance of the COs will be discussed by the faculty with the students and the feedback on COs is obtained from the students. Programme-Specific Outcomes of all the Departments are highlighted through career options open to students after completion of the programmes and the achievements of the alumni are also highlighted.

Inorder to achieve the Programme Specific Outcomes, TSKC, TASK, Carrier Guidance Cell, and all the departments of the college undertake various activities to train them on communication skills, life skills, critical thinking, self confidence, carrer opportunities available and to learn the ethics and moral values. Alumni and parents are invited to interact with the teachers and students during the orientation programme and other events and meetings. This is also an opportunity to the faculty to take feedback on the programmes/course outcomes.

File Description	Document
Upload COs for all courses (examples from Glossary)	View Document
Paste link for Additional information	View Document

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

Response:

By adopting suitable methods, the college evaluates the attainment of Program Outcomes, Program Specific Outcomes and Course Outcomes every year. The process of measuring the attainment of the POs, PSOs and COs is different from each other. The assessment methods that are generally used to measure the attainment of POs, PSOs and COs are of two types. They are Direct method and Indirect method.

1. **Direct Method:** Under this method the attainment of COs is measured by observing the performance of the students in Continuous Internal Evaluations (CIE) and Semester-End Examinations. Continuous assessment provides feedback on the efficacy of the teaching-learning process and learning outcomes of each course. This is in the form of assignments which are a part of the CIE as well as additional Quizzes, Tests and Assignments which are periodically given to students. In this method the performance is shown as a grade based on the total marks obtained by the student both in IE (20 Marks) and Semester exams (80 Marks). The results of the every group for the last five years have been exemplary of Course Outcomes achieved by the students.some students achieved outstanding grades in the individual subjects during the last five years. Under this method, Program Outcomes can be measured by examining the results achieved by the students across the programmes in semester examinations.

2. **Indirect Method:** Under this method the attainment is measured by collecting the data from the students by conducting student survey and alumni survey etc. The attainment of POs and PSOs can be measured by observing the performance of the students in various competitive exams attended and co- curricular activities such as elocution, debate, student seminars and preparation of assignments, student study projects. Some of our students have obtained seats in reputed Universities like Osmania University, Kakatiya University, Mahatma Gandhi,Telangana University and Satavaha Universities in Telangana State with good ranks in state level PG entrance examinations.

2.6.3 Average pass percentage of Students during last five years

Response: 71.9

2.6.3.1 **Total number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
45	32	12	68	48

2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
45	41	33	94	66

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Paste link for the annual report	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 4

File Description	Document
Upload database of all currently enrolled students (Data Template)	[View Document](#)

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

3.1.2.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
5	7	8	6	5

File Description	Document
Supporting document from Funding Agency	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)
Paste link to funding agency website	[View Document](#)

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 0

3.1.3.1 **Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Report of the event	[View Document](#)
Institutional data in prescribed format	[View Document](#)

3.2 Research Publications and Awards

3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

Response: 0.07

3.2.1.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
01	00	00	00	00

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.7

3.2.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	7	3

File Description	Document
Institutional data in prescribed format	View Document

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 last five years.

Response:

Government Degree College, Manthani, organized different extension activities from the college to community in terms of impact and sensitising students to social issues and their participation in different community oriented activities to imbibe a sense of responsibility/service orientation/holistic development of the students. The College ensures that the academic and extension activities go hand in hand to create awareness about the issues and challenges being faced by the society at large. The NSS and NCC units of the college are always in the fore front in organizing the extension and outreach activities in the neighbouring villages and towns in order to create extensive awareness on various social issues like AIDS, Swatch Bharath, Haritha Haram (Massive Plantation) through the Ralies in adopted village, District Level Voter awerness. The NSS unit of Government Degree College Manthani in collaboration with the NSS Cell of Satavahana University conducted a 5 Day District Level Gandhian Youth Leadership Training Programme at Government Degree College, Godhavarikhani, to nurture the leadership skills among the students to mould them into true citizens of tomorrow. The college NSS unit in collaboration with all the departments in the college also conducted Blood Donation Awareness Camps to make aware and to encourage the students to come forward for blood donation to protect lives of the people in the adopted villages. During in the Godhavari pushkaralu the NCC and NSS units conducted various extension and outreach programmes at Kaleshwaram and about 50 Volunteers from NSS unit and 50 volunteers from NCC unit participated in rendering their valuable services to the pilgrims, who are arrived from different places of all over India. The college NCC unit in collaboration with all the departments in the college donates fruits to the patients in Government Hospital of Manthani on the eve of NCC Day every year. During the years 2018-19 and 2019-20, winter special camps were conducted by the college NSS unit at near by places Dharmaram and Mallepally of Manthani mandal. The Volunteers conducted different surveys regarding village social and economical status and tried to transform the villages into

clean and green. With the help of Women Empowerment Cell of our college has conducted programmes for the last 5 years with a view to address gender related issues and to create gender equality among the students. Women Empowerment Cell (WEC) organized World Women's Day, World Girl Child Day and Legal awareness programmes during the years 2018-19 and 2019 -2020.

File Description	Document
Upload any additional information	[View Document]
Paste link for additional information	[View Document]

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.3.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document]

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 16

3.3.3.1 **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	4	3	4	2

File Description	Document
Reports of the event organized	[View Document](#)
Institutional data in prescribed format	[View Document](#)

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 137.42

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., year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
229	338	250	505	169

File Description	Document
Report of the event	[View Document](#)
Institutional data in prescribed format	[View Document](#)

3.4 Collaboration

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

Response: 5

3.4.1.1 **Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	3	1	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of linkage related Document	[View Document](#)

3.4.2 Number of   functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 14

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	6	5	1	0

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
e-Copies of the MoUs with institution./ industry/ corporate houses	[View Document](#)

Criterion 4 - 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.

Response:

- The college is endowed with physical infrastructural facilities to support the Teaching-Learning process.
- The institution is located on the bank of the River Godavari.
- It has about 4.14 acres (16754 sq.mts) of land with built up area of 1000 sq.mts.
- The college building consists of 11 class rooms with 4 digital classrooms, 1 virtual class room, 4 laboratories, 1 Computer lab with 24 computers, library and two toilet blocks within it.
- The college central library consists of 6334 books including rare and reference books in an area of 900 sq.ft. In addition to this, the students and staff have an access to more than 42 lakhs e-resources through NDLI (National Digital Library of India), 6150 e- journals & 1,64,309 e-books through N-List of INFLIBNET, SWAYAM Portal and other free online resources.The library also recently subscribed for Journals: The Scitech , The Management Accountant and Economic & Political Weekly and Magazines: Competetion Success Review,G.K.,Today & Yojana(T/M).
- There is a vast play ground having an area of 2 acres.
- The college provides safety and security to the staff and students 24x7. As many as 12 CC Cameras installed at all the important places of the college.
- The college is provided with Airtel broadband connection with 10 MBPS speed.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

The college has about 4.14 acres (16754 sq.mts) of vast campus where in building with a built up area of 1000 sq.mts. and 2 acres of spacious ground for various activities of sports and games. The college has Games and Sports department having some materials pertaining to the games and sports the college has required ground for indoor games such as Table tennis,carrom,chess ,and Tennikoit,and out door games such has shuttle badminton, cricket,kabaddi,volleyball,kho-kho,and foot ball. A small room alloted for Gymnasium consisting of some gym materials. The students of the college will visit the gymnasium in leisure time to their body fit and healthy. The college also ensures curricular and extra curricular activities with a view to unfold the hidden talents of the students in the college. According to the instructions of the CCE some activities like singing , dancing, rangavalli , etc will be conducted at college level as a part of Yuvatarangam, College/ Sports Day celebrations and winners and runners in the final will be awarded with

prizes and appreciation certificates. The college has a seminar hall wich is generally used for the practice and conduct of various cultural activities such as mono action, elocution, singing,dancing,and perform Yoga activities by the students and staff as well. Every year on 21st of June " International Day of Yoga' will be organised to inculcate awareness among the staff and students.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 45.45

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

Response: 05

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 37.39

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
1.149	5.885	0	0	10.258

File Description	Document
Upload audited utilization statements	[View Document](#)
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

The Central Library of the Government Degree College,Manthani dates back 1981 when the college was established over four decades ago with built up area of 900 sq.ft and with 12 Departmental libraries. During this period, the central library had collected many books including rare books, reference books and text books. The central library of the college has 6334(Govt books-3713,UGC books-1895,Book bank-344, and Non Government books-382) books as on now. The students visit Library for reference books to prepare for Academic examinations,PG entrance exams and Competitive exams. Old Question Papers are also available for the students to refer while preparing for the examinations and for faculty members as well. All the students and faculty members visit the library regularly to read daily newspapers ,magazines and other resources. Text books are issued to the students for notes preparation /reference and to the departmental libraries to pursue by the faculties.

Recently we subscribed Competitive Success Review, GK Today and Yojana(T/M) magazines and The Scitech, Management Accountant and Economic & Political Weekly Journals for the purpose of use in Library for reference by faculties and students. The central library also providing remote access to e-resources through National Digital Library of India(NDLI) and through N-LIST of INFLIBNET which consists of 6150 e-journals & 1,64,309 e-books (recently subscribed) for the benefit of staff and students. The central library not yet automated but initiation for partial automation has been taken by preparing database of the library resources.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books

5.Databases

6.Remote access to e-resources

Response: B. Any 3 of the above

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0.37

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0.1580	0	0	0	1.699

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
Audited statements of accounts	[View Document](#)
Any additional information	[View Document](#)

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

Response: 9.09

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

Response: 16

File Description	Document
Details of library usage by teachers and students	[View Document](#)
Any additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The IT facilities like Internet ,LCD,Digital classrooms and virtual classrooms are maitained by the college under the surveillance of Academic co-ordinator. The college is equipped with Internet and Wi-Fi in departments and other locations in the campus. The college relies on Airtel Broadband network for both administrative and academic purposes. The college has Airtel Internet connections with the Bandwidth capacity of 10 MBPS.each at strategic locations to ensure maximum connectivity in college campus. The Internet connection also provided to the seminar hall, examination branch and office. The Wi-Fi facility wiil be available to the students and to the faculty members.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 8:1

File Description	Document
Upload any additional information	[View Document](#)
Student – computer ratio	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: D. 5 MBPS – 10 MBPS

File Description	Document
Upload any additional Information	[View Document](#)
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 90.22

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

2020-21	2019-20	2018-19	2017-18	2016-17
1.21	8.310	1.968	5.723	15.168

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
Audited statements of accounts	[View Document](#)

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.

Response:

The college allocates funds for maintenance of campus infrastructure facilities. The funds are allocated for academic purposes received from UGC and AG provisions are discussed in finance committee. The utilization of the funds is monitored by various committees like buildings and maintenance committee, UGC committee.
The college has Building repair and maintenance Committee for the maintenance of campus
facilities, which is constituted with five members of the staff. The committee looks after the issues of maintenance of buildings, class rooms
and laboratories.
The committee identifies the repairs and renovations that are necessary via periodical surveys. A
report thus arrived at his submitted to the principal and CPDC.

The repairs are taken up annually from the accumulated funds with the prior permission of the CCE,Hyderabad,Telangana.
The Purchase committee of the college procures the requirements of all the departments in regards to furniture, non- consumable and consumable items.
The committee submitted the indents to the principal for authorization to call for quotations from which the lowest bidder is selected. Principal is the sanctioning authority for orders.
The funds are allocated for various funding sources. The various sources funds are as follows.
UGC Grants
Office budgets
Special fee
Re-structured Course fee
Annual stock verification committee is formed annually to verify the stock of the
college. The committee visits each and every department, classrooms and laboratories.

In departments, the stock is crosschecked with the stock register. The furniture and computers allocated to the departments are physically examined.

Stock registers are maintained in the Departments by the In-charges for consumable and non-consumable items.

The furniture and other items thus inspected and identified for repair and disposal are then categorized into lists entitled for condemnation and repair

Repairs of various items are carried out on priority basis meeting the funds from various sources viz. Government Budget and Special Fee.

The items earmarked for condemnation are enlisted and presented and approval in the Governing Body and CCE. Upon approval, the items are auctioned. Paper advertisement is given in the local newspapers calling for bidders

to the auction.

The In-charges of Science Departments are responsible for the maintenance of the Laboratories. An internal inspection and stock verification is done annually to ensure that the stock is maintained.

A specified amount is allocated from special fee for science laboratories excluding

computers for upkeep and maintenance. The maintenance of Computer Science laboratories is met from Restructured Course Fund.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 73.6

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
140	133	153	186	198

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1.Soft skills
2.Language and communication skills
3.Life skills (Yoga, physical fitness, health and hygiene)
4.ICT/computing skills

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]
Link to Institutional website	[View Document]

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 7.48

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
10	15	18	20	21

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1.Implementation of guidelines of statutory/regulatory bodies
2.Organisation wide awareness and undertakings on policies with zero tolerance
3.Mechanisms for submission of online/offline students' grievances
4.Timely redressal of the grievances through appropriate committees

Response: B. 3 of the above

File Description	Document
Upload any additional information	
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	
Details of student grievances including sexual harassment and ragging cases	

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 2.58

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	2	1	02

File Description	Document
Upload any additional information	
Self attested list of students placed	
Institutional data in prescribed format	

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 28.89

5.2.2.1 **Number of outgoing student progressing to higher education.**

Response: 13

File Description	Document
Upload supporting data for student/alumni	
Institutional data in prescribed format	

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

Response: 0

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) year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	[View Document]

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

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) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	[View Document]

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)

Response:

The Government Degree College, Manthani has NCC and NSS Student representive bodies. They involved in all Co - curricular and Extra curricular activities. Student representatives having good capabilities give suggestions and help in engaging programmes related to acadamic and social service. The main role of Student representatives in academic and administrative bodies is to gather views from their peers regarding various aspects of their course and to communicate those to the staff members. This can be positive feedback on aspects of work as well as concerns about issues which negatively affect the student experience. Student representatives will also be invited to comments on and provide inputs to finalise the procedures or structures. Senior students of the college will be appointed as one of the members of various committees like IQAC, Anti ragging committee, WEC, Disciplinary committee, Sports committee, etc.They share information about any action that is decided after elaborative discussions. Minutes of staff and student bodies will also be made available to all the students. The overall aim is to improve the Learning experience for current as well as for future students. Awareness is inculcated to student representatives to help in their role.

File Description	Document
Paste link for additional information	[View Document](#)

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 11

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	30	15	10

File Description	Document
Upload any additional information	[View Document](#)
Report of the event	[View Document](#)
Institutional data in prescribed format	[View Document](#)

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

Response:

The college has a very reputed, registered Alumni Association, which contributes significantly to the development of institution through its various supporting services. Alumni Association aims to foster interactions and strengthen relations between Alumni members and the Institute through activities, programmes and services for a mutual relationship. The Alumni Association organizes interactive sessions and orientation programmes on various topics to students on a regular interval basis.

Alumni Association conducts motivational lectures for the students for their all round development.

Alumni Association is planning to construct additional class rooms in the premises with its funds for which a foundation stone has been laid .

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	View Document

Criterion 6 - 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

Response:

· To achieve Academic excellence by involving well qualified, abundant experienced and dedicated teaching fraternity.

· To make the students socially and economically productive and responsible citizens who can play a positive role in building the Nation.

· To equip the students with the Skills and Competencies necessary to meet the emerging challenges of a fiercely Competitive and Globalized World. To promote the use of technology and establish itself as a center of excellence.

.To impart the Knowledge in Curricular, Co-curricular and Extra-curricular fields and provide market oriented Skills for the over all development of student personality and to make them Self Reliant.

To provide Value-Based Education:

The IQAC and Academic Coordinators prepare the Institutional Academic and Action Plan with the help of Academic Calendar provided by the CCE, TS and the almanac of the University. The IQAC always ensures to execute and implement the Academic Action Plan by all the departments and encourages them to conduct various Co-curricular and Extra-curricular activities effectively.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

The effective leadership of the faculty and students will be encouraged through the various committees formed and in the activities conducted at the college level.the faculty members and the students will be nominated as a members of the different committees like IQAC/Discipline/ Redressal/W.E.C&The various programmes/Activities like a Telanganaku haritha haram, Swacha Bharat,co-curricular,cultural activities to encourage their leadership skills and to involve them in policy decissions effectively.

Telangana Ku Haritha Haram (TKHH) (AFFORESTATION)

Telangana Ku Haritha Haaram, a flagship programme of the Telangana Government envisages to increase the present 24% tree cover / forest area in the State to 33% of the total geographical area of the State as envisaged by the National Forest Policy of India to maintain ecological stability and balance which are essential for sustenance of all creatures in the universe

The thrust areas to achieve the above are two-fold; one, initiatives in notified forest areas, and the other initiatives in areas outside the notified forest areas like in premises of schools, colleges, government offices etc.

The main objective is to Conserve Social Forestry.

Swach Bharath:

To accelerate the efforts to achieve universal sanitation coverage and to put focus on sanitation, the Prime Minister of India had launhed the Swachh Bharat Mission on 2nd October 2014. The mission was implemented as Nation-wide campaign/Janandolan which aimed at eliminating open defecation in rural areas. During the Swachhta Week celebrations, the NCC Cadets, NSS Volunteers took upon the responsibility to carry out cleanliness drives in the premises of Educational institutions, Government Hospitals and Offices, Bus Stands, Pubilc Gardens and other public places & cleaning of Statues of National Leaders.

Counselling Programmes:

Good mental health is vital for a successful college experience. During the study period most of the students will prone to depression, anxiety, stress and strain. To overcome these problems conduct a counseling program with the available doctors and staff thus we give utmost care to the students' mental and physical health.

Career Guidance:

The Career Guidance Cell under Telangana Skill and Knowledge Centre (TSKC) is to support students in their Academic (Higher education) and Professional orientation. Career Guidance also helps to ensure stability and opportunities outside academia in future life.A seperate classes will be conducted for the interested/ selective students by the faculties and experts. They will inculcate awareness on job seeking opportunites in different fields along with focuss on higher educational opportunities and motivate them to acheive their asipiration in their career.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The College with the help of IQAC & Academic Co-ordinator prepares the institutional Strategic / Perspective plan and deployment document based on the quality indicators envisaged in the seven criteria of the NAAC/SSR. It is very difficult task with the insufficient funds provided by the Government to implement the Strategic / Perspective plan of the college.

The Perspective/Strategic Plan of the college is definitely inclusive of – Quality Promotion of Academic Excellence involving Curricular and Extra-Curricular Activities in respect of building competencies, sprouting of leadership qualities, inculcation of multicultural and ethical values, life-like communication skills, improvising self-learning and self-earning techniques, an impetus for entrepreneurial skills and accountability, critical thinking patterns and creative genius inspirations however novel and abnormal ideas may generate for the time being, to engage in Information Transfer through Traditional Methodologies with the help of ICT.

The Perspective Plan of the college is not devoid of – public engagement, Women Empowerment, Helping Attitude, Outreach Programmes to Community Welfare, Student Diversity and to dream of bigger things to get self-motivated and become energized psychologically first and physically next and realizations of goals at the last sooner or later but for sure.

The college has a mechanism to look after the implementation of the Strategies/ Perspective Plans**.** The sole authority of the institution administers the faculty of the college through manifold duties and responsibilities by way of executing the plan of action duly divided among the college committees constituted wherein IQAC, In-charges of the Departments, through the Admissions and Examination Wings; the non-teaching staff working in the Admin Office of the college, the Mentoring System in-charges and finally Class Representatives of the college are all integral parts of following the Action Plan and the Academic Calendar is the implementation strategy.

File Description	Document
Paste link for additional information	[View Document](#)

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

Response:

The Organizational structure of the College is planned according to the guidelines of the Council of Higher Education, Hyderabad, Telangana Government. Academic planning and execution for the college have been incised by the Principal, Vice Principal, Academic Coordinator, IQAC and the HODs of the different Departments. Different Academic plans are executed through the HODs and Conveners of the various committees in the college.

The organizational structure of the institution consists of the Principal, Staff Council, Academic and Administrative units.

1.The Principal : The Principal is a leader of the College having all the executive powers to manage the functioning of the institution.

2.Staff Council : It consists of HODs of all the Departments of the College.

There are **four main units** in the college under which the various committees are constituted for smooth and effective functioning of the college.

I. Academic Committees:

DOST- Admission Committee

Academic Committee

Faculty Forum

Time Table Committee

Examination Committee

Internal Audit Committee

Library Adivisory Committee

Disciplinary Committee

Research (Jignasa / Student Study Project) Committee

Anti Ragging Committee

CAIMS Committee.

II. Administrative Committees:

Special Fee and Restructured Courses Fee Committee

Building Repairs & Maintenance /Furniture Committee

Scholarship Committee

SC & ST Students Welfare Committee

DRC Committee.

III. Fund Mobilisation & Utilisation Committees:

IQAC Committee

UGC Committee

CPDC Committee

Alumni Association

AISHE Committee

IV. Extension Committees:

NSS Committee

NCC Committee

IYRC / Red Ribbon Committee

Grievance Redressal Committee

Literary & Readers Club Committee

Literary & Cultural / Yuvatharangam Committee

Career Guidance Committee

Women Empowerment Committee

Games and Sports Committee

Bhagya Health Club

Internal Complaints Committee

Eco Club

EBSB Committee

RTI Committee

T-SAT (MANA TV) Committee

Smart classes committe

 Purchase Committee

Consumer Club Committee

B.R.A.O.U. Committee

Website & Internet Committee

TSKC-TASK Committee.

The policies, administrative set up, service rules, procedures for the recruitments, promotions and transfers are framed by the Council of Higher Education, Government of Telangana and all these are implemented through the Commissioner of Collegiate Education, T.S Hyderabad.

The college has Grievance Redressal Committee which receives the grievances from the stake holders of the institution and discuss in the presence of the Principal and take the necessary action depending upon these grievances.

The college has Internal Complaints Committee which receives the complaints from the staff and Students of the institution and discusses in the presence of the Principal and take the necessary action depending upon the issues.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

As per the Government of Telangana norms the following facilities are available to all permanent teaching and non-teaching staff:

1.Teaching staff:

General Provident Fund (GPF)

Group Insurance Scheme (GIS)

Telangana State General Life insurance (TSGLI)

Earned leave and Surrender of Earned leave

5 Special casual leaves per calendar year for women employees

90 Days Child Care Leave for women employees having minor children.

06 Months Maternity Leave for female employees and 15 days paternity leave for male employees.

UGC/State Government Pay Scales.

Career Advancement Scheme.

Additional increments for having doctoral degree at entry level or during service On-Duty facility to attend Orientation and Refresher Courses

On-Duty facility to attend National Seminars, Conferences.

Permission to perform remunerative duties as practical examiner, observer in University exams.

Personal loan facility

Home loans facility.

Regular superannuation pension.

New Pension Scheme(CPS).

Medical Reimbursement or EHS (Employee Health Scheme)

2. Non-teaching staff:

 General Provident Fund (GPF)

Health cards issued by the Government of Telangana Group Insurance Scheme (GIS)

Telangana State General Life insurance (TSGLI)

Festival Advance Scheme Earned leave and Surrender of earned leave 5 special casual leave per calendar year for women employees

90 days Child Care Leave for women employees having minor children.

06 months Maternity Leave for female employees and 15 days paternity leave for male employees.

 Personal loan facility

Home loans & Festival advance.

Regular superannuation pension.

New Pension Scheme(CPS).

Medical Reimbursement or EHS (Employee Health Scheme)

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
01	0	0	0	0

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 37.62

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

2020-21	2019-20	2018-19	2017-18	2016-17
8	3	2	7	6

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

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

Response:

  According to the guidelines of the UGC the Performance Appraisal System is designed by the Commissioner of Collegiate Education, Nampally, Hyderabad, Telangana State which is implemented by

the Institution to evaluate, to moniter and to enhance the performance of teaching and non-teaching staff.

1). Performance Appraisal of the teaching staff :

The IQAC appraises the performance of the teaching staff by adopting two methods such as Feedback system and Self appraisal forms (API).

A). Feedback System : The performance of the teachers is assessed based on the feedback received from the students. The feedback is collected annually through a structured questionnaire across various teaching quality parameters and analysed to assess the performance and to take required measures to plug the defects if any. The feedback from the students and peer will be collected by the Principal and analysed for sending the proposals for the best teacher award under the Yuvatharangam program organised by the CCE,Nampally ,Hyderabad, Telangana State.

B). Self Appraisal Forms (API) : The performance of the teachers is reviewed through self appraisal conducted annually.The self appraisl is done through API forms, which are designed and provided by the CCE according to the UGC guidelines. The teachers' performance is reviewed across the parameters specified. The appraisal of the teachers becomes the basis for promotions and implementation of the incentives or rewards. The Best teacher award under the Yuvatharangam program is awarded by the CCE / Government of Telangana on the basis of API Score obtained by the teachers.

2). Performance Appraisal of the Non-teaching staffs : The Non-teaching staff members are monitored on a Continuous basis through informal inquiry and observation.

The Administrative Officer monitors and reports over all on the behaviour and performance of the non-teaching staff.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Internal financial audit will be conducted regularly by the team consisting of the principal,office incharge & senior faculty member in this institution. They verify all the financial records such as fee collection records, purchases & other expenditure incurred by the college during that particular financial /academic year . Being the Government college the external audit will be done by the authorities such as Officers/ Auditors of the Regional Joint Director of the Collegiate Education and Accountant General, Hyderabad, Telangana State.

Mechanism for settling audit objections raised :

The Administrative committee along with the Finance committee would comply with the audit objections raised by the auditors through proper written justification and rectify if any discrepensis stated. This gives the college a fair and transparent opinion on the allocation and utilisation of the funds.Audit observations are settled during audit when query is issued and when necessary rectification is done by the auditors. Audit observations are also settled during the meeting on the last day of the audit providing necessary reply along with required information covering, recovery, adjustment, rectification of irregularites or errors.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 16.85

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

2020-21	2019-20	2018-19	2017-18	2016-17
.75	0	1.10	0	15

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Any additional information	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The Principal and IQAC Coordinator always strive to encourage the faculty members of all the departments to organize Seminars / Conferences / Workshops by sending proposals to various bodies for financial assistance and also put great efforts by heart and soul to utilize the resources of the college to the extent possible to provide quality and outcome based education to the students. Generate the resources towards research, collaborative projects etc from Govt./ Public funding agencies such as UGC, NAAC,

MHRD, TSCHE, etc. Also mobilize the resources through donations from Philanthropists, National Thermal Power Plant, CSR-CD and from the Alumni of the Institution.

Strategies for Optimal Utilization of Resources:

The Annual Plan is prepared aligning with the Institutional perspective plan which is placed before the HOD for deciding on the resources needed, policy interventions and mechanisms etc.

The allocation of the financial resources is planned by the staff council of the college.The Plan and the Budget Allocation is placed before the Governing Council for consideration and approval.

The implementation as well as utilization of resources is undertaken through the well defined procedures and Internal control systems laid down. The Regular meetings of the Staff Council and the Governing Body will monitor the implementation of the plan. The Financial Audit and the Internal Audits will act as effective control systems.

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

Response:

IQAC is a significant administrative body in any institution which is responsible for maintaining all quality standards in Teaching - Learning & Evaluation . Its primary aim is to promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices. It is the heart for Planning,Guiding,& Monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the college. It facilitates the creation of Learner -Centric and Participatory environment by initiating plan through various academic & educational activities such as seminars, workshops,symposia,conferences,panel discussions ,academic meetings of all the stakeholders of the institution & their documentation.

Academic Calender & Annual Action Plan : In the beginning of every academic year IQAC Coordinator along with Academic Coordinator prepared Annual Academic Calender for college in accordance with Academic Calender issued by the Commissioner of Collegiate Education , Government of Telangana and Almanac issued by the affiliating Sathavahana University,Karimnagar.

Feedback Mechanism : Every year Feedback collected from various stakeholders of the college such as students,parents,alumni,and faculty and after its analysis Action Taken Report has prepared by disclosing the what action is taken to rectify the flaws in Teaching -Learning & Evaluation and other issues.

Internal Academic Audit : The IQAC along with Academic Coordinator conducted Internal Academic Audit for smooth & effective implementation of curricular, co-curricular,extra- curricular programmes every year.

Faculty Forum (FF) : IQAC organized Faculty Forum at a college level for faculties with a view to

provide a platform to discuss & focus on latest developments in various subjects. A good number of current and relevant topics across the subjects will discuss to share the knowledge & technology among the faculties on the platform of Faculty Forum.

Orientation Programs : IQAC conducted the Orientation program to all the newly admitted first year students in begining of the every academic year to inculcate awareness on academic and learning resources , physical facilities available in the college premises,vision & mission of the college and about the teaching and non-teaching staff.

Evaluation of POs,PSOs,& COs : The IQAC encouraged all the faculties to inform the students about Program Outcomes, Program Specific outcomes in order to give awareness about the Programs & Courses.

Teaching Innovations : The IQAC organized brain storming sessions with the HODs & faculties on the Innovative Teaching-Learning methods with the help of ICT. Recently due to the Covid -19 pandemic all the faculties are well acquainted the knowledge and skills on ICT enabled teaching -learning methods.

Preparation of Reports : The IQAC played a vital role in preparation & submission of different reports like AQARs every year.

Mentor-Mentee System : The IQAC helped in maintaining the effective Mentor-Mentee system to assess the weeknesses & potentialities of the students and accordingly measures have been taken.

Library Practices : The IQAC frequently suggested the Library to make automation and to practice innovative methods in use of library.

Thus, IQAC has contributed significantly for institutionalyzing the quality assurance strategies and processess during the last five years as discussed in the above.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives   )

Response:

Our institution has an exclusive mechanism to review the teaching-learning process, structure and methodologies of operations and learning outcomes by quarterly meetings through IQAC set up as per the norms in vogue. Usually there are four quarterly meetings on regularly basis for every three months to review academics and administrative affairs towards establishing a best practice to sustain the quality policy and the student-centric teaching learning methodology for excellent student progression and placement probabilities.The periodical review carried out by the IQAC meetings are intended to check the overall result analysis and to check the status of the planned goals and also to record the achievements of IQAC.

The IQAC has designed the pattern of review system and assessment of learning out comes which is followed by the institution. It consists of two levels i.e. review at department level and at institutional level.

The Institution reviews its teaching learning process through the following:

Monitoring of classes: The Principal monitors the timely conduct of classes and the adherence to the academic calendar and the university almanac.

Feedback from Students, Teachers and Parents: The feedback has been collected through structured questionnaire using a rating scale from the students and parents about teaching-learning-evaluation process and about development of the college and analyzed to find out the gaps. This is considered to be the one of the best methods for reviewing the teaching-learning process and to plug the loopholes.

Evaluation of Attainment of Program Outcomes (POs), Program Specific Outcomes (PSOs), Course Outcomes (COs): A method for evaluating the attainment of POs, PSOs and COs has been designed and implemented. The method ensures the evaluation of the COs vis-à-vis the PSOs at the faculty level, evaluation of PSOs at the Head of the Department's level and the POs at the Principal level. These help in assessment of the effectiveness of teaching –learning process.

Reports on Teaching Methodologies: With a view to monitor the quality of teaching- learning process, the IQAC conducted reviews on teaching methodologies implemented by the faculty periodically. The analysis of the reports help in assessing the types of teaching- learning methods, ICT methods and experiential learning etc employed by the teachers.

Review of Examination Results: The review of the examination results helps in assessment of the Departments and faculty members of concerned subjects. This enables to ascertain whether course outcomes are achieved or not and steps can be initiated in the form of remedial coaching to the slow learners.

Internal Academic Audit: The Internal Academic Audit is conducted once in a quarter of the year to review the academic processes including the curriculum, teaching, learning, evaluation processes and mechanisms, including the teaching plans adherence to Academic calendar and almanac. It also verifies various teaching learning methods such as project works, practicals, Internal assessment and external assessment rules and guidelines.

Self-Appraisal Form: The Self Appraisal form is a tool widely used to enhance teacher's quality. The IQAC has collected API (Self Appraisal Form) from all the teaching staff during the last five years and

encouraged and motivated the teachers to enhance their performance time and now. It is used to evaluate faculty upgradation across defined parameters.

External Academic audit was conducted by the Commissionerate of Collegiate Education by appointing the senior and well experienced faculty members as Academic Officers till the Academic year 2018-19,. During their visit they verified all the Academic and development activities across the parameters and offered suggestions for further improvements in teaching-learning-evaluation process to impart quality education. They submitted a copy of the Academic audit to the Commissionerate of Collegiate Education confidentially.Since 2019-2020 onwards the Academic audit is conducted through online with the help of College Administration Information Management System (CAIMS). A special team will be appointed by the CCE,Hyderabad to verify the online Audit reports by visiting the concerned the college.

6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality intitiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	[View Document](#)
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
Paste web link of Annual reports of Institution	[View Document](#)

Criterion 7 - 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 last five years.

Response:

Government Degree College,Manthani shows gender sensitivity through various initiatives and actions for creating safe, secure and healthy atmosphere in the campus. Sensitization of the student is done through special program. Specific initiatives with respect to key areas are as follow:

1. Safety & security :

a). **Hi-tech surveillance system** : we arranged high resolution cameras which works day & night for security of the college. We have the facility of distributed recording that has been setup in control room in our campus. Unwanted elements are monitored through these cameras. This system ensures that all female staff and students can move freely in the campus and feel assure that they are secured all the time in the campus. Behavior of the students are monitored through these cameras and well defined rules by the lecturer.

b). The college has strong security personal deployed all around the campus at night.

2. **Counseling**: The College has a system of mentoring of each departments for inculcating social, moral and ethical values. Women Cell also creating gender awareness through different programmes like international women's day , women legal rights, international day for the elimination of violence against women and human rights day every year. In every program we try to bring awareness among women students. We invite some eminent woman personalities on that day to give inspiration to our students.

3. **Wash Rooms :** The college provides separate wash rooms for girls and boys with proper ventilation and water facility for 24hrs .

Conclusion: Safety, Security, well being along with gender equality and friendly working atmosphere are the important issues. they are only prime concern to this college.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)
Annual gender sensitization action plan	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation

measures

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Government Degree College,Manthani is implementing the below mentioned processes for managing the different following wastages.

Solid Waste Management :

The members of eco-club arranged compost pit in the campus for dumping organic waste like vegetable waste, fallen dry leaves, used plant materials from botany labs.Preventing the use of polythene bags inside the campus.

The college has kept waste bins at different places such as class rooms, veranda and in the toilets as well.

Liquid Waste Management:

The liquid waste generated in the laboratories of chemistry and others are treated with water and then discharged waste generated from laboratories is disposed in the drainage system.

 E- Waste Management:

The furniture committee of the college prepares a list of e-waste pertaining to computer peripherals and some electronic equipment. Then the list submit to CCE for approval for auction.

 The information regarding the types of e-waste and its quantity is given to the CCE-TS for further

necessary action.

File Description	Document
Geotagged photographs of the facilities	[View Document](#)
Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)

7.1.5 Green campus initiatives include:

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**

Response: B. 3 of the above

File Description	Document
Geotagged photos / videos of the facilities	[View Document](#)
Any other relevant documents	[View Document](#)

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. **Green audit**
2. **Energy audit**
3. **Environment audit**

4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Response: D.1 of the above

File Description	Document
Certification by the auditing agency	[View Document](#)
Any other relevant information	[View Document](#)

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for 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**

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)

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 500 words).

Response:

Government Degree College, Manthani provides an inclusive environment for every one with tolerance and harmony towards cultural, regional, linguistic communal, socio-economic and other diversity. We organize different sports and cultural activities to promote harmony towards each other. Commemorative days like Yoga Day, Cancer Day, AIDS Day,Youth Day, Science Day, Gandhi Jayanthi along with many regional festivals like Bathukamma, Dasara Christmas, Vinayaka Chavathi, etc. to establish positive interaction among people of different racial and cultural backgrounds.

There are different grievance redressal cells in the college like women grievance redressal cell which deals with grievances without considering any one's racial or cultural background. Institute has code of ethics for students and separate code of ethics for teachers and other employee's. Which has to be followed by each one irrespective of their cultural, regional, linguistic, communal socio-economic and other diversities. We conducted some rallies like AIDS rally, Army day rally and Anti Plastic/Plastic-free rally etc. to bring awareness among the people about their health.

Annual Day Celebration is conducted every year where students can perform different cultural activities according their abilities.

We celebrate two important national festivals i.e. Independence Day and Republic Day every year. All teaching, non-teaching staff and students participates for the cause of nation and inspiring speeches are given by staff members.

File Description	Document
Any other relevant information.	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Government Degree College, Manthani undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation, values, rights, duties and responsibilities of citizens. On 26th November we celebrate **Constitutional Day,** on 12th January **Youth Day**,on 25th January **Voters Day,** on 31st October **National Unity and Integrity Day** etc. every year. We invite patriot from our home town every year as guest. The faculties and guests explains about Fundamental rights, duties, values and responsibilities of the citizens as stated in Constitution of India. The faculties and guests reminds trembler the struggle of freedom and respect the National flag and National anthem.

Our Constitution provides for human dignity, equality, justice, human rights and freedom, rule of law and respect and superiority of constitution in the national life.

Our faculty and students of Political science read about our constitution and they explained it to all other students in different activities. As a part of strengthening the demographic values we conduct different activities among the students. We also conduct Voter's awareness programme to literate the students about the democracy. A voters pledge program was organized for students & faculties. We also conduct competitions like essay writing, quiz, elocution on National Voter's day in Telugu & English. Different activities related to NSS and NCC will be organized to inculcate awareness among the students by our NSS and NCC Committees. Every year Republic day and Independence Day are celebrated by organizing activities highlighting the importance of Indian Constitution and Freedom struggle.

File Description	Document
Any other relevant information	[View Document](#)
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View Document](#)

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.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: C. 2 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.	[View Document](#)
Code of ethics policy document	[View Document](#)
Any other relevant information	[View Document](#)

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

It is the usual practice of the college to celebrate national festivals like Independence day on August 15th and Republic day on Jan 26th every year. Patriotic songs recited and sacrifices of the great personalities are remembered.

Flag day of 7th December is observed every year to honor the soldiers. It is a day dedicated to collection of funds from the people for the welfare of the armed forces personal.

The College celebrates : Dr B.R Ambedkar's Jayanthi on April 14 and Vardhanthi on December 6

International Day of Yoga on June 21.

Gandhi Jayanthi on October 2.

Telangana Formation Day on June 2.

National Educational Day on November 11.

National Teachers Day on September 5.

File Description	Document
Geotagged photographs of some of the events	[View Document](#)
Any other relevant information	[View Document](#)
Annual report of the celebrations and commemorative events for the last five years	[View Document](#)

7.2 Best Practices

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

Response:

BEST PRACTICE – I:

Programme on   CLEAN AND GREEN

 " CLEANLINESS IS NEXT TO GODLINESS"   ----------- M.K GANDHIJI.

 A programme on CLEAN AND GREEN is celebrated by cleaning the class rooms and premises, and planting new seedling in our premises. Many seedlings are adopted by various class students and teachers to look after the plants. The main aim of this programme to inculcate awareness among the students on cleanliness and hygienic of sourroundings and awareness on creating pollution free premises with green plants so that to available abundant oxygen levels and for more rainfall to save our lives and green earth.

BEST PRACTICE – II:

Magic Soak Pit and Dump Pit: In order to preserve the water used for daily activities and to increase the ground water level, the Magic Soak Pit is very useful. Hence, the Soak Pit is constructed at such a place where the water can be gathered at maximum extent. In addition to that, the back water produced from R O Plant is also chanelled towards soack pit, though primary usage of water is watering the plants.

The organic waste produced in the college is a kind of solid waste which can be recyled and reused as manure. The Dump pit is built with this purpose.

File Description	Document
Any other relevant information	[View Document](#)
Best practices in the Institutional web site	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

VISION :

Attainment of academic excellence by imparting quality education.

We are all putting all possible efforts for being **excellence** in imparting quality of education with the **use of ICT** to inculcate the **value system** among the stakeholders of the institute in fostering **global competencies** towards contributing for **National development.**

MISSION :

1. To improve the quality of teaching and learning
2. To assess the teaching performance on the basis of students' feedback
3. To encourage the teachers to undertake training programmes
4. To foster the global competencies among students
5. To adopt the Student- centric and Outcome Based Learning (OBL) methods with the application of ICT.
6. To expedite infrastructural development of the college and academic facilities required for advanced learning
7. To strive for the all round development of the student
8. To make students responsible citizens with social awareness
9. To inculcate communication and soft skills for better employment.

The Vision and Mission of the Government Degree College, Manthani is to provide quality and affordable academic excellence in higher education. By aspiring the young minds to think, be creative and contributing in development of community through extension activities, communication skills, employability skills. Our college catering the needs of hundreds of students in around Manthani and parts of neighboring villages. Quality education is provided for all the students, to improve learning through various co-curricular activities and conducting students seminars, debates and Group discussions to foster the global competence by involving the students. The collection of books in the library provides a treasure of knowledge with the help of N-LIST of INFLIBNET, NDLI and exposure to the ICT-based learning. We also impart the quality education to the socially and economically backward students and to inculcate wisdom, knowledge and social values towards the society.

MOTTO : Join to attain the Knowledge and to leave to serve the Society.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

Additional Information:

Generally every Higher Educational Institution provides an opportunity to reflect on the critical social, economic, cultural,moral and spiritual issues facing humanity and contributes to National development through dissemination of specialized knowledge and skills.The college since inception as been striving for progress with the qualitative Higher Education.The college faciliates holistic development of its students through various supporting services like NCC, NSS, WEC, ICC, etc.

DOST is adopted for admissions and supports seperate Exmination branch of Satavahana University for smooth conduct of exminations.

- Door-to-door admission campaign,Conducting awareness programs on Current social issues,Library user awarenes program,ExtensionLectures,Faculty Forum etc. are practising in our college.
- The IQAC (NAAC Committee) plays a vital role for quality enhancement by adapoting different strategies and methods and implementing annual academic action plan, feed back mechanism.
- The IQAC consists of the following staff members.

1. Sri. MD.Thaher Hussain, Principal (FAC), Chairperson.
2. Sri N. Bharath, Librarian, Coordinator,
3. Smt. G. Sharada, Asst.Prof.of Physics, Member
4. Sri. N. Rajaiah, Lecturer in Economics, Member (Recently transferred)
5. Sri. K.Krushna, Lecturer in commerece, Member
6. Sri. B. Rajender, Lecturer in English, Member
7. Sri. A.Sathish, Lecturer in History, Member
8. Kumari B.Manisha B.Sc (B.Z.C), Student Member
9. Kumar V. Naresh B.Com (CA), Student Member.
10. Sri M.Prabhaker Reddy (CPDC- Stake holder)

Concluding Remarks :

Conclusion:

The College in it's 40 years of Academic journey has served as a center for Higher Education for the rural students.The institution had gone for Accreditation and Assessment by reputed, competent authority- NAAC in 2016 and attained Grade 'B' with 2.23 CGPA in the First cycle of NAAC and now moving towards Second cycle of NAAC Re-accreditation in 2021 by practicing best possible practices to yield maximum result with **minimum resources**, **limited infrastructure, faculty and staff.**

The Principal,IQAC,Staff, Almuni and CPDC members playing a significant role in improvement in terms of Academic programmes, enrolment, infrastructure with a collective and dynamic efforts by nurturing the moral values, social responsibility usage of ICT among the students and faculty for sustainable quality maintainance of the institution.

The polices and programmes are taken up by keeping in view the vision and mission of the institution for improvement. Our institution is providing scholarships through Governament to the deprived sections of rural villages being it is located in the rural area.

The institution has always showing commitment towards values and best practices.

We hope that SSR reflects the picture of the vision and mission of the college in total and the improvement made during the last 40 years of its journey particularly during the last 5 years.

I convey my sincere thanks to NAAC/ IQAC Coordinator and Team and all those who involved in the preparation of SSR for 2nd Cycle of Re-Accereditation within the prescribed time.

I wish to express my gratitude to the Government of Telangana, Sri. Navin Mittal, IAS, Commissioner of Collegiate Education, TS, NAAC Team, CCE,Hyderabad for their valuable cooperation.

I hope that the NAAC will appreciate the efforts and dreams of the institution.

With Thanks and Regards

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
2.6.3	**Average pass percentage of Students during last five years** 2.6.3.1. **Total number of final year students who passed the university examination year-wise during the last five years** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
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45	32	15	71	52 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
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45	32	12	68	48 | 2.6.3.2. **Total number of final year students who appeared for the university examination year-wise during the last five years** Answer before DVV Verification: | 2020-21	2019-20	2018-19	2017-18	2016-17
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45	41	33	94	66 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
45	41	33	94	66	 Remark : DVV has made the changes as per shared report of passed students by HEI.
3.3.3	**Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years** 3.3.3.1. **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
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5	4	5	5	2 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
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3	4	3	4	2	

3.3.4	**Average percentage of students participating in extension activities at 3.3.3. above during last five years**
	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., year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
354	338	405	605	169

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
229	338	250	505	169

4.4.1	**Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**
	4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2.368	8.310	1.968	5.723	15.168

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1.21	8.310	1.968	5.723	15.168

Remark : DVV has made the changes as per shared audited statement by HEI.

2.Extended Profile Deviations

ID	Extended Questions
1.3	**Number of outgoing / final year students year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
45	41	33	94	66

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

45	41	32	92	64