



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	GOVERNMENT DEGREE COLLEGE GAJWEL
Name of the head of the Institution	Dr. A. Srinivas Reddy, M.Sc. Ph.D.
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	09440379380
Mobile no.	9440379380
Registered Email	gajwel.jkc@gmail.com
Alternate Email	gajwel.naac@gmail.com
Address	Boys' Educational Hub, Sangapur Road, Gajwel, Siddipet District,
City/Town	Gajwel
State/UT	Telangana
Pincode	502278

<b>2. Institutional Status</b>																									
Affiliated / Constituent	Affiliated																								
Type of Institution	Co-education																								
Location	Urban																								
Financial Status	state																								
Name of the IQAC co-ordinator/Director	M. Kumaraswamy Dasari																								
Phone no/Alternate Phone no.	09959709377																								
Mobile no.	9959709377																								
Registered Email	gajwel.naac@gmail.com																								
Alternate Email	gajwel.jkc@gmail.com																								
<b>3. Website Address</b>																									
Web-link of the AQAR: (Previous Academic Year)	<a href="https://ccets.cgg.gov.in/Uploads/files/buttonDetails/9081.pdf">https://ccets.cgg.gov.in/Uploads/files/buttonDetails/9081.pdf</a>																								
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://ccets.cgg.gov.in/Uploads/files/buttonDetails/58759.pdf">https://ccets.cgg.gov.in/Uploads/files/buttonDetails/58759.pdf</a>																								
<b>5. Accrediation Details</b>																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>72.25</td> <td>2006</td> <td>21-May-2006</td> <td>20-May-2013</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.34</td> <td>2013</td> <td>25-Oct-2013</td> <td>24-Oct-2018</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	72.25	2006	21-May-2006	20-May-2013	2	B	2.34	2013	25-Oct-2013	24-Oct-2018
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B	72.25	2006	21-May-2006	20-May-2013																				
2	B	2.34	2013	25-Oct-2013	24-Oct-2018																				
<b>6. Date of Establishment of IQAC</b>	01-Jun-2006																								
<b>7. Internal Quality Assurance System</b>																									
Quality initiatives by IQAC during the year for promoting quality culture																									
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries																						

Orientation Programme on NAAC Accreditation	13-Sep-2019 1	17
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	0	Nil	2020 0	0
No Files Uploaded !!!				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

15

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

Coordinating all the stakeholders such as students, alumni, parents, staff and others in the upcoming NAAC PTV

Preparation and Submission of SSR as part of 3rd Cycle Reaccreditation

Preparation for the NAAC Peer Team Visit initially scheduled for March 30.31.2020

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
Sending faculty for Refresher Courses	Sent

Extension activity by NSS, such as Harithaharam and Green Initiatives	The Boys' Educational Hub was planted with hundreds of Saplings
Installation of Lift	Installed
Preparation of Annual Curriculum plans	Prepared
Completion of Syllabus planned	Achieved
Conducting Jignasa- Student Study Projects and Student Seminars for the advanced learners	The Boys' Educational Hub was planted with hundreds of Saplings
Preparation and submission of the SSR to NAAC as part of the 3 rd Cycle Reaccreditation	Department of Botany won State st Prize in the Jignasa-Student Study Project for 'Jeevamrutham'
Yuvatharangam- Sports & Cultural competitions at College and State level	Not conducted, due to COVID-19 Pandemic
Feedback from Stakeholders to be collected and analysed to take appropriate action	Collected online and analysed
Preparation of NAAC Peer Team Visit as part of the Third Cycle A & A	Postponed due to COVID-19 Pandemic
<a href="#">View File</a>	

<b>14. Whether AQAR was placed before statutory body ?</b>	No
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2020
Date of Submission	29-Jan-2020
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The college has its own Management Information System namely, College Administration and Information Management System (CA IMS) which came into effect from 201819. The information about the students and faculty is made available on CAIMS which has five modules to provide services in different areas of services offered in the college: 1. Students Information Management 2. Certificate Management 3. Marks Management System 4. Accounts Management System 5.

## Part B

**CRITERION I – CURRICULAR ASPECTS****1.1 – Curriculum Planning and Implementation**

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The motto of the institution 'thamaso ma jyothir gamaya' taken from the Shanti Mantra means knowledge is the force that leads one from darkness to light - darkness symbolizing ignorance and light symbolizing enlightenment and emancipation. The goals and objectives aim at providing opportunities for accessibility, equity, employability for the emancipation of the individual and development of the nation. The institution also aims at inculcating human values among the students in order to make them as better and informed human beings. Government Degree College, Gajwel had its humble beginning in 1997 offering only a very limited number of courses, especially the self-financed ones with a meagre strength of about 150 students. It has taken nearly two decades to flourish into a centre of learning offering as many as 12 groups in three streams at undergraduate level - B.A., B.Com. and B.Sc. It also started offering three self-financing Post Graduate courses, namely M.A.(Telugu), M.A.(Economics) and M.Com. from 2015. From the academic year 2016-17 the institution is offering all the courses in accordance with the Choice Based Credit System (CBCS). Up to 2017-18 the institution was a co-education institution. The establishment of a separate government degree college exclusively for women in the academic year 2016-17 had a considerable impact on the admissions of the institution. But still, it could attract about 800 students during the academic year 2018-19. The institution has been following the curriculum prescribed by Osmania University, Hyderabad ever since its inception in 1997. The university also issues an almanac in the beginning of every academic year specifying the dates of commencement and last date of instruction, conduct of examinations, both internal and term-end as well as term vacations. As some of the members are the Members of Board of Studies of various departments of the affiliating university, i.e., Osmania University, the academic requirements such as introduction of new courses are well represented at the University level. The institution devises an academic calendar of its own in consonance with the almanac of the affiliating university and the calendar issued by the Commissionerate of Collegiate Education (CCE), Telangana State. The faculty of the institution prepare their respective departmental plans and individual academic plans to achieve the desired goals and objectives. The courses concentrate on experiential learning through Field Work, Seminars and Student Study Projects. Academic flexibility is provided by way of offering options to choose electives in most of the core papers. The teaching learning process is augmented with various other courses as Communication Skills and Basic Computer Skills as well as Courses related to Commerce and Accountancy, under the auspices of Telangana Skill and Knowledge Centre and the English Language Lab. All the documents related to all the exams - both internal and term-end - are maintained by the departments concerned as well as by the Examination Branch. The results are analysed to find out slow learners so that they can be provided with remedial teaching.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
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NA

NA

30/06/2020

0

NA

NA

**1.2 – Academic Flexibility**

## 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NA	30/06/2020
<a href="#">View File</a>		

## 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Economics, Political Science, Public Administration (EM)	01/07/2019
BA	Economics, History, Political Science (EM)	01/07/2019
BA	History, Political Science, Public Administration (EM)	01/07/2019
BA	Economics, Political Science, Public Administration (TM)	01/07/2019
BA	Economics, History, Political Science (TM)	01/07/2019
BCom	Computer Applications (EM)	01/07/2019
BCom	Computer Applications (TM)	01/07/2019
BSc	Botany, Chemistry, Zoology	01/07/2019
BSc	Botany, Chemistry, Zoology (TM)	01/07/2019
BSc	Microbiology, Botany, Chemistry (TM)	01/07/2019
BSc	Microbiology, Botany, Chemistry (EM)	01/07/2019
BSc	Mathematics, Physics, Chemistry (EM)	01/07/2019
BSc	Mathematics, Physics, Computer Science (EM)	01/07/2019
MCom	Commerce	01/07/2019
MA	Economics	01/07/2019
MA	Telugu	01/07/2019
BA	History, Political Science, Public Administration (TM)	01/07/2019

## 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

### 1.3 – Curriculum Enrichment

#### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	30/06/2020	0
<a href="#">View File</a>		

#### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NA	0
<a href="#">View File</a>		

### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

#### 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>At the end of each academic year feedback is obtained from the students by administering a questionnaire. The questionnaire is administered by the members of faculty of the department other than the one to which the students belong to. The students are not required to disclose their identity anywhere in the questionnaire thus administered. This way the students are free to express their feelings freely without any inhibition. The feedback is obtained from all the stakeholders of the institution, viz. Students, Parents and Alumni as well as from the Teachers. The questions in the questionnaire range from curriculum, delivery, methodology, evaluation, the use of ICT and infrastructure. The feedback thus obtained is studied and analysed in order to identify if there are any suggestions for improvement of the college in terms of infrastructure, curriculum and pedagogy. If there are any significant remarks or observations with regard to any of the criteria cited, action is initiated in this direction. If there is a demand for a new course, the same is represented with the affiliating university and it is ensured that such course is offered in the college in subsequent years. The IQAC of the institution ensures the curricular and cocurricular aspects by monitoring all the activities that take place on the campus. The IQAC, in consultation with the Principal, makes an analysis of the feedback obtained from the stake holders mentioned earlier. At a later date a meeting is convened by the Principal to discuss the outcomes of the analysis. The teachers who secure considerable points are appreciated. and suggestions are made to those who secure lesser points.</p>

### CRITERION II – TEACHING- LEARNING AND EVALUATION

#### 2.1 – Student Enrolment and Profile

### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	History, Economics, Political Science	60	42	42
BA	History, Political Science, Public Administration	60	26	26
BCom	Computer Applications	120	81	81
BSc	Life Sciences	60	28	28
BSc	Physical Sciences	60	59	59
MA	Telugu	40	39	39
MA	Economics	40	24	24
MCom	Commerce	40	35	35

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## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	236	98	23	0	23

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
23	23	16	12	4	3

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has devised a mechanism for providing academic, personal and psychosocial support and guidance services for the benefit of the students. In order to provide professional counselling, mentoring and academic advice, the institution adopted the Mentor-Mentee System. As part of the system, the students are allotted to a teacher who will personally guide the students and maintain proper register of the counselling provided to the students. The Mentor-Mentee System that is being in practice in the institution has the following characteristics:

1. Each teacher acts as a Mentor to a certain number of students who are known as mentees and the teacher is responsible to look into the socio, economic and personal and psychological aspects of the learners under his or her guidance.
2. The Mentor teacher maintains a register for recording the details of the students and the various



academic and personal life. 3. The mentor is also supposed to record the progress of the students under his or her charge and is held responsible for the progress of the mentees. 4. The duty of the mentor is to closely observe each and every activity of the students and intervene whenever there is need for such intervention. 5. Another responsibility of the mentor is to be in contact with the parents of the students and update them about progress of their ward. 6. There is a provision in this system to bring to the notice of the Principal personally or telephonic about the situation of any extreme in nature which tends to affect the students personally or academically. 7. The Mentor – Mentee System also provides a platform to know the practical problem of the students and works as a grievance redressal mechanism.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
792	23	1:34

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
30	23	7	0	11

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NA	Nil	NA
2020	NA	Nil	NA

[View File](#)

## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	445	2019-20	20/10/2020	17/11/2020
BSc	467	2019-20	20/10/2020	17/11/2020
BCom	405	2019-20	20/10/2020	17/11/2020
BA	111	2019-20	20/10/2020	17/11/2020
BA	129	2019-20	20/10/2020	17/11/2020
MA	313	2019-20	20/10/2020	17/11/2020
MA	14	2019-20	20/10/2020	17/11/2020
MCom	408	2019-20	20/10/2020	17/11/2020

[View File](#)

### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Performance evaluation and assessment of students, as well as faculty is pivotal and an integral element in teaching and learning process of any higher educational institution. As an important task and productive educational strategy, our College too adopts this Continuous Internal Evaluation (CIE)

System to value all components and aspects of students' growth and development on a very continuous basis throughout the academic year. The College Examination Branch deals with all types of examinations and evaluation both internal and external. The college strictly adheres to the evaluation schedules prescribed by the affiliating university in its almanac. The Evaluation includes both internal assessment, semester-end examination. The evaluation of the answer scripts is carried out by the university. The college is proactive in redressing the grievances of the students, if any, related to examinations. Internal Assessment Test consists of 20 marks (15 marks for written tests and 5 marks for Assignment) and is conducted twice in each subject, in every semester. And the remaining 80 marks are for semester-end written examinations.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

In the beginning of every academic year, the Commissionerate of Collegiate Education (CCE) issues Academic and Activities Calendar specifying timeline for both academic and other co-curricular and extracurricular activities scheduled for the year. In addition, the affiliating university, Osmania University also issues an almanac with the details of various types of assessment, such as Internal Assessment Tests and Practical Examinations. The university almanac also specifies dates of semester-end examinations. The institution prepares an Academic Calendar in consonance with the Almanac of the university and the Academic and Activities Calendar of the CCE strictly adhering to the examination schedule specified. The departments and teachers plan their teaching and other related academic activities according to the college Academic Calendar so as to organise the Internal and practical examinations as specified by the affiliating university. Similarly, the students also prepare for the examinations by keeping the calendar in mind. Considering the importance of the Academic Calendar in the academic progress of the students, the Principal places the Calendar on the College website.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://ccets.cgg.gov.in/Uploads/files/buttonDetails/8909.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
445	BSc	Physical Sciences	51	41	80
467	BSc	Life Sciences	37	19	51
405	BCom	Computer Applications	48	20	42
111	BA	BA	93	20	22
313	MA	Economics	27	14	52
014	MA	Telugu	33	27	82
408	MCom	Commerece	28	21	75

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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://ccets.cgg.gov.in/Uploads/files/buttonDetails/56340.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	0	NA	0	0
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NA	NA	30/06/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	30/06/2020	NA
<a href="#">View File</a>				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	NA	NA	NA	NA	30/06/2020
<a href="#">View File</a>					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NIL	0	0
International	NIL	0	0
<a href="#">View File</a>			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference

Proceedings per Teacher during the year

Department	Number of Publication
00	0
<a href="#">View File</a>	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NA	NA	2019	0	NA	0
<a href="#">View File</a>						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	2020	0	0	0
NA	NA	NA	2019	0	0	0
<a href="#">View File</a>						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	2	0
<a href="#">View File</a>				

**3.4 – Extension Activities**

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness programme on voter enrollment and its importance in democracy	NSS	8	150
Blood Donation Camp	NSS	6	110
Rastriya Ekta Diwas	NSS	15	145
Road Safety week celebrations	NSS	6	132
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NA	NA	0
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
National Youth Day	NSS	National Youth Day	4	135
Swatch Bharath	NSS	Swatch Bharath	6	150
Telanganaku Harithahaaram	NSS	Telanganaku Harithahaaram	8	165
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NA	NA	0
<a href="#">View File</a>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NA	NA	01/07/2019	30/06/2020	0
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Spoken Tutorial, IIT Mumbai	01/08/2019	Skill Development Employability Skills	65
Nandi Foundation	25/12/2018	To develop Employability skills among the students	55
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 – Physical Facilities

##### 4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6000000	6000000

##### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
<a href="#">View File</a>	

#### 4.2 – Library as a Learning Resource

##### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL 2.0 OF UGC INFLIBNET	Partially	2.0	2011

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	12418	1678872	0	0	12418	1678872
Journals	57	34652	0	0	57	34652
e-Books	5	26500	0	0	5	26500
CD & Video	20	500	0	0	20	500
e-Journals	1000	5000	1000	5000	2000	10000
<a href="#">View File</a>						

##### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
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NA	NA	NA	30/06/2020
<a href="#">View File</a>			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	159	4	159	1	1	4	14	30	0
Added	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>159</b>	<b>4</b>	<b>159</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>14</b>	<b>30</b>	<b>0</b>

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

30 MBPS/ GBPS
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##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Media Center	<a href="https://ccets.cgg.gov.in/Uploads/files/buttonDetails/13729.pdf">https://ccets.cgg.gov.in/Uploads/files/buttonDetails/13729.pdf</a>
Virtual Classroom	<a href="https://ccets.cgg.gov.in/Uploads/files/buttonDetails/13730.pdf">https://ccets.cgg.gov.in/Uploads/files/buttonDetails/13730.pdf</a>

#### 4.4 – Maintenance of Campus Infrastructure

##### 4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2.24	224466	48.96	4896426

##### 4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The policy of the Institution is to provide adequate infrastructure that facilitate teaching and learning. Accordingly, the institution tries its best to provide necessary infrastructure for the smooth run of academic activities. For this the institution has a committee to review the physical infrastructure which meets periodically. The committee suggests policies and initiatives to be taken by the institution. The institution also gives priority for the creation and enhancement of infrastructure in annual budget allocation. The college was shifted from the old premises to the newly constructed building located in the Boys' Educational Hub in Survey No.68, Sangapur Road, Gajwel. The new building has three floors, one ground floor and two upstairs. Each floor has a carpet area of 30320 sft in each floor, making 90,960 sft altogether. There are 64 spacious well-ventilated and well-furnished rooms in all. Lecture Halls: 26 Department staffrooms: 10 Digital classrooms: 03 Equipped with an LCD projector each Virtual classrooms: 01 with projector and interactive setup Computer labs: 02 (with 96 computers) Commerce computer lab: 01 (with 17 computers) TSKC Lab

and English Language Lab: 01(with 40 computers) Library: 01 (3 computers) Reading room: 01 Information Centre for students:1 (in the library with 5 computers) Conference Hall: 01 (Equipped with LCD projector and audio system) Laboratories: 09 Games and Sports office:01 Indoor games room: 01 IQAC Office: 01 Gymnasium: 01 Examination Branch: 01 Dr BRAOU: 01 Administrative Office:01 Principal's Chamber:01 Girls waiting room: 01 Restrooms: 10 Store rooms:03 Mana TV/ TSAT Hall:01 NCC Room: 01 For the optimum utilisation of the resources in the institution, various committees have been constituted comprising the Principal as the Chairman, senior members of the faculty as Convenors and other teachers as members. These committees meet on regular basis to discuss issues related to their respective committees so as to ensure the optimum utilisation of the facilities on campus. In order to utilise the facilities to the maximum extent, representatives from students are nominated as members in each of these committees. Support facilities such as hostel accommodation is provided to the students. Students hailing from far off places are given priority while allotting accommodation. Healthcare facility is available to the students. The services of the doctors available locally are utilised to create health awareness among students. The in-charge of each facility (Librarian, Physical Director etc) maintains stock and issuance registers. These registers are verified annually by the Annual Departmental Verification Committees. These Committees are constituted by members of faculty related to other departments. The Academic Audit Cell of the affiliating university inspects all the records annually. The university renews affiliation to the existing courses and sanctions new courses based on the report of the Audit Cell. Apart from this, the Academic Guidance Cell of the Commissionerate of Collegiate Education (CCE), Telangana State conducts academic audit every year to ensure the optimum utilisation of the resources.

<https://ccets.cgg.gov.in/Uploads/files/buttonDetails/8866.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Post-metric Scholarships	478	154510
Financial Support from Other Sources			
a) National	NA	0	0
b) International	NA	0	0

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga and Meditation	21/06/2019	31	NSS Units, Government Degree College, Gajwel
Guidance for Competitive exams	24/02/2020	52	Faculty, Government Degree College Gajwel
Career Counselling	05/02/2020	72	Faculty, Government Degree



			Collge Gajwel
Soft Skill Development	12/11/2019	220	TSKC,
Remedial Coaching	04/07/2019	125	Faculty, Government Degree Collge Gajwel
Bridge Course	01/08/2019	53	Faculty, Government Degree Collge Gajwel
Personal Counselling	01/07/2019	340	Faculty, Government Degree Collge Gajwel
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Guidance for competitive examinations and Career counselling	52	72	23	12
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	1

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	0	0	Government Jobs	20	12
<a href="#">View File</a>					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	17	B.Com.	Commerce	Different	M.Com.

				PG College	
2020	5	B.Sc.	Physics	Different PG Colleges	M.Sc. Physics
2020	2	B.Sc.	Mathematics	Different PG Colleges	M.Sc. Physics
2020	5	B.A.	Economics	Government Degree & PG College Gajwel	M.A. Economics
2020	2	B.A.	History	OU	M.A. History
2020	3	B.A.	Political Science	KU	M.A. Political Science
2020	9	B.Sc.	Microbiology	Different Universities	M.Sc. Microbiology
2020	11	B.Sc.	Chemistry	Different Universities	M.Sc. Chemistry
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
SET	12
<a href="#">View File</a>	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Vollyball	College level	55
Kabaddi	College level	32
Chess	College level	18
Running	College level	16
Kho-Kho	College level	22
Cricket	College level	48
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### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NIL	National	Nil	Nil	Nil	NA
2020	NIL	Internat ional	Nil	Nil	Nil	NA
<a href="#">View File</a>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative

bodies/committees of the institution (maximum 500 words)

The College has a student council which is constituted with 7 Members out of which four are girls. The students are nominated by the Principal of the college taking into view of their commitment to study and participation in various curricular and extracurricular activities. The council takes part in the planning and execution of most of the events like sports and cultural meets and Clean-and-Green activity, etc. The college believes in inclusiveness in the administration for the development of the institution. Students from various social and economic backgrounds are made part of each and every aspect of the institution. The student members contribute to the smooth functioning of the college by attending all the meetings and voicing the views of the student fraternity. Each of the committees comprises about 6 teachers as members of which one will act as the Convener and a representative from the students. These committees meet periodically under the Chairmanship of the Principal.

Sometimes they meet whenever there is a specific activity related to the purview of the committee. The following are some of the committees with student representation: Internal Quality Assurance Cell (IQAC) The members of the committee participate more actively than the rest of the students starting from making arrangements till the valedictory? NAAC Committee This committee is constituted especially with reference to the NAAC accreditation process. The members' participation is highly useful in administering questionnaires such as Student Satisfaction Survey. Library Fee Committee: it oversees the collection of fee paid towards the library expenditure. Library and Reading Room Committee: it offers suggestions in the selection of periodicals to be subscribed and books to be purchased on the basis of the views expressed in their classes. It also ensures proper discipline is maintained in the Reading Room. Parent-Teacher Committee: The members of the committee coordinate between the institution and the parents and assist the Faculty in conducting Parent-Teacher meetings. ? Games Committee It helps the department of Physical Education in organizing of various sports and games events on the occasion of national festivals such as Independence Day and Republic Day Similarly the Student Members of various committees work proactively with regard to the following committees: • Audio-visual Committee • Literary and Cultural Committee • Stationery and Teaching Aid Committee • Timetable and Institutional Calendar Committee • Social Responsibility Committee • Academic/ Examination Committee • Magazine Committee • Anti-Ragging Committee • Women Empowerment Committee • T-SAT Committee • Central Purchasing Committee. Apart from these committees, there are committees for each department to monitor and review the activity related to that particular department. Further, student representatives are members of various Clubs such as Eco Club, Red Ribbon Club, Consumer Club and Cells such as Grievance Redressal Cell, Career Guidance and Employment Cell, Minority Cell, OBC Cell and SC, ST Cell. All these Committees work with a single mission - the prosperity and glory of the institution.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association of the college is one of the strengths of the institution. It comprises people from almost all walks of life, teachers, lawyers, business persons and people pursuing various other occupations. The Executive Body of the Association is proactive and extends its full support to it alma mater in the form of financial assistance by raising funds and also by the word of mouth at the time of admissions. With the amount contributed by the Association a parking shed for bicycles and motorcycles was constructed. In the first week of every new Academic Year a meeting of Alumni Association is called for wherein various issues related to the development of the college. The

opinions and suggestions made by the Association are noted well and due respect is paid to them while taking up any activity or measure in the college. With the help of alumni, the institution gets information regarding the performance and contribution of the students to society in various fields so that the college is able to estimate the yield of enriched curriculum. The alumni also help the institution by influencing industries and other agencies in getting placement tests for the students of the institution wherever possible. The composition of the Executive Body of the Alumni Association, registered under Societies Registration Act (Reg.No. 764 of 2005) is as follows: Executive Body of Alumni President: T. Hemanth Kumar Vice - President: V. Pravenn Kumar General Secretary: D. Ravinder Joint Secretary: T. Laxmi Narsimha Reddy Treasurer: G. Srinivas. The institution remains ever grateful to the Alumni Association for its unflinching and unconditional support for its development in all aspects.

5.4.2 – No. of enrolled Alumni:

650

5.4.3 – Alumni contribution during the year (in Rupees) :

18000

5.4.4 – Meetings/activities organized by Alumni Association :

The institution convened a meeting with the Alumni Association of the college in the month of December, 2019 to discuss various issues related to the development of the college. Especially the in view of the ensuing NAAC 3rd Cycle Reaccreditation, the Alumni Association responded positively and expressed their willingness to extend all possible support in the process.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The top leadership of the institution strongly believes in the principle of decentralization and participatory democracy in its function. In consonance with the principle, the college follows many practices to implement the leadership nurturing methods. Here are the two most widely used practices of decentralization and participatory democracy in management affairs of the institution. 1. Constitution of various Committees with Faculty Members and Students: In the beginning of the academic year, various committees related to academic, administrative and managerial affairs are constituted. The Principal of the college acts as the Chairman of all the committees. However, the actual work of these committees is done by the Coordinator/Convenor of the Committee, who is usually a senior member of faculty. Almost all the members of the teaching and nonteaching staff are provided representation on one committee or the other. It is ensured that representatives from students are nominated in each and every committee. The Staff Council which is the most important committee in formation of policies and their implementation at the college level consists of all the senior members of the teaching staff. The Staff Council meetings are held periodically under the Chairmanship of the Principal. Usually, a senior member of the faculty is nominated as the Academic Coordinator to deal with academic activities and examination related work as per the almanac of the affiliating university. Another senior member of faculty acts as the Coordinator of the Internal Quality Assurance Cell (IQAC) to look after the quality enhancing and sustenance initiatives in the college. The Principal convenes meetings with the in-charges of the departments to discuss and arrive at certain decisions with a view to improve teaching learning

processes and to keep pace with the latest developments in the field.

Similarly, the Convener of the Infrastructure Committee looks over infrastructure, the Convener, Sports Committee deals with sports and games, the Convener, Cultural Committee deals with cultural activities. Similarly, UGC committee, Women Empowerment Cell, etc., act with autonomy in their operation of activities and develop leadership. The in-charges of various departments play a crucial role in formation and implementation of the College Action Plan. Some senior members of the faculty are on the College Planning and Development Committee (CPDC) which is in the forefront in the development of the college.

2. Delegation of Powers to Vice Principal: The most senior member among the teaching staff is nominated as Vice Principal who looks after the college affairs in the absence of the Principal. Sometimes, the responsibility of issue of student bus passes, study certificates, etc. to the students is entrusted with the Vice Principal. The Vice Principal also represents the college at various forums on behalf of the Principal in the latter's absence or unavailability and also takes some situational decision with due permission of the Principal. The college works in the spirit of common and collective leadership and has put in place appropriate mechanism of decentralization and participative management to develop institutional leadership by nurturing the staff members as leaders.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Research and Development	The institution has a UGC Committee and a Research Committee which usually monitors and guide the faculty on research-related issues. The committees encourage the faculty to take up research programmes/research projects and register for Ph.D. As the result, some members of teaching staff have registered in the Ph.D. Programme and some of them have also submitted proposals for Research Projects. Further, the laboratories of the college are equipped with adequate research facilities which are conducive to research. The faculty members who intend to submit their research papers at National Level Seminars are encouraged with On Duty facility.
Curriculum Development	The institution, being an affiliated college, is not empowered with the curriculum development. However, the college plays a role in the curriculum development. The affiliating university, i.e., Osmania University conducts Annual Departmental Conferences to discuss the curriculum and its implementation and frames the curriculum. A few of the members of the teaching staff such as Mr. Kumaraswamy

Dasari, Assistant Professor of English, Mr NS Rajneesh, Assistant Professor of English are Members of the Board of Studies of various autonomous colleges who represent the current trends in the respective subjects and contribute in the designing of the curriculum from time to time.

Teaching and Learning

At the institution level, teaching and learning procedures are organized as per the schedules of the Almanac circulated by affiliating university. Every teacher prepares Annual Academic/Curricular Plans and the Departmental Action Plans in the beginning of each academic year. Assignments, monthly tests, prefinal examinations are conducted as per the almanac and marks are posted in the Departmental Marks Register. Teaching Notes, Dairies are updated every day and are signed by the in-charge of the department concerned once a fortnight which in turn are duly countersigned by the Principal at the end of the month.

Examination and Evaluation

The College Examination Branch deals with all types of examinations and evaluation both internal and external. The college strictly adheres to the evaluation schedules prescribed by the affiliating university in its almanac. The Evaluation includes both internal assessments, semester-end examination. The evaluation of the answer scripts is carried out by the university. The college is proactive in redressing the grievances of the students, if any, related to examinations. Internal Assessment Test consists of 20 marks (15 marks for written tests and 5 marks for Assignment) and is conducted twice in each subject, in every semester. And the remaining 80 marks are for semester-end written examinations.

Library, ICT and Physical Infrastructure / Instrumentation

The college was shifted from the old premises to the newly constructed building located in the Boys' Educational Hub in Survey No.68, Sangapur Road, Gajwel. The new building has three floors, one ground floor and two floors upstairs. Each floor has a carpet area of 30320 sft in each floor, making 90,960 sft altogether. There are 64 spacious well-ventilated and well-furnished rooms in all. Lecture Halls: 26 Department staffrooms: 10 Digital classrooms: 03 Equipped with an LCD

projector each Virtual classrooms: 01  
 with projector and interactive setup  
 Computer labs: 02 (with 96 computers)  
 Commerce computer lab: 01 (with 17  
 computers) TSKC Lab and English  
 Language Lab: 01(with 40 computers)  
 Library: 01 (3 computers) Reading room:  
 01 Information Centre for students:1  
 (in the library with 5 computers)  
 Conference Hall: 01 (Equipped with LCD  
 projector and audio system)  
 Laboratories: 09 Games and Sports  
 office:01 Indoor games room: 01 IQAC  
 Office: 01 Gymnasium: 01 Examination  
 Branch: 01 Dr BRAOU: 01 Administrative  
 Office:01 Principal's Chamber:01 Girls  
 waiting room: 01 Restrooms: 10 Store  
 rooms:03 Mana TV/ TSAT Hall:01 NCC  
 room: 01 For the optimum utilisation of  
 the resources available, various  
 committees have been constituted  
 comprising the Principal as the  
 Chairman, senior members of the faculty  
 as Convenors and other teachers as  
 members. These committees meet on  
 regular basis to discuss issues related  
 to their respective committees. In  
 order to utilise the facilities to the  
 maximum extent, representatives from  
 students also are nominated as members  
 in each of these committees. Support  
 facility such as hostel accommodation  
 is provided to the students. Students  
 hailing from far off places are given  
 priority while allotting accommodation.  
 Healthcare facility is also made  
 available to the students. The services  
 of the doctors available locally are  
 utilised to create health awareness  
 among students.

**Human Resource Management**

The college strongly believes that  
 the development of the institution is  
 dependent on Human resource and their  
 effective management. In the light of  
 the Objectives, the teachers are  
 provided with opportunities to update  
 their knowledge and skills through  
 Faculty Development Programme (FDP),  
 Orientation Programmes and the  
 Refresher Courses organized by the UGC-  
 Human Resource Development Centre  
 (HRDC)/ the Academic Staff Colleges  
 (UGC ASC) of various universities  
 within the state and in other states.  
 They are also encouraged to participate  
 in seminars, conferences, workshops,  
 etc. of state and national level, so as  
 to update their academic and research

	knowledge and skills.
Industry Interaction / Collaboration	The institution works towards the goal of industry-academia collaboration. Towards that end, the college encourages all the departments to collaborate with the industrial firms or firms located in the region. Consequently, the various departments of the college have executed Memoranda of Understanding (MoUs) or Collaborative Arrangements with various institutions/organizations. The year-wise MoUs are uploaded in the QnM templates. The collaborative arrangements are of mutual interest, as they help the students hands-on experience in the industries. Reciprocally, the staff members share their expertise in their knowledge domain with the industries.
Admission of Students	The college ensures wide publicity and transparency in the admission process through: <ul style="list-style-type: none"> <li>• Banners/Posters</li> <li>• Pamphlets</li> <li>• Advertisements</li> <li>• Alumni Association</li> <li>• Institutional Website</li> </ul> Selection lists are prepared by respective committees constituted for the purpose. Lists are displayed on the notice board specifying relevant dates. The selection is made on the basis of merit scrupulously following the rules of reservation. From 201617, the Government of Telangana adopted online process of admissions into the UG Colleges in the state. Since the college is a public funded institution, admissions are invariably made through Degree Online Services, Telangana (DOST) from 2016.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The institution corresponds with the Commissioner of Collegiate Education and with the affiliating university through their respective emails and websites. The details of the institution are updated from time to time through these platforms. In turn, these bodies also issue orders and circulars online. The details of the courses offered and facilities available in the institution are posted on the college website.
Examination	Examination fees collected and submitted to the university through



online Examination Application Form. Question papers for Semester-end/ Yearend examinations are downloaded by the examination branch on receiving a password from the university 30 minutes before the commencement of the examination. Marks of internal examinations are posted in the website of the university by the dates specified. From the academic year 201819, Digital Onscreen Evaluation system has come into effect. The students can get a photocopy of their valued answer script, if they want, on paying fee stipulated.

Administration

The activities carried out in the institution are monitored by the Commissionerate through mails. Particulars of student admissions and staff are uploaded on the website of the Commissionerate every year. Further, circulars related to various review meetings are sent through mails to which the institution responds in turn. College Administration and Information Management System (CAIMS) came into effect from 201819. The information about the students and faculty is made available on CAIMS which has five modules to provide services in different areas of services offered in the college.

Finance and Accounts

Most of the financial transactions, such as payment of salaries to staff through e-Kuber, payment of bills pertaining to purchase of various contingencies, collection of admission fees, payment of scholarships and reimbursement are made online. The College Administration and Information Management System (CA IMS) came into effect from 201819. The information about the students and faculty is made available on CAIMS which has five modules to provide services in different areas of services offered in the college, including Finance and Accounts Management (AMS) dealing with financial aspect of the institution.

Student Admission and Support

Up to 2016 the admissions were made offline, on the basis of merit. Ever since the government of Telangana has adopted online system for admissions through 'Degree Online Services, Telangana' (Dost), the first of its kind in the country, the admissions in the institution are made online. DOST

provides access to the students to pursue education in the institution of their choice across the state. Application and sanction of Student Scholarships is carried out through Electronic Payment and Application System of Scholarships (e-PASS) Internet facility is provided to students on campus. The college library has an information centre with five computers with internet connectivity. The students are allowed to use online learning resources such as Infilibnet and online journals. Students make use of computer systems available in the college to apply for admission into various universities. Bus passes issued by Road Transport Corporation are processed in the college and are forwarded for approval.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NA	NIL	NIL	0
2020	NA	NIL	NIL	0

[View File](#)

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Orientation Programme by IQAC	NA	13/09/2019	13/09/2019	17	5

[View File](#)

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course in Life	1	11/09/2019	25/09/2019	15

Science at UGC HRDC OU HYD				
FDP- Statisticsfor Engineers researchers at NIT warangal	1	27/05/2019	01/06/2019	6
FDP- Effective ways to develop E- content for Teaching Lerning at UGC HDC at PUNE	1	21/05/2020	30/05/2020	10
FDP-Open sources tools for Research at Ramanujam College, University college of Delhi	1	08/06/2020	14/06/2020	7
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
20	3	5	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employee Health Scheme, Medical Reimbursement, GPF Loans, Housing Loan, TSGLIF Loans	Employee Health Scheme, Medical Reimbursement, GPF Loans, Housing Loan, Vehicle Loan, TSGLIF Loan, Festival Advance	Scholarships, Fee Reimbursement, Concessional Bus Passes

**6.4 – Financial Management and Resource Mobilization**

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Government Degree College, Gajwel has a strong belief in the principle of transparency in all its academic and administrative functions. The same is the case with the affairs of finance. Since the college is a public funded institution, and in order to ensure financial accountability, the institution has devised an internal mechanism and is subjected to various external financial authorities in the form of audit. Internal financial audit: The institution has devised an internal mechanism to help in maintaining appropriate records related to financial management of the college. The internal mechanism consists of various committees and senior members of the staff who are experts in the field of accounting and financial aspects, especially from the Department of Commerce are drafted. In the college there are the Staff Council, Internal Audit Committee, Pay Fixation Committee, and Income Tax Calculation Committee are involved in the process. The committees meet and discuss various issues of financial prudence. However, the committees are advisory in nature and work under the overall supervision of the college

Principal. External financial audit: There is a formal and well-established mechanism in conducting the external audit of the institutional financial matters. The External Audit is periodically conducted by the Regional Joint Director, Collegiate Education, Warangal, the Commissionerate of Collegiate Education (CCE), Telangana State, and the Accountant General (AG). Especially at the time of the retirement or superannuation of the Principal, the AG/RJD CE conducts an in-depth financial audit.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	NA
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

0
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCE	Yes	IQAC
Administrative	Yes	CCE	Yes	The Principal

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Students Performance Review 2. Students Regular Attendance to college 3. Students Home study 4. Supervising their wards not to get addicted to the Social Media, such as Facebook, WhatsApp, etc.
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6.5.3 – Development programmes for support staff (at least three)

1. Providing On Duty facility for attending Seminars, Workshops and symposium 2. Medical Reimbursement 3. Encouragement for submitting proposal for MRP like research activities 4. Encouragement for submitting proposal for Seminars, Workshops and symposium
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

Orientation Programme on NAAC A and A Regular Meetings in order to prepare for the NAAC 3rd Cycle Assessment Preparation of SSR, Attending Workshops on Revised Framework Indicators
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	No
b)Participation in NIRF	No
c)ISO certification	Yes
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Orientation	13/09/2019	13/09/2019	13/09/2019	22

	Programme by IQAC				
2020	ISO Certification	07/02/2020	07/02/2020	07/02/2020	20
<a href="#">View File</a>					

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Savithri Bhai Phule Birth Anniversary Celebration	26/11/2019	26/11/2019	35	95
International Women's Day	07/03/2020	07/03/2020	28	55

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>The institution is environmentally conscious and takes many green initiatives such tree plantation drive every year as part of the NSS activities. The college is also at forefront in water harvesting during rainy season. In order to reduce the power consumption, the institution believes in the motto 'power saved is power produced' and has taken the following possible measures towards the sustainable and alternate energy initiatives such as: 1. Class rooms in the college are wellventilated, as a result of which natural air and sun light reduces the consumption of electricity. 2. LED bulbs are installed in the Principal's Chamber and Administrative Block which is very much helpful in cutting down the electricity bill. 3. The institution has dug two water harvesting pits on the campus during the year. 4. Two Photovoltaic solar panels with capacity to produce 1 kVA, Inverter, and two batteries have been installed as a measure of sustainable energy initiative.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	4
Scribes for examination	Yes	0
Special skill development for differently abled students	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to	Number of initiatives	Date	Duration	Name of initiative	Issues addressed	Number of participating
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	address locational advantages and disadvantages	taken to engage with and contribute to local community					students and staff
2020	Nil	1	16/09/2019	1	Ozone Day Celebration	Environmental Awareness	52
2019	Nil	1	30/08/2019	1	Telangana ku Harithaharam	Tree Plantation	156
<a href="#">View File</a>							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for the Stakeholders	11/07/2019	The institution gives top priority to character building of the students. In order to achieve the objective, measures such as the course such as Human Values and Professional Ethics (HVPE) has been introduced and well received by the students and teachers. Similarly, every year a handbook containing the courses offered in the college, the physical, academic and student support facilities available on the campus, other useful information pertaining to the college. It also includes rights and obligations of the stakeholders.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Surgical Strike and Implication	30/09/2019	30/09/2019	185
National Voluntary Blood Donation Day	01/10/2019	01/10/2019	56
<a href="#">View File</a>			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The College ground is fully filled with trees. We have a team of teachers, who regularly monitor the garden maintained by students. Clean and green programs

are conducted regularly to maintain green and healthy environment of the college campus. Under the green initiatives and waste management as already pointed out, paperless office correspondence is being carried out to a large extent. In the classrooms most of the solid waste is in the form of papers.

Paper waste causes release of methane which in turn causes damage to the people's health. In order to avoid this, the students are taught with the help of ICT techniques and also video lessons. Under the MOOCS online education program, the students are provided with internet link pertaining to the concerned subject video classes. Thus the method of teaching also provides unique learning experience to the students. Thus method also improves communication skills of the students. As a part of green initiatives and beautification of the campus, potted plants are placed in the front yard of the campus. Plants with flowers are adding beauty and serenity of the campus.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

Government Degree College, Gajwel, Siddipet District Department of Botany Best Practice 1. Title of the Practice: A Study on the Solid Waste Management and its Utilization 2. Objectives of the Practice: The practice has been implemented with the following objectives. a. To make the students aware of the proper disposal procedure of the waste. b. To sensitize the students towards the fact that the dumped waste is useful as biofertilizers. c. To familiarize the students with the process of recycling of the collected waste. d. To get the students to know that the processed waste can yield economic products like biogas and bio-manure. e. To make the students aware of the fact that the proper disposal of the waste keeps away stinking problems. 3. The Context: The ever-increasing urbanization has thrown up many challenges to policy makers and administrators. The magnitude of the generation of the waste requires a more focused approach to its management. Hence the solid waste management has become a science involving the issues of the control of waste generation, its collection, transfer and transport, storage for processing and finally, its disposal on the basis of the principles of public health, economics, engineering, conservation of energy and environment, etc. The waste management practices are: recycling, composting, incineration and land filling or open dumping. It is in this context that the Department of Botany has proposed to conduct a study of the practices being adopted by the Municipality of the Siddipet Town for the management of solid waste. 4. The Practice and its Uniqueness: The Students of B.Sc. along with the staff members of the Department of Botany conducted a field survey at the Resource Park, Mandapally, 10kms away from Siddipet town and collected all the data from the dump yard. It was found that the collected waste is segregated into dry and wet. While the dry items are sold out, the wet waste is kept in heaps, which are in turn processed for 3 different purposes of making of: a. Vermin Compost b. Decomposing c. Bio-gas Process: It was found that the management of municipal solid waste is done in a 5-step process: Step I- Curing of heaps. Step II- Formation of Black Colour Compost. Step III- Cutting of Compost into small pieces. Step IV- Mixing of Earthworms. Step V- Compost ready to be sold out (Rs 5/kg). 5. Evidence of Success: A novel idea introduced by municipality was brought out into society at both campus level and household level. Awareness is given continuously to all institutions at campus where pits measuring 3 X 3 feet (3 square feet) have been dug in the college hostel and daily household wastes, including the left-over food is being dumped, and were mixed with earthworms and curing was done for 100 days. In our campus hostel building is in vogue for this practice and they are preparing compost like this and utilizing for plants, which is a good source of bio-fertilizers. Such compost is rich in nutrients too. 6. Problems of Encountered and Resources Required: The following problems are encountered during the implementation of the

practice: ? More awareness should be bought by the municipality to the general public. ? Agricultural market, co-operatives can also cater to the program. ? The farmers should be encouraged go for vermin-compost in a big way. ? The utility of bio-gas should be explained to the people in a more rigorous manner. ? People should be advised to separate dry and wet waste at the household level, i.e., at the generation level. 7. Notes: Follow up work: Awareness program should be organized on other educational institutions and other campuses. The institutions which dig up their pits in the building and prepare the compost with left over's should be encouraged with incentives to have a spill over effect. The college considers the program a continuous practice.

Department of Political Science Best Practice Title: Democratic and Citizenry Values Objectives: The practice is being implemented in order to achieve the following objectives: ? To inculcate Participatory Democratic, Citizenry values among the young minds. ? To create awareness about Constitution and its core values such as equality, liberty, justice, rights and duties. ? To educate about voter enrollment and electoral participation. ? To imbibe Public Policy making processes among the students. ? To create awareness about the functioning of democratic institutions such as Parliament and other legislative bodies. Context: India is the largest democratic country in the world. Democracy is considered as the best form of the government in modern times. The success of democracy depends on the active participation of the citizens. The vigilance of the citizens makes the democratic governments to formulate the policies which are useful for the betterment of the country as well as the people. In this context the department of political science has undertake the responsibility to create awareness about the importance of constitution, democratic institutions, and the active participation of the people in the policy making and implementation process. Its Practice: The department is organizing voter enrollment campaign in the campus and nearby community. It initiates actions to motivate the voters to utilize their right franchise in fair manner through rallies and public meetings. It gets involved in creating awareness about the facilities provided by the electoral authorities to accessible to all visiting State Legislative Assembly for practical knowledge and conducting mock polling, organize mock parliament. Evidence of success: Here are many visible and concrete evidence of this practice: 1. The voter enrollment is improved both in campus and community. 2. Voting percentage improved. 3. Student's participation in the mock polling and mock parliament improved. Problems Encountered and Resources Required: While the practice is being implemented the following problems have been faced with: 1. Some times less response from the people. 2. Less response to cost their vote 3. Money, muscle, cast, and other corrupted practices 4. Inadequate Time 5. Support from officials, targeted community, media and other civil society organizations. The GDC Gajwel is a public funded institution and is always in the forefront in propagating the democratic principles. Every graduate institution has to open a Voter Enrollment Center in order to encourage to the students participate in all activities which are helpful to learn the democratic ideas and ideals.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://ccets.cgg.gov.in/Uploads/files/buttonDetails/9001.pdf>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

As the process of fulfilling India's educational obligations the State Government of the then Andhra Pradesh has established the Government Degree College at Gajwel in the erstwhile Medak district of Andhra Pradesh in the year 1997 on the initiatives of the then local MLA Dr. Vijaya Rama Rao. Since the



inception, this institution has been providing needbased higher education at an affordable cost to the rural youth from far. It was accredited by NAAC with "B" Grade in the year 2006 in the 1st Cycle of NAAC Assessment and Accreditation was reaccreditation again with "B" in the 2nd Cycle in the year 2012. And now the institution is preparing for the 3rd Cycle of NAAC Assessment and Accreditation. The college has well defined Vision, Mission and Core Values which reflect the unique characters of the Institution, needs of the students and value orientation. They are communicated to all its stakeholders. The college was established to bring out the innate potential of the rural poor of Gajwel, a small town in Siddipet District. The mission of the college is to provide quality education to students from all strata of the society. The College, being affiliated to Osmania University, has to conform to the norms set by the State in matters of administration and instruction within the broad framework of a set curriculum. The college addresses itself to a wide range of students' needs by introducing new selffinanced courses to meet the ever changing requirement and employability through the B.A., B.Com., and B.Sc. programmes with specializations and with different courses combinations. The Vision, Mission and Core Values and even the emblem of the institution reflect the commitment of the college towards social change and nation's progress.

**VISION** To provide an enabling educational environment in which individuals realize their innate potential and transform themselves into knowledgeable, skilled leaders with humane and societal commitment

**MISSION** The GDC Gajwel is committed

- To create an enabling educational environment using effective pedagogical methodology and advanced technological means
- To transform the students into a globally competitive human beings with required knowledge, skills and values
- To sensitize the young minds towards the universal values of truth, non violence, honesty, integrity and universal brotherhood
- To foster an unwavering faith in harmony between humanity and nature and environment
- To provide a platform to develop the students into a multifaceted human resources

**CORE VALUES**

- Foster the service motto
- Strive for excellence
- Inculcate ethics and values
- Foster universal brotherhood
- Respect for nature and environment

**INSIGNIA** The college logo consists of the Rising Sun in the backdrop symbolizing enormous energy giving light and enlightenment the 'Purna Kumbha' symbolizing prosperity and completeness the Veena, representing goddess Saraswathi - goddess of education and learning and two branches of leaves representing love for nature and environment. The logo comprises a line extracted from the Shanti Mantra from the Brhadaranyaka Upanishad 'Thamaso ma jyotir gamaya' which means "From darkness, lead me to light". This Upanishadic line is adopted

Provide the weblink of the institution

<https://ccets.cgg.gov.in/Uploads/files/buttonDetails/9009.pdf>

## 8.Future Plans of Actions for Next Academic Year

The Government Degree College prepares a Plan of Action for the next academic year, i.e., 2019-20 which includes the following aspects of academic quality enhancing measures. The institution strives hard

- to prepare and submit the SSR as part of NAAC 3 rd Cycle Reaccreditation,
- To send the proposals for the establishment of a Central Research Laboratory in the college to enhance the research aptitude and activity,
- To send the proposals for the construction of a dining hall for students,
- To encourage the students to come up with study projects for the Jignasa 2019-20
- To motivate the students to actively participate in the various events conducted as part of Yuvatharangam 2019-20,
- Our College administration and Staff Council have planned to take initiatives on for both academic and technical collaboration with the nearby industries and other organization. This memorandum of understanding (MOU) is to conduct the training programs to the students apart from the study tour and knowledge sharing. MOU's will strengthen the collaborative activities between the two

institutions with that benefit the ultimate stakeholders, i.e., the students. • To inculcate the research attitude students of UG and PG are encouraged to perform the research activities via project. • To create awareness about the recent trends in various subjects, the institute has a vision to plan to conduct the workshops and seminars. • To conduct the important day celebrations like earth day, ozone day and birth days of esteemed personalities • Conduct of elocution and essay writing competition to promote and improve analytical skills in the student community • To promote the clean and green campus via planting trees and maintaining cleanliness. • To conduct feedback evaluation system for both teaching and nonteaching faculty.