

# **ANNUAL QUALITY ASSURANCE REPORT (AQAR)**

**2015-16**

**SUBMITTED TO**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
(NAAC)**

**BANGALORE**



## **GOVERNMENT DEGREE COLLEGE AGRAHARAM**

Affiliated to Satavahana University

Re-Accredited with 'B' Grade by NAAC

Vill: Agraharam, Mdl: Vemulawada – 505 302

Karimnagar (Dt.)

Telangana

## Part – A

AAPR for the year

2015-16

### I. Details of the Institution

1.1 Name of the Institution

Government Degree College, Agraharam

1.2 Address Line 1

Vill. Agraharam

Address Line 2

Mdl: Vemulawada

City/Town

Dist: Karimnagar

State

Telangana

Pin Code

505302

Institution e-mail address

Knr.agraharmjkc@gmail.com

Contact Nos.

08723-210459

Name of the Head of the Institution:

Sri. K. Laxmi Narsaiah

Tel. No. with STD Code:

08723-210459

Mobile:

9440338459

Name of the IQAC Co-ordinator:

Smt. K. Umakiran

Mobile:

9177990807

IQAC e-mail address:

iqacgdcagraharam@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

APCOGN13134

OR

1.4 NAAC Executive Committee No. & Date:

EC/PCRAR/65/14 Dated Oct 25, 2013

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

www.agraharamgdc.org.in

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B <sup>+</sup>	3.00	2007	2012
2	2 <sup>nd</sup> Cycle	B	2.16	2013	2018
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

23/1/2007

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

- i. AQAR - 2012-13 submitted to NAAC on 14/11/2013\_\_\_\_\_ (DD/MM/YYYY)
- ii. AQAR - 2013-14 submitted to NAAC on 16/12/2014\_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR - 2014-15 submitted to NAAC on 26-11-2015\_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR\_\_\_\_\_ (DD/MM/YYYY)

1.9 Institutional Status



UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes

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

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

## 2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

1. "Women issues" on women equality day.
2. Telugu Basha dinostavam, Telangana basha dinostavam.
3. "Healthy living – Diabetes" on diabetes day 14-11-2015.
4. Importance of Blood donation.
5. "Safe and healthy food, theme of national consumer day 2015.
6. Importance of voter and role of voters in democracy.
7. World human rights day

## 2.14 Significant Activities and contributions made by IQAC

- To follow all the suggestions given by Naac peer team to improve the standards of the institution in curricular and Co curricular activities.
- Conducted remedial classes for slow learners.
- Provided coaching for P.G entrance exams, competitive exams.
- Encouraged faculty to use ICT in teaching learning process.
- Conducted various awareness programmes.
- Celebrated various significant days like Education Day, Flag Day, AIDS Day, Diabetes Day and Conducted Programmes on this occasion.
- Initiated to take students to district level and state level competitions in sports and cultural activities.
- Conducted Orientation Programme for First year students.
- Conducted project display day
- Initiated to conduct social responsibility activities
- Adopted teacher counsellor system for providing academic guidance to the students.
- Documentation of College activities.

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
<p>1.To take all the steps to improve pass% in all subjects.</p> <p>2.To execute institution curricular and co-curricular plan.</p> <p>3.To encourage faculty members to attend Workshops to update their knowledge.</p> <p>4.To encourage depts. to initiate to arrange extension lecturers.</p> <p>5. To encourage departments to arrange awareness programmes on social issues for the benefit of the students.</p> <p>6.To continue to conduct career guidance programmes.</p> <p>7.To encourage students to participate in sports and cultural and literary competitions .</p>	<p>1. conducted remedial classes and study hours, teachers counsellor system has been introduced to guide the students.</p> <p>2. Executed institution curricular and co-curricular plan and conducted activities as per the schedule.</p> <p>3. Faculty members from department of Telugu &amp; botany attended 2 international seminars and presented papers. Faculty members of Telugu, Commerce, and Botany attended 4 national seminars. Faculty members Telugu &amp; English attended one state seminar.</p> <p>4. Name of the Dept - No. of Extension Lecturers Telugu - 03 Commerce - 03 Economics - 01 Chemistry - 01 Botany - 01</p> <p>5. Red Ribbon Club – Importance of Blood Donations NSS – Swatcha Bharath NSS and Red Ribbon Club - AIDS awareness Consumer club - consumer rights</p> <p>6. Conducted career guidance programme for final year students on opportunities after graduation in job market and higher education. Department of Political Science and career guidance cell organised a programme on police recruitment board exams syllabus. Career guidance in collaboration with stepkar - affiliated ministry of human resources Telangana State organised a programme on how to prepare for public service commission exams. Provided coaching for police constable exams.</p> <p>7. 20 students participated at District level literary competitions and 02 students got I prize in poetry writing and elocution, 02 students participated in state level competitions and got Ist prize in elocution.</p>

<p>8. To motivate students to attend Job Melas.</p> <p>9. To organise Programmes of Cultural Importance and encourage aesthetic skills and interested of students.</p> <p>10. To conduct Social service activities</p> <p>11. To organise field trips.</p> <p>12. To continue remedial classes</p>	<p>20 students participated in District level sports competitions 10 students got 2<sup>nd</sup> prize. 01 students participated in state level chess competitions got 1<sup>st</sup> prize.</p> <p>8.JKC students attended Job melas.</p> <p>9.Literary and Cultural club organised celebrations of state festival ‘Bathakamma’ in College premises. Hobby day was conducted every last Saturday and conducted activities on painting, craft, dance, food mela, rangoli, singing, poetry writing.</p> <p>10. Conducted Swachch Bharath Programmes and its awareness programmes in surrounding villeges. Visit to AIDS patients rehabilitation centre. Conducted a rally on promotion of ECO friendly Ganesh idols</p> <p>11. Dept of Telugu, History, Commerce, Sciences arranged field trips.</p> <p>12. Remedial classes have been conducted by all departments.</p>

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

2.15 Whether the AQAR was placed in statutory body    Yes        No   

Management        Syndicate        Any other body   

Provide the details of the action taken



## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	5		2	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	5		2	
Interdisciplinary				
Innovative				

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

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

Pattern	Number of programmes
Semester	
Trimester	
Annual	Annual

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students

(On all aspects)

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

*\*Please provide an analysis of the feedback in the Annexure:Enclosed*

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

NA

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

Nil

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
12	12	-		

2.2 No. of permanent faculty with Ph.D.

02

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	Nil								

2.4 No. of Guest and Visiting faculty and Temporary faculty

1

-

7

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	7	2
Presented papers	1	3	-
Resource Persons			-

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

- Conducted Students seminars by all departments
- Peer to peer teaching classes
- Made all efforts by faculty members to make class rooms learner centred and conducted regular activities group discussions students seminar quiz debate etc..
- ICT tools like OHP,PPT, Video Lessons, Interactive board were used by faculty members.
- Motivated students to present seminar by preparing PPTs.
- Students were given small student study projects to develop research attitude among the students and project display day was conducted after submission of all projects in the departments.
- Extension lectures by experts are organised in various fields.
- Field trips were arranged.

180

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

2.8 Examination/ Evaluation Reforms initiated by  
the Institution (for example: Open Book Examination, Bar Coding,  
Double Valuation, Photocopy, Online Multiple Choice Questions)

Not Applicable.  
Followed University norms.

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

Nil

Nil

Nil

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise  
Distribution of pass percentage:

Title of the Programme	Total No. of Students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	62	4.5%	40.9%	36.3%	18.1%	46.6%
B.Com	46	12%	56%	32%	-	54.3%
B.Sc	18	25%	75%	-	-	66%

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

- Conducted internal Exams like Unit tests, term exams, pre- final exams and analysed Performance of test.
- Remedial classes were conducted
- Feedback forms have been taken from the students on teacher performance.
- By conducting review meetings in every month to discuss on curricular and co-curricular activities of all department.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	1
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	1
Others	Nil

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	6	2	1	
Technical Staff				1

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Research committee was constituted and Faculty members are motivated to attend National & International Seminars and present papers
- Faculty members are motivated to pursue research work in their concerned subjects and apply for MRPs.
- Students are given small study projects by all faculty members to develop research attitude among them and organised project display day on 05-02-2016.
- The circulars regarding seminars, workshops & conferences are circulated to the faculty.

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

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

#### 3.4 Details on research publications

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

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

Range       Average       h-index       Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences Organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	1
Sponsoring agencies	Nil	Nil	Nil	Nil	1] National Book Trust 2] Stepkar Ministry of Human Resource of Telangana State

3.12 No. of faculty served as experts, chairpersons or resource persons: 0

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	1	Nil	Nil	Nil

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="Nil"/>
National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="Nil"/>
National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="Nil"/>
National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="0"/>		
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="2"/>	Any other	<input type="text" value="-"/>

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

- Conducted awareness program and rally on 14-09-2015 in village in Chandragiri to offer puja to ECO friendly ganesh idols and to avoid pop
- Faculty members visited AIDS patients' rehabilitation centres Agraharam Village and two of our staff members donated Rs: 4,000/- .
- Conducted Swachh Bharath Programmes in village.



## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	25 acres			25 acres
Class rooms	12			12
Laboratories	1			1
Seminar Halls	1			1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	--	-		-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-		-
Others	-	-		-

#### 4.2 Computerization of administration and library

- ICT has been integrated in college activities and in teaching learning processes.
- Admissions Section , Fee Collection section, Examination Sections are computerised
- Library automation has been completed.
- Internet facility is made available in college only through temporary modems.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4144	-	3291	39990	8435	-
Reference Books	1965	-	198	-	2163	-
e-Books	-	-	-	-	-	-
Journals	-	-	21	19000	21	19000
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	1842	-	-	-	1842	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	54	1	-	-	-	1	15	-
Added	30	-	-	-	-	-	-	01
Total	84	1	-	-	-	1	15	01

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

- Due to non availability of signal, Internet access is not available to all the departments.
- Dept. Of Computer Science gave training to arts & Commerce students on basics of computer & Internet Usage.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	4,495
ii) Campus Infrastructure and facilities	14,620
iii) Equipments	22,000
iv) Others	52,715
<b>Total :</b>	<b>92,830</b>

## Criterion – V

### 5. Student Support and Progression

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

- Conducted orientation programme for I yr students
- Students were informed about activities of the college from time to time through circulars and notice boards.
- Students are motivated to participate in all academic activities and co-curricular activities.

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

- Results were analysed and took steps for further improvement.
- Conducted review meeting with all faculty members on completion of syllabus and department activities as per teaching plan.
- Analysis of internal exams & conducted remedial for slow learners
- Encouraged faculty to adopt innovative teaching methods like group discussion, student seminars etc.
- Staff & students are motivated to attend & present papers in seminars.
- JKC prepare students for Job Meals.
- MANA TV Program providing opportunity to watch EDu sat Program
- Teachers counsellors allotted to each class to monitor students' progress in curricular and co-curricular activities.
- Conducted co-curricular activities by various clubs literary and cultures NSS and consumer club and red ribbon club.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
304	-	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Men	No	%	Women	No	%
	189	62.17		115	37.82

Last Year 2014-15						This Year 2015-16					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
11	226	15	261	-	513	7	131	10	156	-	304

Demand ratio: %      Dropout ratio:

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

- Career Guidance cell in collaboration with stepkar- department of youth services Telagana State organised programme on how to prepare for public service commission exams and other competitive exams. Mr. Iqbal Ali, CEO STEPKAR, B. Ravindar Dist: Employment Officer Karimnagar, Bikshu Nayak, RDO, Sircilla were resource persons of the day.
- Department of political science organised awareness programme on police recruitments board exams.
- Many books are made available in library for competitive exams.
- JKC also play an important in enhancing logical, arithmetic & communication skills of students for competitive students.

No. of students beneficiaries : 100

5.5 No. of students qualified in these examinations

NET	NA	SET/SLET	NA	GATE	NA	CAT	NA
IAS/IPS etc	NA	State PSC	NA	UPSC	NA	Others	NA

## 5.6 Details of student counselling and career guidance

- Conducted one day orientation programme for I yr students.
- Conducted an awareness programme on opportunities after graduation for III Yr students.
- Preparing students to attend Job Melas.
- Through informal talks in class rooms and periodic guidance and counselling.
- Department of political science provided coaching for police recruitments board exams [police constable].

No. of students benefitted: 100

## 5.7 Details of campus placement

<i>On campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
	03	-	-

## 5.8 Details of gender sensitization programmes

- Women Empowerment cell organised an awareness programme on “Eve teasing and how to handle situations” and activities of internal complaint cell on 06-08-2015.
- Organised students seminar on “Women issues” on women equality day 26-08-2015 Smt. S. Shailaja, Director of Roja Beauty school, Karimnagar was invited as guest.

## 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ **University level**  National level  International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	88	Rs: 5,97,910 /-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: -Nil-

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

Vision:

To impart quality education to socially & economically disadvantaged students who hail from rural areas and empower them to become self reliant and mould them as responsible citizens.

Mission:

- To cater to the academic needs of the students of various sections of society with employability skills, Career Orientation & Multi Skill development program.
- To encourage the innate talent of each student & help them to experience the ‘Pleasure of learning’
- To help students to build self – confidence & face challenges of life in present & Future.
- To provide facilities to acquire knowledge of good quality.
- To conduct various programmes to create research environment and develop research attitude and aptitude among the students.
- To develop discipline, good character and god habits among students.

#### 6.2 Does the Institution has a management Information System

No

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

##### 6.3.1 Curriculum Development

- Followed University Syllabus.
- Provided study materials to the students for foundation courses like Indian heritage and culture, Human values and ethics, and Science and civilization.

### 6.3.2 Teaching and Learning

- Computer aided learning is given to all the students
- AV Aids and ICT tools were used by all departments.
- Students were encouraged to prepare PPTs & present in student seminars.
- Feed back is taken from students on teacher performance & to take steps for improvement.
- Interactive teaching learning activities like group discussion peer teaching students seminars etc have been conducted.
- Exposing students for out-door learning through field trips and taking them to student seminars.

### 6.3.3 Examination and Evaluation

- Followed University norms and Schedule.
- Internal exams (2 unit tests, 2 term exams, pre-final exam) were conducted, and analysed results to conduct remedial classes.

### 6.3.4 Research and Development

- Student study projects were given by all departments to cultivate research attitude among them and initiated to conduct project display day.
- Field trips were arranged to provide practical knowledge to the students.
- Staff members are motivated to improve API score by attending seminars, conferences and workshops.
- Many journals are available in library for faculty.
- Research committee was constituted with experienced faculty members.

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

- Well – equipped Gym with experienced physical education director.
- Construction of five class rooms has been completed.
- Library user orientation programme has been organised.
- Computer training has been given to non computer science students.



### 6.3.6 Human Resource Management

- The college has adequate number of qualified staff to handle all courses.
- Staff members are encouraged to attend Seminars/ Workshops.
- Through various clubs of the college all the Lecturers are involved in all college activities.

### 6.3.7 Faculty and Staff recruitment

- Since College is affiliated to state government Institution can't recruit faculty or staff.

### 6.3.8 Industry Interaction / Collaboration

- College has Constructive relationship with NBT (National Book Trust) (Ministry of Human resource – Govt. Of India)

### 6.3.9 Admission of Students

- Efforts are made by the staff to increase intake capacity in all courses esp. in Sciences.
- Visited many junior colleges in surrounding villages and motivated them to join in college which has many facilities & can provide opportunities compared to other colleges.
- Advertised through Paper Pamphlets – with all details of achievements of Students & faculty members, regional newspapers and local cable network.

### 6.4 Welfare schemes for

Teaching	O.D is provided for attending seminars/ workshops
Non teaching	
Students	Meritorious students have been honoured.

6.5 Total corpus fund generated: 1

Nil

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Academic Audit Team from Commissionerate of Collegiate Education Telangana, Hyd. On 04-03-2016	Yes	
Administrative	-	-	-	-

6.8. Does the University/ Autonomous College declare results within 30 days?

For UG Programmes      Yes  No

For PG Programmes      Yes  No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

➤ Since the college is affiliated to Satavahana University, It follows University norms

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

➤ Not Applicable.

6.11 Activities and support from the Alumni Association

➤ Alumni Association provides support to conduct activities and development of the college.

6.12 Activities and support from the Parent – Teacher Association

➤ All the faculty members under the Chairmanship of Principal maintained good relation with parents & guardians.

➤ Faculty contact parents in the matter of performance of the students.

#### 6.13 Development programmes for support staff

Motivational talks

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

- NSS Activities
- 1. Plantation under Haritha Haram Programme
- 2. Campaigning not to use plastic bags.
- 3. Swachh Bharath in college premises.

### **Criterion – VII**

#### **7. Innovations and Best Practices**

7.1. Innovations introduced during this academic year which have created a positive impact on the Functioning of the institution. Give details.

- Conducted Student seminars by using PPTs.
- Conducted Remedial classes for slow learners.
- Conducted various awareness programmes to enlighten students on social issues.
- Field trips.
- Student study projects
- Well equipped Gymnasium & Gym activities.
- Coaching for competitive exams as well as PGCETs.
- Peer-to-Peer teaching.
- Faculty forum has been formed with the objective to exchange and share ideas with the peer group.
- Swachh bharath activities.

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

Academic coordinator and IQAC prepared institutional curricular and co curricular plan for 2015-16 in the month of June as per Commissioner ate of Collegiate Education, Hyd. Calendar. As per the plan all the curricular and co curricular activities have been conducted successfully and it gave positive impact on teaching learning process.

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

1. Faculty forum.
2. Kalusukundam – Telusukundam [Know, Meet & Interact with an eminent person].

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

7.4 Contribution to environmental awareness / protection

- Celebrated Vanamahothsvam
- Conducted Plantation under Haritha Haram Programme.
- N.S.S Students campaigned in surrounding village not to use plastic bags.

7.5. Whether environmental audit was conducted? Yes  No

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

Strengths:

- Qualified and Experienced faculty.
- College is located in pollution free & Eco Friendly Surrounding area.
- Well equipped Gym with well experienced physical director.
- Spacious seminar hall with 250 seating capacity.
- JKC to impart employability skills.

Weakness:

- In adequate class rooms for Science sections.
- Since college is located in remote and hilly area transportation is difficult for girl students.
- Non availability of Broad band Signals.
- Insufficient computers for all departments.

Opportunities:

- Construction of hostel facility for girls.
- Scope for future expansion of building
- Scope to start NCC wing and NSS unit for girls.
- Offering need based short term career based certificate courses.

Challenges:

- Threat to college building from tremors of stone crushers & blasting nearby the college.
- Declining number of admissions over past few years, due to increase in number of private colleges.
- Improving communication and computer skills as per the demand of job market.

## 8. Plans of institution for next year

- To improve pass percentage in all courses.
- To establish smart class rooms to make effective use of ICT in teaching learning process.
- To make science laboratories well- equipped.
- To pursue authorities to get LAN connection through BSNL so that Internet & Computers can be used in all departments.
- To conduct research oriented workshop for the faculty members.
- To motivate teachers to apply for minor research projects.
- To organise more gender sensitisation programmes through women empowerment cell.
- To provide better infrastructure facilities for student support activities of career guidance cell, JKC, health centre, examination branch.
- To provide coaching for competitive exams for final year students.
- To make success of Telagana State knowledge centre programmes to enhance employability skills and soft skills of the students.
- To submit the proposals to introduce PG Courses MA [English, Economics], M.Com

Name: *K.UMAKIRAN*



*Signature of the Coordinator, IQAC*

Name: *K.LAXMINARSAIAH*



*Signature of the Principal*

\*\*\*

## Annexure I

### Academic Calendar

#### A. Curricular Plan

##### ACADEMIC CALENDER 2015-16 Curricular Plan

June I Week	Commencement of JKC I Batch / started on 27-07-2015
June I Week	Preparation of Intuition
June I Week	IQAC Meeting with all departments / 24-06-2015
June II Week	Commencement of II & III Year class / 08-06-2015
June II Week	Results Analysis Remedial classes / 13-06-2015 to 20-06-2015
July I Week	Commencement of I Year class / 01-07-2015
July II Week	Commencement of Student centric activities / seminars field trips arranged in all departments
July III Week	Staff council meeting / 18-07-2015
August I Week	IQAC Meeting with all departments / 06-08-2015
August III Week	First Unit Test / conducted on 03-09-2015 to 05-09-2015
August IV Week	Add on courses workshop
August III Week	Staff council meeting / 22-08-2015
August IV Week	Career council programme / conducted on 13-11-2015
September I Week	Field visits and Guest Lecturers / conducted
September I Week	IQAC Meeting with all departments
September II Week	CPDC meeting and parents meeting
September II Week	Feedback forms from the students / 12-09-2015 to 19-09-2015
September III Week	Staff council meeting / 22-08-2015
September IV Week	Second Unit Tests / conducted on 06-11-2015 to 07-11-2015
October I Week	IQAC Meeting with all departments
October I Week	Winter Vacation
October II Week	Project Display day / conducted 05-02-2016
October II Week	JKC Day
October III Week	Staff council meeting
November I Week	IQAC Meeting with all departments / 06-11-2015

November I Week	Conducting coaching classes for Ed.CET, PG CET / 02-11-2015 to 14-11-2015
November III Week	Third Unit Test / 19-11-2015 to 21-11-2015
November III Week	Staff council meeting
December I Week	IQAC Executive Meeting with all departments
December I Week	Conducting coaching classes for Ed.CET, PG CET / 01-12-2015 to 10-12-2015
December II Week	Term Exams / conducted 30-12-2015 to 02-01-2016
December III Week	Staff council meeting
January I Week	IQAC Meeting with all departments
January III Week	Staff council meeting
January III Week	Pre-Final Exams / 01-02-2016 to 06-02-2016
January IV Week	Conducting coaching classes for Ed.CET, PG CET and carrier gaudiness cell / 23-01-2016 30-01-2016
January IV Week	Intensive Examinations preparation programme /
February I Week	CPDC member meeting
February I Week	IQAC Meeting with all departments / 06-02-2016
February II Week	Last Instruction day / 12-02-2016
February II Week	Commencement of Practical Exams
February II Week	Remedial classes
February III Week	Staff council meeting
March I Week	IQAC Meeting with all departments / 05-03-2016
March II Week	Annual Theory Exams
April I Week	Staff council meeting
April I Week	Preparation of annual academic performance report / submission of IQAC report to naac <a href="mailto:tgce@gmail.com">.tgce@gmail.com</a> , Preparation of Annual Academic Plan and Financial Plan for 2016-2017
April	Conducting coaching classes for Ed.CET, PG CET and carrier gaudiness cell activities



B. Co--curricular Activities conducted in 2015-16

Date	Activity	Conducted by
2-06.2015	Telangana formation day	All staff members
June II Week	Campaigning to improve intake capacity	All faculty
14-06-2015	Awareness programme on Necessity of Blood donation	R.R.C
28-06-2015	Birth anniversary of PV Narsimha Rao	Dept. of Telugu
27-06-2015	Swacha Bharath	N.S.S
06-07-2015	Orientation Programme for I Years	IQAC
09-07-2015	Anti ragging campaign	WEC
16-07-2015	JKC day	JKC
11-07-2015	World Population day	NSS
23-07-2015	Swacha Bharath, Hobby day	NSS & Literary Club
29-07-2015	Telangana Haritha Haram, Social Responsibility cell awareness programme	Haritha Haram committee
06-08-2015	Birth Anniversary of Acharya K. Jaya Shankar	Literary Club
15.08.2015	Independence Day	All
22-08-2015	Swacha Barth Hobby day – Dance, Music, Skits	NSS & Hobby day committee
26-08-2015	Women Equality day	Women empowerment cell
28-08-2015	Consumer awareness programme	Consumer club
29-08-2015	Telugu Basha Dinotsvam	Dept. of Telugu
29-08-2015	Eco fest - Environment protection related competition	Eco Club
26-08-2015 to 29-08-2015	ICC awareness programme	ICC
05-09-2015	Gurupujothsavam	Student committee
09-09-2015	Birth Anniversary of Kaloji Narayana Rao	Dept. of Telugu
14.09.2015	Rally on Eco friendly Ganesh Idols	Social Responsibility Cell
24-09-2015	NSS Day	NSS
26-09-2015	Swacha Barth Hobby Day – Photo, Painting Exhibition	N.S.S & Hobby Day committee
02-10-2015	Gandhi Jayanthi	NSS
16-10-2015	World Dictionary	Language Form
24-10-2015	Swacha Barth	NSS
31-10-2015	National Integration day	IQAC
04-11-2015	Bathakmma Sambaralu	Literary Cultural Club
11-11-2015	National Education day	IQAC
14-11-2015	World Diabetes Day awareness programme	IQAC
14.11.2015 to 21.11.2015	National Book Week-	Dept .of Library Science & Dept of Telugu
28-11-2015	Swacha Barth Hobby day –Food mela, Exhibition of Stamps and coins	NSS
26-11-2015 to 28-11-2015	Activities for District level Cultural and Literary Fest	Literary club
30-11-2015 to 02-12-2015	Yuva Tarang College level competitions	Literary club & Physical Education
01-12-2015	Aids Day	NSS & RRC

10-12-2015	Human Rights Day – Seminar	IQAC & NSS
17-12-2015	Addiction free Telagana campaign	IQAC & Social Responsibility
24-12-2015	National Consumer Day – Seminar on consumer rights	Consumer club
26-12-2015	Swacha Barth Hobby day – Rangoli	N.S.S
12-01-2016	National Youth Day celebrations – Rangoli, Food mela, Elocution & Songs competion	NSS & IQAC
23-01-2016	Swacha Barth	NSS
25.01.2016	National Voter Day – Celebration	Dept. of Pub.Ad &N.S.S
26.01.2016	Republic Day	All
21-02-2016	International Mother tongue day	Language Form
28-02-2016	National Science Day	Science Form
08-03-2016	International Womens Day	WEC
05-04-2016	Babu Jagjivanrao Jayanthi	IQAC
14-04-2016	Birth Anniversary Dr. B.R. Ambedkar	All
<b>Field Trips</b> 21-11-2015	Visit to Kurikyala, Dulikatta, Ramadugu, Nagunoor,	Dept. of Telugu
18-12-2015	Textile Park Sircilla & Dist. Co-operative Bank	Dept. of Commerce
06-01-2016	Regional Agricultural Research Station – Polasa, Jagitial	Dept. of Sciences

## ANNEXURE – II

### FEEDBACK

Student's feedback forms have been collected from the students on Teacher performance to improve standards in teaching learning process.

Feed back form on Teacher performance with ref . to 20 aspect listed in the form that enclosed here. Opinion has been taken on the 5 point rating scale. 1-Poor, 2-Avarage, 3 –Good 4- Very Good and 5- Excellent.

Students marked for each questions. Each lecturer counted total number of status role of all question of all forms.

Lecturer obtained over all status in % as below

Sl. No	Name of the Lecturer	Department	Total No of Forms	Total Questions	Obtained status in %					Overall Status
					Poor	Average	Good	Very Good	Excellent	
01	Dr. M. Sampath Kumar Reddy	Telugu	20	400	0%	0%	0.5%	6%	93.5%	Excellent
02	Smt. K. Srilatha	Telugu	20	400	0%	0%	5.2%	40%	54%	Excellent
03	Sri. CH. Maruthi	English	20	400	0%	0%	4.7%	38.7%	56.5%	Excellent
04	Smt. K. Uma Kiran	Telugu	20	400	0%	0.2%	10.25 %	40%	49%	Excellent
05	Sri. J. Narsaiah	Pol. Science	40	800	0%	0.25%	2.5%	32%	66%	Excellent
06	Sri. G. Pradeep Shraavan	Pub. Admin.	40	800	0%	0%	29.25 %	37.37 %	33.38%	Very Good
07	Sri. G. Purushotham	Economic	40	800	0.12%	1.12%	30.5%	38%	30.25%	Very Good
08	Sri. K. Laxmi Narsiah	Commerce	29	580	3%	6%	18%	37%	33%	Very Good
09	Sri. K. Raja Narsaiah	Commerce	34	680	0%	1%	15%	46%	38%	Very Good
10	Sri. A. Prasad	Commerce	36	720	0%	1%	9%	40%	50%	Excellent
11	Sri. Y. Narsaiah	Commerce	40	800	0%	1%	11%	49%	39%	Very Good
12	Sri. A. Mahesh Kumar	Physics	10	200	0%	0%	6%	24%	70%	Excellent
13	Sri. V. Ramesh	Chemistry	13	260	1.9%	1.9%	15%	42%	38%	Very Good
14	Sri. A. Shailaja	Botany	10	200	0%	0%	1.5%	48.5%	50%	Excellent

15	Sri. Y. Narayana	Zoology	15	500	0%	0%	5.6%	37%	57.3%	Excellent
16	Sri. P. Thirupathi	Marhs	09	180	0%	0%	5.56%	53.3%	41.1%	Very Good
17	Kum. P. Sridevi	History	40	800	1.5%	2.5%	14.13 %	25.63 %	56.25%	Excellent

### **ACTION INITIATION**

Staff meeting has been convened under the chairmanship of Principal to discuss on institutional level feedback mechanism on Teacher performance. Feedback forms have been analyzed and discussed to take initiatives to strengthen teaching learning process.

Principal, Sr. Lecturer & Research committee members made suggestions to improve Educational Environment in all aspects.

- Appreciated the departments who initiated to arrange extension lecturers, introduced innovation practice.
- Advised to take more initiative to involve more students in class room activities.
- To conduct activities to improve communication skills
- To give student study projects in all departments.
- To initiate to arrange Field trips in all departments.
- To conduct awareness programme on career opportunities through concerned subjects.

## STUDENT FEEDBACK FORM

Note: i) Please give your opinion on the performance of the teacher with reference to the 20 items listed below : the opinion is to be given on a five-Point rating scale – 1 poor, II-average, III-good, IV-very good, V-excellent

ii) Please do not write your name or put your signature anywhere.

College: Govt. Degree College  
Agraharam

Name of the Lecturer

Subject	Class	Date					
Sl. No.	Item	Rating					
		1	2	3	4	5	
01	Efforts to effectively cover 100% of Syllabus						
02	The interest generated in the students while teaching in the class room						
03	Clarity of expression while teaching the topic / lesson						
04	Depth of subject content explained						
05	Level of latest developments in the subject taught						
06	Use of other methods of teaching like class seminar question answer group discussion etc., in the class room						
07	Encouraging questions on the topic in the class and clearing doubts						
08	Use of teaching models and teaching aids in the class room						
09	Encouraging and supervising the students for study projects						
10	Aptitude shown in arranging field visits, invited lectures etc. in the Subject						
11	Encouraging and guiding students in reading library (subject and general) books and using internet						
12	Encouraging and guiding students in giving class seminars						
13	Regularity and seriousness in valuing the answer script of monthly tests and discussing the same with the students						
14	Remedial coaching and efforts made in preparing the students for University Examinations						
15	Regularity and punctuality to the class						
16	Enthusiasm shown to encourage and guide students in extracurricular activities like cultural, community service, nation building etc.						
17	Counselling and career guidance						
18	Accessibility of the lectures outside the classroom for academic interaction						
19	Personal care and affection while dealing with individual students and helping students						
20	Overall opinion on the lecturer						

## ANNEXURE – III

### BEST PRACTICES

1] FACULTY FORUM

2] KALUSUKUNDAM – TELUSUKUNDAM [Meet and interact with an eminent person of the region].

#### **FACULTY FORUM**

Good	This practice is to create a platform for faculty members to establish good network and co-ordination among all depts. and to share their views & knowledge on teaching, learning & research activities to enhance & strengthen its quality
Context	Faculty Forum has been started in the academic year 2014-15. All the lecturers of all depts. are members of the Forum.  It was planned to Conduct Faculty Forum meeting every month.
Practice & Activities	Every month Faculty Forum Convener announces a date & time for meeting with the consent of all the members. He maintains minutes of the meeting for future reference.  Interested Lecturers make presentations on the current topics of this subjects which are useful to all. All the Lecturers got benefitted and obtain knowledge and basics of all subjects to understand current issues.  Faculty members discuss on innovative Teaching learning practices adopted in their depts. & get feedback Faculty Members share their experience of seminars, workshop, that they attended Faculty Members present papers that they are going to be presented in seminars etc., and get feedback from peer group.
Evidence of success	It is very motivating for faculty members to participate in Faculty Forum activities. This Academic year dept. of Commerce, Pub. Admin, English and Economics, Public Administration & Botany Presented papers on topics of their subject.  It was very information to all the depts..  It provided opportunity to develop inter departmental activities. It enhances research attitude & inquisitiveness among faculty members.  2014 to 2016  1] Dr. M. Sampath Kumar Reddy – Basha – okka ovagahana – 15-09-2014 2] Sri. A. Prasad - Capital Structure Role of equity – 15-12-2014 3] Sri. A. Prasad – Stack Exchange 4] Sri. CH. Maruthi – Prepositions – 20-07-2015 5] Sri. G. Purushotham – Britton wood system – 17-12-2014

	6] Sri. G. Pradeep Sravan – Comparative Administration 23-07-2015 7] Sri. G. Pradeep Sravan – Right of Information Act on 03-02-2016 8] Sri. G. Purushotham – Foreign Exchange – 18-02-216 9] Smt. A. Shailaja – Tissue Culture – 18-02-2016
Problems Encountered	Faculty Forum has not met any problems worth mentioning. The only problem is to arrange a meeting time suitable & convenient to all the faculty members.
Resources Required	Faculty Forum does not need any special resources but ICT tools like LCD Projector to be utilized in presentation to make it more interesting & comprehensive.

## 2. KALUSUKUNDAM – TELUSUKUNDAM

Goal	Meet – Interact – Know a Successful, and eminent person is the main objective. This practice is initiated to provide opportunity for the students to interact with an eminent person of the region.
Context Practice	<p>It is introduced by Dept. of Telugu. It is to meet and interact with a person of the region who is admired and appreciated for his achievements in art, sports, literature or social work etc., so that students are inspired in an innovative way and able to learn &amp; adopt the best from them.</p> <p>Lecturers meet the person who is going to be introduced to the students and take time to meet him at his place along with students. On the given day few students are selected and take them to the place. Lecturer details on his brief biography his achievements in his field. Students interact with the person and realize how he put efforts to become successful by utilizing various resources etc. The person shares his experiences at various states &amp; stage in life &amp; career etc.,</p>
Evidence of Success	Dept. of Telugu organized a programme on 19-0-2015 to meet Sri. Veeragoni Anjaneyulu, Rtd. Teacher in English, resident of Vemulawada who collected nearly 30,000 books of all kinds etc., language literature, art science, philosophy etc and maintaining a library at his residence. Students interacted with him & appreciated for his inquisitiveness & enthusiasm to acquire knowledge. Students got benefitted and realized the imp. of book & how books broaden not only our knowledge but also our outlook and make our lives meaningful. Faculty members of Telugu Dr. M. Sampath Kumar Reddy, Smt. K. Srilatha, Sri Ch. Maruthi Dept. of English and 30 students visited and interacted with the person.
Problems Encountered	To arrange programme time convenient to the person and as well as students There was some problem to arrange Transportation.
Resources Required	If the person belongs to the distant place financial resources are needed for transportation.

2] Dept. of Telugu organized second programme in Kalusukundam Telusukundam and met Sri. T. Srihari Sharma, Eminent Sanskrit scholar, Ashtavadhani Rtd. Principal Sri. Raja Rajeshwara Sanskrit Oriental College, Vemulawada on 24-02-2016.

Dept. of Telugu selected 20 students from all classes and gave detailed information about the person Sri. T. Srihari Sharma, his brief biography, achievements and contribution to society as a scholar & principal and his popularity as Ashtavadhani.

Dr. M. Sampath Kumar Reddy & Smt. K. Srilatha arranged programme as per the given time by him and met him along with the students at his residence. Sri. T. Sri Hari Sharma gave an ample time to interact with the students.



Sri. T. Srihari Sharama detailed on Avadhana Prakriya, process, various types of Avadhanam in language students listened very interestingly and asked many doubts about Avadhanam and how he made efforts to learn & become perfect in this process. He clarified their doubts. He shared his personal & professional Experience. He motivated students to work hard to improve knowledge and develop inquisitiveness & enthusiasm to learn new things students got benefitted and were inspired by interacting with the person and his words.

3] Dept. of Telugu & Dept. of Economics initiated to arrange the programme to meet Malavath Purna who succeeded in climbing the Mount Everest at a very young age. Dr. M. Sampath Kumar Reddy & Dr. G. Purushotham along with 20 students met Malavath Purna at her residence, Village pakala Dist: Nizamabad on 02-04-2016 and interacted with her. She detailed on her experience, training, challenges while navigating the Mount Everest she was invited to UNICEF summit and she shared these experiences with the students. Students were inspired by the girl, Malavath Purna who hailed from poor agricultural, tribal family could achieve success in a great task with her hard work and perseverance.