



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**GOVERNMENT DEGREE COLLEGE, HUZURNAGAR**

GOVERNMENT DEGREE COLLEGE DR. SARVEPALLY RADHAKRISHNAN  
TEACHER S COLONY HUZURNAGAR SURYAPET DIST

508204

<https://gdcts.cgg.gov.in/huzurnagar.edu>

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**May 2021**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

The Government Degree College was started in the academic year 2013-2014 in the premises of Government Junior College, Huzurnagar. The College has its inception in 2013 but functioning from the year 2014-2015 with four basic courses B. A (EHP), B. Com (GEN), B.Sc. (MPC) & B.Sc. (BZC) in Telugu Medium with 60 students. It is the first Government Degree College in the assembly constituency of Huzurnagar and affiliated to the Mahatma Gandhi University, Nalgonda.

In the ending of the academic year 2016-2017 the college shifted to New building and have 8 rooms and 1 seminar hall. The college stepped in to its sixth year in this recent academic year 2019-2020. The motto and main aim of the college is “To inculcate values of education as a model of excellence through dynamic programmes to excel brighter thoughts ultimately lead to Education for all & Forever”.

### Vision

To inculcate values of education as a model of excellence through dynamic programmes to excel brighter thoughts ultimately lead to Education for all & Forever.

### Mission

To educate and empower undergraduates who advance the aspirations of people, families, and communities of Rural India.

To be a good citizen with the optimum utilization of human capabilities for the betterment of society.

### Objectives

- To offer varied B.A. B.Com. & B.Sc. programmes to meet the changes in diverse National needs of society in a global context.
- To recognize learning at this level of preparation as a beginning step in the career to advanced levels and lifelong learning.
- To promote extensive use of information and communication technology for enrichment of teaching-learning to provide quality life.
- To provide safe, ecofriendly where all students and faculty members may optimize their academic, professional and cultural development.
- To effectively communicate the individual decisions in the peer group as a whole.
- To demonstrate behaviors of those are consistent with the ethical standards of the graduate level.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### **Institutional Strength**

- The biggest strength of the college is its dedicated staff.
- Implementation of the Online Admission System called Degree Online Services Telangana (DOST).
- Implementation of Office Administration Software called CA & IMS (College Administration & Information Management System) with regards to Accounts and College Administration.
- Implementation of IFMIS Software for payment of Employee's salaries.
- Implementation of e-office software for office communication.
- 10 CCTV cameras for 24/7 surveillance.
- Wifi enabled campus.
- Digital Board-1, LCD Projectors-2.
- Installation and Implementation of Biometric Attendance System for staff and students.
- Dr. BRAOU study centre.

### **Institutional Weakness**

- Limited physical infrastructure.
- Scarcity of Government funds.
- Students from diverse background in terms of socio-economic status take admission into the college.
- Inadequate number of classrooms with respect to student strength and subject offered.
- Lack of NCC (National Cadet Corps).
- Lack of GYM.
- Lack of hostel facility within the campus.

### **Institutional Opportunity**

- Management by Commissioner of Collegiate Education, Government of Telangana looks into policy making in Administration, Academic and Financial Support.
- With the completion of construction of the new building the problem of space crunch can be managed to a great extent.
- Introduction of certificate courses by MOOCS, SWAYAM and OER platforms.
- MOU with St. Ann's College, Mehidipatnam, Hyderabad.

### **Institutional Challenge**

- Improve upon communication skill set of the students and development of competencies especially among those belonging from remote areas.
- Managing dropout and stagnation.
- Laboratories and Computers need to be provided.
- The library needs expansion. More Reference books need to be purchased.
- Research is a challenge in a degree college.

## **1.3 CRITERIA WISE SUMMARY**

## **Curricular Aspects**

Being an affiliated college, the curriculum designs by the University through Board of Studies and scrupulously follows the curriculum prescribed by the Mahatma Gandhi University, Nalgonda. The revision of curriculum is made once in every three academic years based on local needs and learning objectives. Choice Based Credit System (CBCS) have been introduced in the curriculum from the academic year 2016-17. In the beginning of every academic year college prepares academic action plan, allotment of workload and prepares time-table.

To impart Social consciousness and value based education by introducing subjects like Human Values and Professional Ethics, Environmental Studies, Computer skills, Gender Sensitization and Skill Enhancement Courses to prepare overall development of the students and for employability, along with 5 UG Courses Like B.A. (EHP T/M & E/M), B.Sc. (Life Sciences), B.Sc. (Physical Sciences) and B.Com. (Comp. Applications). Online classes and recorded video lessons run through T-SAT Nipuna Live Telecast by CCE, Hyderabad.

Feedback collection from students, teachers, employers and Alumni, analysis has been a regular practice in the College by the IQAC. The feedback and its analysis are discussed with the students, staffs in the classes, staff meeting, and measures are taken for redress and uploaded to college website.

## **Teaching-learning and Evaluation**

The college follows transparent admission process, through Degree Online admissions for Students of Telangana (DOST), a state-wise centralized admission process conducted by the Telangana State Council of Higher Education Department, Telangana State. The admission process is transparent and ensures equitable access to all eligible students based on merit and reservation policy.

In the beginning of every academic year, the college identifies needs and requirements of the students before commencement of the programme. The institution devises and follows appropriate teaching, learning and evaluation methods keeping in view the learning abilities of the students. By conducting entry level examinations and Internal assessments, the subject teachers analyzed performance of the students and segregated as Slow learners and Advanced learners.

Teachers use Information and Communication Technology (ICT) enabled tools for effective transaction of curriculum and they are provided with training to use the ICT tools. Teachers are nominated to attend Orientation, Refresher and FDP courses conducted by the Academic Staff Colleges of various universities and MCHRD. Further, encouraged to attend seminars and workshops conducted in other Higher Educational Institutions.

Curriculum is transacted effectively using learner centric methods and continuous evaluation is done to assess the learning levels of students. Academic progress of student is monitored in Mentor – Mentee system by all the teachers. Student feedback is taken, evaluated and input is given to the teacher concerned by the Internal Quality Assurance Cell (IQAC) in a systematized manner.

## **Research, Innovations and Extension**

Research Committee at college level was established on 17-08-2018 with the composition of faculties who are aware of Research related activities. From then activities are proposed and executing successfully. For every academic year, at least two meetings are held to discuss research environment in the college.

#### **Research and Extension Work:**

We are funded in the form of Spectrophotometer (Systronic made) Model 104 from Madin Life Sciences, Hyderabad to analyze Drug samples to know their functional groups using reagents provided them in the month of August 2018. Our students are successfully completed this project as extension work within the 6 months and submitted to the funding firm as confidential data (No. of Samples analyzed: **120**).

After completion project work of funding agency, Madin Life Sciences, same instrument is made use for Student Study Project Work as a part of Jignasa in 2018-19 & 2019-20 by the department of chemistry.

In the month of March 2019, workshop held on Spectrophotometer supplied by Madin Life Sciences Ltd at State Level.

#### **Innovation:**

Students of this college undertook the project works as Student Study Project (SSP) of innovative, eco centric and social useful. Used the plant waste materials as adsorbents to control water pollution are carried out in Batch Process in the laboratory.

#### **Publications:**

Even though, our college staff members are less in number of publications in UGC-CARE List, but publications are more in other reputed journals. Our faculty, V.Laxmi Narayana got one publication in UGC-CARE Journal, WAFFEN-UND KOSTUMKUNDE JOURNAL, ISSN NO: 0042-9945.

#### **Awards and recognitions received:**

In 2015, faculty of this college, Dr.A.Sreenivasulu, awarded **Best Teacher in Chemistry**, in Yuvatharangam program organized by Commissionerate of Collegiate Education, Telangana at State Level.

#### **Amrutha Hastha- An Outreach Program:**

A distinctive activity, Amrutha Hastha, conducting a continuous program in a selected slum area of Huzurnagar region. From 2015, we are conducting innovative activities for down-trodden people in this region with Mother Theresa Foundation, Huzurnagar.

#### **Collaborations:**

Academic collaboration with Vibrant Pharma, Canada & Research Collaboration with Madin Life Sciences Ltd., Hyderabad;

#### **MoU :**

Active MoU with Kodad Institute of Technology & Science (KITS), Kodad, Telangana.

## **Infrastructure and Learning Resources**

The College has 8 rooms of which 6 Lecture halls including 2 ICT enabled classrooms, 4 Laboratories are arranged in Classrooms by making partition. In addition, 1 room is allotted for Principal Chamber, Office, and Common Staff Room. One classroom is partitioned for Library and IQAC. Ladies waiting hall, Canteen and Rest Rooms are present. ¼th part of the building has completed with U shape in 441 Sq.Mts. Remaining building has to be constructed. This work has been handed over to R&B Department, Suryapet for further construction. Once the construction work is completed there will be adequate number of classrooms for all departments. The classrooms are well ventilated.

The college field is used for sports like volleyball, cricket, Badminton, kabaddi to name a few. Carrom boards, chess boards are provided for indoor play. The library stocks 1358 books with 350 titles along with reference and competitive books. Within limited resources the college library partially automated with NewGenLib Software. The library also registered with NDL (National Digital Library) of India. College is Wi-Fi enabled. The College has one R.O. Plant to cater the pure water facility, which was donated by Rotary Club, Huzurnagar. There are toilet blocks for Girls and Boys separately.

## **Student Support and Progression**

All the SC, ST, BC, Minority and EBC students are receive scholarships from the State Government of Telangana. The details and facilities of college are placed on its web site.

The college Career Counseling and Guiding Cell, IQAC of the college always encourages for conducting of various capability enhancement courses, conducts coaching classes for aspiring students for Post Graduate Entrance and other competitive examinations. For the support and care of female students the college has Women Empowerment Cell. The grievances are redressed through ICC.

During the degree course the students are trained in Language skills, Computer skills, Personality development.

The Institution follows the policy of reservation as fixed by the state government of Telangana in admissions through DOST. The students are actively involving in various academic and administrative committees of the College. The college has a registered Alumni Association to support the college through various activities.

The sports & games committee and literary &cultural committee of the college conducts numerous sports & games, literary & cultural activities to unfold the hidden talents of the students.

## **Governance, Leadership and Management**

Government Degree College, Huzurnagar was started in the premises of Government Junior College, Huzurnagar with 60 students available of two rooms in the academic year 2013-14 and functioning from 2014-15 academic year. Day to day increasing the number of students & adopted new courses and shifted to

new own building in the academic year 2016-17. The institution Constituted different committees for the smooth functioning of the college. IQAC constituted for quality enhancement and sustenance Members of the teaching and non-teaching staff, attend different kinds of training programmes. ICT enabled tools are adopted in online admissions (DOST), e-Office software for office work, College Administration & Information Management System (CA&IMS) software for Office administration, Q-Fix software for payment of university semester exams and Adhaar Based Biometric Attendance System (ABAS) has been implemented to ensure transparency and accountability in online leave and OD application mechanism. Academic and Financial Audit by the affiliating university, Office of the CCE and Accountant and General (AG) Office.

### **Institutional Values and Best Practices**

The college give more priority to institutional values and social responsibilities. So that, College organised so many Programmes.

College initiated measures regarding gender equity, and sensitization. There were number of programmes, workshops, organised by WEC and other Departments of the college in this regard.

College has wide classrooms with full of light and ventilation. Hence, students and staff used less power for lights as well fans, even though, LED Lights installed to minimise power consumption. Eco sustainability is balancing by providing rainwater harvesting pits, wastewater management pits and other green practices. Flag ship programme of the Telangana, Harithaharam also implementing in the College to make campus green. By using Cycles and public transport students and some of the faculty are sustaining the oxygen levels in the college atmosphere.

The college is known for its high human values. Empathetically college provides so many opportunities, advantages to poor students as well Divyangjan. By providing ramps etc. College creating barrier free and friendly environment for Divyangjan. By having a prescribed code of conduct college is not showing any disparities in the matter of discipline.

To bring Unity in diversity, the institution providing inclusive environment. By conducting programmes and taking measures institution trying to bring tolerance and harmony towards cultural, linguistic, regional, community, socioeconomic and other disparities.

Constitution to be our destination. Regard this, institution giving importance to make good citizens, by providing awareness them on constitutional obligations like values, rights and responsibilities.

Commemoration of the past motivates fastly towards best future, by continuing positives and avoiding negatives. For this, institute celebrating national and international days, events and festivals with enthusiastic involvement of the students.

Practice not only makes perfect but also follows by more. To make students best in their life, institute practicing some best and distinctive activities. Along with institution, many Departments of the institution also, maintaining some best practices as well distinctive activities. Output oriented and student benefitted best practices are encouraging years together in the institute, by enthusiastically involvement of students, faculty, other staff and remaining stakeholders.

NAAC



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT DEGREE COLLEGE, HUZURNAGAR
Address	GOVERNMENT DEGREE COLLEGE Dr. SARVEPALLY RADHAKRISHNAN TEACHER S COLONY HUZURNAGAR SURYAPET DIST
City	HUZURNAGAR
State	Telangana
Pin	508204
Website	<a href="https://gdcts.cgg.gov.in/huzurnagar.edu">https://gdcts.cgg.gov.in/huzurnagar.edu</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Malgireddy Bheemarjuna Reddy	08683-295200	9949849878	08683-29520 0	prl-gdc-hznr-ce@te langana.gov.in
IQAC / CIQA coordinator	Nagaraju Padisala	964-2564516	9642564516	08683-29500	rajupadishala@gm ail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

**Establishment Details**

Date of establishment of the college	08-08-2013
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**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Telangana	Mahatma Gandhi University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC		
12B of UGC		

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

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

**Details of autonomy**

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

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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	GOVERNMENT DEGREE COLLEGE Dr. SARVEPALLY RADHAKRISHNAN TEACHER S COLONY HUZURNAGAR SURYAPET DIST	Rural	5	451

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom,B Com	12	Intermediate	English	60	41
UG	BSc,B Sc Physical Science Cbcs	12	Intermediate	English	60	29
UG	BSc,B Sc Life Science Cbcs	12	Intermediate	English	60	21
UG	BA,B A Cbcs Em	12	Intermediate	English	60	35
UG	BA,B A Cbcs Tm	12	Intermediate	Telugu	60	35

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				17			
Recruited	0	0	0	0	0	0	0	0	12	0	0	12
Yet to Recruit	0				0				5			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				2			
Recruited	0	0	0	0	0	0	0	0	0	2	0	2
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				6
Recruited	3	1	0	4
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				5
Recruited	4	1	0	5
Yet to Recruit				0

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

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	0	0	2
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	9	0	0	9
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	2	0	2
UG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	0	0	0	0	0

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	99	0	0	0	99
	Female	62	0	0	0	62
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	32	7	10	6
	Female	4	4	2	3
	Others	0	0	0	0
ST	Male	3	2	2	1
	Female	2	1	1	1
	Others	0	0	0	0
OBC	Male	35	26	28	22
	Female	22	12	3	9
	Others	0	0	0	0
General	Male	1	1	4	2
	Female	2	1	0	0
	Others	0	0	0	0
Others	Male	1	2	1	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		102	56	51	44

## Extended Profile

### 1 Program

#### 1.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
180	180	144	144	NA
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
5	5	4	4	NA

### 2 Students

#### 2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
102	56	47	44	NA
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
180	270	100	110	NA



File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
14	6	8	24	NA

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
12	11	8	8	NA

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
23	20	41	41	NA

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 7**

**4.2**

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

2019-20	2018-19	2017-18	2016-17	2015-16
1.70	4.30	3.41	7.11	NA

**4.3**

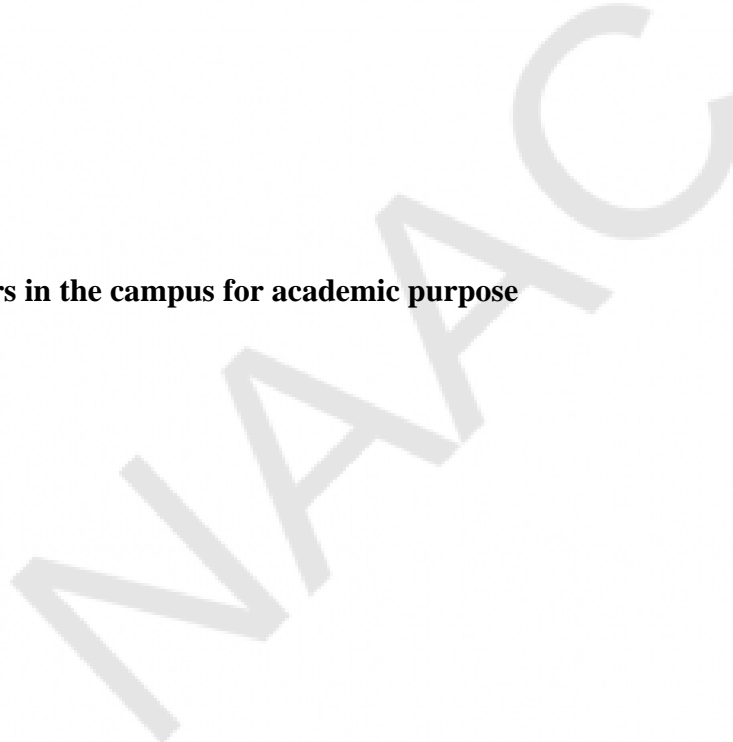
**Number of Computers**

**Response: 10**

**4.4**

**Total number of computers in the campus for academic purpose**

**Response: 8**



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

##### Response:

Government Degree College, Huzurnagar is an affiliated college of Mahatma Gandhi University, Nalgonda and offers Undergraduate programs designed by the University. The College ensures effective delivery of curriculum through appropriate institutional level plans.

The institutional annual plan is prepared before commencement of the academic year based on the University almanac in consultation with all departments. The departments in turn prepare department wise action plan for effective curricular transaction. The plan is disseminated among all staff members with a request to plan their semester-wise and daily teaching plan, duly incorporating conduct of curricular and extracurricular activities.

The College timetable is prepared as per the prescribed workload and all the teachers are provided with requisite material for effective classroom curriculum transaction. After completion of the syllabus is periodically reviewed and if needed necessary action will be initiated to complete syllabus within the stipulated period.

The college has adopted Mentor-Mentee system, each teacher is assigned with a responsibility to monitor the academic progress and personal problems.

The college encourages the use of ICT tools available in the college such as SMART Classroom-01 and LCD Projectors-02 for effective teaching. Teachers use PPTs, Video lectures and other relevant ICT enabled material for effective conduct of curriculum. Teachers are encouraged to adopt more student-centric methods such as seminars, project works and field trips. Through continuous evaluation of slip tests and internal assessments, teachers identify poor learners in the class and provide them with special remedial classes.

Library is kept open to students and staff, college provides Wi-Fi-enabled and students are provided with internet to access e-resources over the Internet.

The College encourages faculty members to attend Refresher courses, Orientation courses, FDPs and workshops conducted by the MCHRD- Hyderabad, Academic Staff Colleges of other Universities for acquiring necessary skills and keep them shelves abreast of latest developments in their subjects and preparedness for effective delivery of the curriculum.

The institution-level academic committees are constituted with the objectives to coordinate and smooth and effective conduct of academic activities.

At the end of the academic year, the IQAC reviewed all activities. student feedback is taken and analyzed,

and necessary inputs are provided to teachers.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

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

#### Response:

Being an affiliated college of Mahatma Gandhi University, Nalgonda, the college strictly adheres to the academic calendar which is prepared according through the University almanac. All the staff members are plan their departmental activities in accordance with the academic calendar.

The Institution-level committees are looking into an aspect of the calendar contributes towards implementation of the plan. Regular and periodical meetings are convened under the chairmanship of the Principal and IQAC coordinator to review of implementation of the calendar and progress. If any issue identified, suitable action will be taken to address the issue and ensure the implementation of plan.

The schedules for internal and external examinations are given by the University and accordingly, the examinations are conducted by the college. Academic and Examination coordinator shall look after all activities like preparation of internal exams question papers, conduct of examinations, evaluation and uploading the marks on university portal as per the norms. Any grievances in this regard are addressed immediately.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

### 1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

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

**Response:** B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<p><b>1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b></p> <p><b>Response: 100</b></p>											
<p><b>1.2.1.1 Number of Programmes in which CBCS/ Elective course system implemented.</b></p> <p>Response: 5</p>											
File Description	Document										
Institutional data in prescribed format	<a href="#">View Document</a>										
Any additional information	<a href="#">View Document</a>										
<p><b>1.2.2 Number of Add on /Certificate programs offered during the last five years</b></p> <p><b>Response: 10</b></p>											
<p><b>1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.</b></p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>3</td> <td>2</td> <td>1</td> <td>NA</td> </tr> </tbody> </table>		2019-20	2018-19	2017-18	2016-17	2015-16	4	3	2	1	NA
2019-20	2018-19	2017-18	2016-17	2015-16							
4	3	2	1	NA							
File Description	Document										
Institutional data in prescribed format	<a href="#">View Document</a>										
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>										
<p><b>1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</b></p> <p><b>Response: 49.16</b></p>											

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

2019-20	2018-19	2017-18	2016-17	2015-16
63	35	18	15	NA

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

Being as an affiliated College, the College follows the curriculum designed by the Mahatma Gandhi University, Nalgonda. The University integrates cross cutting issues relevant to Gender Sensitization, Environment and Sustainability, Human Values and Professional Ethics are incorporated in the curriculum. The College also conducted various activities on cross cutting issues supplement to the University.

**Human values and professional Ethics:**

Human values play a big role in Student's life settle for a better future. For this purpose, the College organizes various Extension activities through NSS for the values like National Integrity, Equality, Peace and Patriotism etc. The college conducts various programmes on Human Rights to bring awareness among students such as National Voters day, Swachh Bharat, Plantation and Health awareness programmes, etc. which adds to curriculum Enrichment.

**Indian Heritage and Culture:**

The College conducts various programmes like Batukamma Festival to strengthen the heritage and culture. Department of History has Heritage Wall to create awareness of Indian Heritage.

**Environment and Sustainability:**

NSS promotes Environmental awareness through the Plantation, Village Adoption and Cleanliness, Water Conservation, Health Check up Camps and Plastic Free Campus etc. The College has taken the initiatives in Solid Waste and Liquid Waste Management.

**Gender sensitivity:**

The College organizes various Programmes in Gender sensitivity such as Women's Health, Personality Development, Self Protection, Yoga Training and Pre-Marriage Counselling etc.

List of Core Courses:

The following courses are mandatory and a student who fails to attend and get pass marks in the bellow courses will not get course completion certificate.

1. Human values and professional Ethics.
2. Indian Heritage and Culture.
3. Computer Skills.
4. Environmental Studies.
5. Science and Civilization.
6. Gender Sensitization.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>

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

**Response:** 2.22

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

2019-20	2018-19	2017-18	2016-17	2015-16
9	7	0	0	NA

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

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

**Response:** 88.24

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

Response: 90	
File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

<p><b>1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni</b></p> <p><b>Response:</b> A. All of the above</p>	
File Description	Document
URL for stakeholder feedback report	<a href="#">View Document</a>

<p><b>1.4.2 Feedback process of the Institution may be classified as follows: Options:</b></p> <ol style="list-style-type: none"> <li>1. Feedback collected, analysed and action taken and feedback available on website</li> <li>2. Feedback collected, analysed and action has been taken</li> <li>3. Feedback collected and analysed</li> <li>4. Feedback collected</li> <li>5. Feedback not collected</li> </ol> <p><b>Response:</b> A. Feedback collected, analysed and action taken and feedback available on website</p>	
File Description	Document
Upload any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>



## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 21.05

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

2019-20	2018-19	2017-18	2016-17	2015-16
102	56	51	44	NA

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

2019-20	2018-19	2017-18	2016-17	2015-16
360	540	200	220	NA

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

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

**Response:** 39.68

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

2019-20	2018-19	2017-18	2016-17	2015-16
99	50	47	42	NA

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

## 2.2 Catering to Student Diversity

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

#### Response:

In the beginning of every academic year the college identifies needs and requirements of the students before commencement of the programme. The college adopted Mentor-Mentee system for each course. Before beginning their courses, teachers assessed their mentees about their knowledge in all aspects.

After completion of Slip tests and Internal assessments the subject teachers analyzed performance of the students and segregated as Slow learners and Advanced learners. The college library provides access to books, journals, e-resources, and social media platforms to the students to improve their knowledge and academic ability.

#### Advanced learners:

For advanced learner's college provides the following measures:

- Student Seminars:

These seminars help the students express their thoughts and ideas on the particular topic before giving the seminar they refer different books for the topic. It helps the students to get more knowledge. The seminars build the confidence levels of the students.

- Debates:

Each course conducts debate programmes, through the debate's students express their views, opinions, thoughts, and arguments to share and shape their knowledge.

- Study projects:

Study projects are enhancing the practical knowledge of the students, the projects conduct under supervision of the faculty members. Some selected projects are evaluated, and the best are sent under the JIGNASA – Yuvatharangam for cluster/district/state level competitions.

#### Slow learners:

For slow learner's college provides the following measures:

- Bridge Course:

The college conducts the bridge courses for the non-Arts and Non-Commerce students who take admissions into Arts and Commerce Programmes.

- Student Assignments:

The college teachers given assignments to their students at the completion every chapter to assess the knowledge of the students. The assignments are evaluated and discuss with the students to improve their subject knowledge.

- Remedial Classes:

All the departments conduct remedial classes to improve their performance in exams. Classes are structured at zero hours by the departments and paired these students with advanced learners to motivate them and facilitate learning.

- FSF Method:

A new teaching strategy , FSF method used for both Advanced and Slow learners on experimental basis.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 9:1

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

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

**Response:**

College strongly believes in, to adopt Student Centric Methods in Circular, Co-Circular and Extra-circular activities. These methods help the students achieving their experiential learning, participative learning and problem solving methods.

#### Experiential Learning:

- The college faculty use resources like internet, YouTube lessons – links, LCD and mobile to promote ICT based participative learning.
- The college NSS unit organizes different activities like Swachabharath, Plantation, AIDS awareness programmes and winter camps. Gender equality and Save Girl Child programmes provides social exposure to students. NSS activities develops Human values, Professional ethics, and Leadership qualities among the students.
- CST (Competitive Spirit Test): The college Library conducts CST. This test conducted monthly twice to impart competitive spirit and improve global knowledge on various subjects.

#### Participative Learning:

- Yuva Tharagam:

The commissioner of collegiate education is conducting sports, cultural and academic fest called Yuvatharagam from the academic year 2015-16. The students of Government Degree Colleges in the state of Telangana are participating in these competitions. The college level winners go to Cluster level, Cluster level winners goes to state level competitions. Our college students bagged cluster level prizes in these competitions.

- The college students are participating in quiz, essay writing, debates, elocution, and seminars to improve their knowledge and self-confidence.
- Telugu Department conducts participative programmes like Poetry Recitation (Kavitha srujana), Storytelling, etc. These programmes help the student's creativeness and understand various accents.

#### Problem Solving Methods:

Some Departments like Mathematics, Physics, Chemistry and Commerce are adopts problem solving to enhance the critical thinking and creativity among the students. Some subjects provide specific puzzles for long-term retention of Knowledge.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

#### Response:

- PPT lessons and Video lessons:

All the college teachers use PPT lessons and Video lessons to make teaching and learning interesting and effective.

- T-SAT:

T-SAT is a Tele Vision network providing educational content by Society for Telangana State Network (SoFTNET). SoFTNET is an initiative from Department of Information Technology, Electronics and Communication Department (ITE&C). It uses GSAT 8 Satellite and telecasts four channels. T-SAT NIPUNA, T-SAT VIDYA cater to the distant learning. It transmits live and recorded video lessons by eminent teachers drawn from different higher education institutions across the Nation. To receive these live lectures college has transmitter and television. Students can also participated as 'Student as Teacher' in T-SAT.

- ICT Tools:

College encourages and facilitates application of ICT tools by teachers in teaching learning process by providing them with requisite ICT enabled infrastructure. The institution has digital classroom-01, LCD projectors-02, computers with internet connectivity.

- Social Media Platforms:

Teachers create programme wise groups with students on various social media platforms such as WhatsApp and Telegram to be in touch with students. These platforms enable teachers to be accessible to students as and when required for doubts clearance and other learning purposes. Through Zoom App all the teachers taking classes to cover the syllabus in the COVID-19 pandemic situation.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	<a href="#">View Document</a>

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

**Response:** 9:1

#### 2.3.3.1 Number of mentors

**Response:** 11

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

<b>2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years</b>	
<b>Response: 36.55</b>	
File Description	Document
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

<b>2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)</b>				
<b>Response: 11.84</b>				
<b>2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years</b>				
2019-20	2018-19	2017-18	2016-17	2015-16
2	2	1	0	NA
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			
Any additional information	<a href="#">View Document</a>			

<b>2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)</b>	
<b>Response: 2.42</b>	
<b>2.4.3.1 Total experience of full-time teachers</b>	
<b>Response: 29</b>	

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

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

#### Response:

The Government Degree College, Huzurnagar is affiliated to Mahatma Gandhi University, Nalgonda, hence follows the norms of **internal assessment** given by the University. Within the framework, the college designs its own internal exams and evaluation implements effectively. As per the university guidelines, two internal examinations, which carry 20% of marks, are conducted every semester with 10 questions each carries 2-marks.

The college has institution-level mechanisms for conduct of the internal examinations in a transparent manner. As per the university schedule, AEC look after all the issues relating to conduct examinations which mainly include announcing institution level schedule, getting the question papers prepared by the teachers, conducting examinations, uploading the marks on university portal.

As part of the process, students are informed of the syllabi of the ensuing examination, pattern of question paper, schedule of the examination well in advance on college notice board. In addition to the structured examination, the teachers conduct assessment in classroom to evaluate the learning levels of students in a continuous manner.

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

#### Response:

The college has an examination committee and the senior faculty acts as AEC for smooth and effective conduct of the examinations. The committee consists of a convener and members. These are well known rules, regulations of examinations, and all the pre and post examination activities designed by the affiliating University. The examination branch of the college circulates all the circulars issued by the university regarding all the activities related to examinations such as payment of examination fee, examination timetable, theory and practical examinations schedule, recounting, revaluation process after announcement of results and obtaining the Xerox copy of the answer scripts etc.

Before the examinations the students approach the examination branch of the college regarding various pre- examination grievances like late payment of exam fee with fine, non-receipt of hall tickets, printing mistakes on hall tickets and change of photo on the hall ticket and the post examination grievances such as recounting, revaluation and obtaining the xerox copy of the answer script. To redress the grievances of the students, the AEC, and members of the examination branch with the help of guidelines issued by the



affiliating University explain the students mostly from the rural areas about the procedure and guide them to get the speedy solutions to their grievances.

The examination branch always strives to send the information received from the affiliating University through the social media groups, by displaying on notice boards and by circulating the notices to the classrooms. After completion of collection of fees, the branch will submit the student EAF forms along with the original DDs to the affiliated University. The college examination committee and AEC with commitment and time bound works with efficiently to address the issues and grievances of the students in the stipulated time.

## 2.6 Student Performance and Learning Outcomes

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

#### Response:

Government Degree College, Huzurnagar has Five UG Programmes B.A. E/M and T/M, B. Com, B.Sc. Physical Sciences and B.Sc. Life Sciences with twelve different course combinations in CBCS pattern under affiliation of Mahatma Gandhi University, Nalgonda. Each programme comprises Discipline Specific Course (DSC), Discipline Specific Elective (DSE), Skill Enhancement Course (SEC) and Ability Enhancement Course (AEC). In addition to them, certificate courses are also offered by the institution.

Being an affiliated college, the college is bound to offer the programmes and courses prescribed by the university. The Course Outcomes (COs), Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) are stated clearly and placed on the college website to enable all stakeholders access them.

Whenever the University introduces new courses and modification on syllabus, respective department BOS conducts meeting at university and discusses with the senior teachers concerned on Course Outcomes. The stated Course Outcomes are informed to the teachers and students.

File Description	Document
Upload COs for all courses (examples from Glossary)	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

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



**Response:**

The College evaluates the Course Outcomes through various means. Examination results, feedback from stakeholders such as parents, employers, and Alumni.

Examination results are a standardized parameter reflective of achievement of stated objectives and hence the examination committee and IQAC committee analyses the performance of students in each course.

Informal feedback is taken from Parents to evaluate the curriculum, academic environment, and other infrastructure facilities.

Informal feedback is taken from Alumni to evaluate the curriculum and course structure relevant to progress for higher levels.

Informal feedback from the Employers regarding the employability skills, behavior, and performance of student role in college and society as a responsible citizen of Nation.

**2.6.3 Average pass percentage of Students during last five years**

**Response:** 44.43

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

2019-20	2018-19	2017-18	2016-17	2015-16
14	6	8	24	NA

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

2019-20	2018-19	2017-18	2016-17	2015-16
24	16	28	45	NA

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:** 3.27

File Description	Document
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

NAAC

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

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

Response: 1

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	0	0	NA

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

e-copies of the grant award letters for sponsored research projects / endowments

[View Document](#)

Any additional information

[View Document](#)

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

Response: 10

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	0	0	NA

##### 3.1.2.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
4	3	2	1	NA

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste link to funding agency website	<a href="#">View Document</a>

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

Response: 1

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	0	0	NA

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.2 Research Publications and Awards

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

Response: 0.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	NA

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 0.51

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	1	4	NA

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.3 Extension Activities

### 3.3.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

**Response:**

GDC- Huzurnagar conducts several extension activities to sensitize the students towards community needs and to promote their holistic development.

The college NSS Unit motivates the students to participate in extension activities. At present, the strength of NSS unit is 175 Volunteers with one programme officer. The Unit conducting regular activities in the college campus and special camps in adopted village i.e., Gopalapuram. They conducted various awareness programmes during their seven days of camp for the benefit of villagers. During the Special Camp period NSS Unit takes up cleanliness village, survey, awareness programmes such as Child Labor, Save Girl child, Female Feticide, Health Camp and other constructive works. Several activities were carried out by NSS volunteers, such as Plantation, Conservation of water, digging of pits for constructing toilets and rainwater harvesting pits in the village etc.

- Surveys on socio economic conditions of laborer.

- Surveys on use of toilets.
- Surveys on child education and literacy.
- Surveys on various Government schemes.

NSS unit Programme Officer has organized awareness on Environmental Pollution, Plantation, Voter awareness, Conservation of water, Swatch bharaath, Road Safety, Human Rights, AIDS awareness rallies etc.

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

An amount of Rs. 44,500/- is sanctioned for NSS unit per year to conduct the regular activities and special camp.

An outreach and continuous program named as **Amrutha Hasta** conducted every year from 2016-17, in collaboration with Mother Theresa Foundation, Huzurnagar alongwith some departments of college.

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

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

**Response:** 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	NA

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years****Response:** 31**3.3.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
15	08	07	01	NA

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years****Response:** 1048.78**3.3.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1831	645	625	10	NA

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4 Collaboration****3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years****Response:** 1

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	NA

**File Description****Document**

Institutional data in prescribed format

[View Document](#)

e-copies of linkage related Document

[View Document](#)**3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years****Response: 6****3.4.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
3	3	0	0	NA

**File Description****Document**

Institutional data in prescribed format(Data template)

[View Document](#)

e-Copies of the MoUs with institution./ industry/ corporate houses

[View Document](#)



## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

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

**Response:**

The Government Degree College, Huzurnagar expanded in about 5 acres of campus and main building was constructed with a total built up space of 441 Sq. Mtrs. For effective and smooth running, the College has 8 rooms of which 6 Lecture halls including 2 ICT enabled class rooms, 4 Laboratories are arranged in Classrooms by making partition. In addition, 1 room is allotted for Principal Chamber, Office, and Common Staff Room. One classroom is partitioned for Library and IQAC. Ladies waiting hall, Canteen and Rest Rooms are present.

**Facilities for Teaching-Learning :**

To facilitate Curricular and Co-Curricular activities, the institution has 06 well spacious, good furnished lecture halls each having permanent dual desks, Black/Green boards, fans, tube lights among these one classroom have with LCD Projector facility. These classrooms are for effective teaching learning process and to create and sustain the interest of the students.

All the science departments of the college have laboratories to carry out practicals in the respective subjects. The college has Computer Lab with well configured 5 Computers for teaching and learning of computer subjects.

The college has a Seminar Hall with LCD Projector which can accommodate more than 300 students. Most of the college programs and all the co-curricular activities are conducted in this seminar hall.

The College Library has 1358 Books and 350 titles, magazines, Journals. The library also provides access to more than 67,102,159 e-resources through National Digital Library of India (NDLI) and the open access Databases such as CORE, Science Open, and Statistical databases such as EBSCO.

The college has examination branch having one set of 1- Xerox machine, 1-printer and one computer with internet connection to undertake the exam related work.

The entire college is under CCTV Surveillance with 10 CCTV cameras installed in the entire campus area of the college to provide additional safety and security to the students, staff and infrastructure.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:**

The Government Degree College, Huzurnagar expanded in about 5 acres of campus and main building was constructed with a total built up space of 441 Sq. Mtrs. And 4 acres of ground is available for various kinds of sports and games. The institution has games and sports department having materials pertaining to the games and sports. The college ensures that curricular and extra-curricular activities and promotes the hidden talents of the students in games and sports. Ground is available for playing cricket, Kabaddi, Volleyball, Shuttle Badminton and other games. There is a space available for indoor games such as Carroms and Chess etc.

As part of Yuvatharangam program and college sports day celebrations various games and sports such as Volleyball, Kabaddi, Cricket and Athletics were conducted at college level. The students of the college actively participated in all Games and Sports Competitions. Winners at college level will be participated at District/Cluster/State levels.

The college has a spacious seminar hall, is used for the practice and conduct of various cultural activities such as Singing, Dancing, Elocution and other cultural events. On 21st June of every year yoga day is conducting and awareness creating among the staff and students.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 42.86

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

Response: 3

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:** 98.46

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

2019-20	2018-19	2017-18	2016-17	2015-16
1.63	4.23	3.40	7.10	NA

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

#### Response:

The College Library contains 1358 Books and 350 titles, 3- magazines, 2- Journals. The library also provides access to more than 67,102,159 e-resources through National Digital Library of India (NDLI) , OER (Open Education Resources), open access Databases such as CORE, Science Open, and Statistical databases such as EBSCO.

Name of the ILMS software: NewGenLib

Nature of Automation: Partial

Version: 3.1.3

Year of Automation: 2019

- Library is partially automated with NewGenLib Software developed by Verus Solutions, Pvt. Ltd.
- Provided Online Public Access Catalogue (OPAC) facility for staff and students.
- The software takes care of acquisitions, accessioning, cataloging, serials control, and Circulation.
- Library has an Open Access System to access to its print resources.
- College Library is registered with NDLI (National Digital Library of India) through which students and staff get the opportunity to access e-books and e-journals even in remote areas also.
- Library Website: The college website i.e. <http://gdcts.cgg.gov.in/huzurnagar.edu> offers information about the institution and one section of it is devoted to the library.

College library Site <https://sites.google.com/view/skillzonegdchuzurnagar/home> provides remote access to library's digital resources and offers information about the institution and other student centric information.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

#### 4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** C. Any 2 of the above

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:** 0.18

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

2019-20	2018-19	2017-18	2016-17	2015-16
.09	.15	.49	0	NA

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 17.54

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

Response: 20	
File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>

### 4.3 IT Infrastructure

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

##### Response:

The Government Degree College, Huzurnagar established in the year 2013 and functioning from 2014-15 academic year and during the last six years of its existence the institution has been consistently upgrading its ICT infrastructure.

The faculty working in the Department of Computer Science will take care of the maintenance and up-gradation of the IT facilities.

At Present, the college campus is Wi-Fi enabled with 100 MBPS Speed provided by BSNL broadband connectivity.

Wi-Fi connectivity is provided to the faculty and students hence they can access the internet through their own devices.

##### Details of IT facility available in the college:

**Computer Lab: 5 Desktops.** The configuration is Intel i5 -6500 with 3.20 GHz Processor, 4 GB RAM, 64 Bit OS, 18.5” Monitor.

**Office: 1 Desktop.** The configuration is Intel i3 -4130 with 3.40 GHz Processor, 2 GB RAM, 500 Hard Disk, 18.5” Monitor.

**College Library and IQAC: 1 Desktop.** The configuration is Intel ® Pentium R Dual 2.4 GHz Processor, 2 GB RAM, 500 Hard Disk, 18.5” Monitor.

**Exam Branch: 1 Desktop.** The configuration is Intel i3 -4130 with 3.40 GHz Processor, 2 GB RAM, 500 Hard Disk, 18.5” Monitor.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 13:1

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

**Response:** A. 250 MBPS

<b>File Description</b>	<b>Document</b>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

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

**Response:** 99.91

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

2019-20	2018-19	2017-18	2016-17	2015-16
1.69	4.31	3.41	7.11	NA

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:**

At the beginning of every academic year, the college principal constitutes various committees to discharge various duties for smooth and effective maintenance of the institution. The following committees were constituted in the college for utilizing the physical, academic and support facilities.

- Staff Council.
- Academic Exams Committee.
- Building Maintenance Committee.
- Library Advisory Committee.
- Games and Sports Committee.
- Literary and Cultural Committee.

The specific duties have been assigned to the class-IV employees to look after the daily requirements and cleanliness of all rooms of the college such as the Principal Chamber/Office/staffroom, laboratories, library, classrooms etc. The college senior assistant monitors the work done by the class-IV employees.

The building maintenance committee meets from time to time and verifies the physical verification of the furniture and entire building.

The equipment such as water purifiers (RO plant), fire extinguishers (02), Xerox machine, Invertor, UPS, Desktops and other equipment are normally maintained by the concerned departments and office staff.

The college has taken all the safety measures and precautions regarding the electric appliances and other electronic devices. The power boards are given proper earthing to avoid the electrical fluctuations and short circuits. The electrical fuses and MCBs are kept in safe places.

File Description	Document
Upload any additional information	<a href="#">View Document</a>



## Criterion 5 - Student Support and Progression

### 5.1 Student Support

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

Response: 130.78

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

2019-20	2018-19	2017-18	2016-17	2015-16
46	58	82	88	NA

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

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

Response: 5.37

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

2019-20	2018-19	2017-18	2016-17	2015-16
3	3	3	3	NA

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

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

##### 1. Soft skills



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

**Response:** B. 3 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

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

**Response:** 63.37

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

2019-20	2018-19	2017-18	2016-17	2015-16
74	28	32	30	NA

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

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

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

**Response:** A. All of the above

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>

## 5.2 Student Progression

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	NA

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

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

Response: 114.29

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

Response: 16

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

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

Response: 0

#### 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	NA

#### 5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government

**examinations) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	0	0	NA

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.3 Student Participation and Activities**

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

**Response:** 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	NA

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

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

**Response:**

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

1. Anti-ragging Committee.
2. Internal Compliance Committee.
3. NSS Committee.
4. Women Empowerment Cell/Committee.

Students conduct activities with the help of the faculty on occasions like important days of Nation, organization of events, Fresher's day, Farewell day, and College annual day are done by the students.

The college provides facilities to conduct various events organized by students on different occasions, to provide an opportunity to students to show case their innate talents in cultural and literary activities. "Bathukama" is the cultural festival of Telangana state celebrates every year by students and staff.

**Yuvatharangam** is one such a big event wherein students participate in all cultural and literary competitions held at College, Cluster/District and State levels.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 25.5

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

2019-20	2018-19	2017-18	2016-17	2015-16
26	47	14	15	NA

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 5.4 Alumni Engagement

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

**Response:**

The Government Degree College, Huzurnagar has a registered Alumni Association. During Six years of existence of college the Alumni Association actively functioning from 2017-18 academic year for the overall development of the institution. The college has nurtured healthy relationship with students who completed their studies in this institution.

Students come to this college with rural background and hail from socio-economically backward sections. So, completion of graduation is a big challenge on their part. However, the college receive little amount of fund from Alumni Association to set up college entrance “Name Board”. Apart from this their valuable suggestions are highly appreciable and useful to this institution.

As stakeholders, they participate in the meetings for the discussions about curricular and infrastructural developments. Alumni members have been encouraging the students in various activities such as preparing for final examinations, PG entrance examinations, competitive exams and community support activities. To offer valuable suggestions from the Alumni, the college invites on different occasions to motivate and encourage the students for development in all aspects.

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

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

**Response:** E. <1 Lakhs

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

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

##### Response:

The governance and efficient leadership of the institution mainly focus on accomplishing the objectives of its vision and mission. The college was Sanctioned 08.08.2013 Rc No. Mo. 370 / GDC & CS- 2-203 Government of Andhra Pradesh, Basis on the GOMs. No. 342 Department of Higher Education 16/12/2013, sanctioned survey number 138 and available 5 acres government land for the construction of new building, forty one (41) Teaching & Non-teaching posts sanctioned. Present working Regular teaching staff (06), Librarian (01) Contract teaching faculty (05), Guest faculty (02), Senior Assistant (01), Junior Assistant (01), Record Assistant (02) & Outsourcing Record Assistant (01) & Outsourcing Office subordinates (04). These people are working in this college dedicated towards to college development activities. Academic Year started from 2014-15 in Government Junior College premises availability of 2 Rooms up-to 2016 December, from January 2017 onwards the classes are running at new building, catering to the higher education needs of the students of this region. It is the only Government co-education college in the neighbourhood of 20 Kms as no college has survived and sustained to compete with the competence and potentiality of its academic excellence. This institution works towards transforming its vision into reality. It always strives, empowers and caters to the higher education requirements of the deprived sections of the society. This college transforms its students into academicians, employees, businessmen, politicians, etc with its quality teaching. It imparts training for their all-round development of personality and also to change the society into a better one. Hands-on experience is provided to the students as livelihood and sustainability are core values of this institution. This institution provides equal opportunities to all students, maintains gender equity on its campus and takes special care of the needs of all the physically/visually challenged students. Its organisational structure is very strong with the inspired Principal, Academic Coordinator, In-charges of all departments, lecturers and members of the non-teaching staff to take care of the academic requirements of the students of this college. They ensure proper implementation of the policies of the State Govt. and Office of the CCE, Hyderabad.

Senior lecturer among the members of the teaching staff they assist the Principal in all the administrative matters including correspondence with officials. The Academic Co-ordinator is In-charge for academic matters and senior lecturer is the In-charge in the department and all other lecturers assist him in department and academic matters. This institution maintains high quality in teaching-learning and other academic, co-curricular and extra-curricular activities through its well-qualified and well-experienced lecturers. The volunteers of one NSS unit contribute to community development with their selfless activities. The Career Guidance Cell enlightens students on employment and higher education opportunities after graduation and also on the job requirements of global market. The Principal convenes staff meetings regularly and involves all lecturers in the planning on issues. Resolutions are taken during the meeting by making all of them accountable. The college IQAC ensures effective conduct of curricular, co-curricular and extra-curricular activities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

#### **Response:**

This college practices the policy of decentralization and participative management in its day to day administrative and academic matters. All the policy decisions resolved in the college Staff Council meetings are implemented through various committees by formulating working procedures with mutual cooperation and coordination of the lecturers of the other departments.

All the lecturers and a few nominated students are involved in the decision making process. They enjoy freedom of expression for the overall enhancement of academic quality in the college. They discuss and pass resolutions in the meetings, conduct academic activities and maintain the records of curricular, co-curricular and extracurricular activities.

The Principal convenes a Staff Council meeting at the beginning of the academic year and plans academic and curricular activities to be conducted in the academic year in consultation with other lecturers.

He constitutes different committees and ensures freedom and autonomy for effective implementation of the student programmes. There are Twenty Nine such committees besides Academic Council and Staff Council.

All the In-charges of departments are given freedom for overall supervision of their respective departments. He / She supervise all the academic matters with the assistance of other lecturers in the department. Suggestions and steps for improvement given by the lecturers are accorded due importance. Measures are initiated for their effective implementation. Members of the non-teaching staff and a few students are made members in certain committees to promote participative management. Suggestions from parents, students, well-wishers, officials and other elite of the town are also solicited informally for enhancing participative management in the college.

#### **Decentralization in the college administration**

Principal is the Head of the institution; teaching & non teaching staff assists the Principal in day to day college administration. Academic Coordinator takes care of the **UG 1st** year admission process, plans academic activities and conducts tests and examinations as per the University Almanac. In charges of Departments supervise their departments' activities so that classes are engaged by the lecturers as per the time table and give suggestions for the academic growth of the college. Every lecturer is made a Class Counsellor (Mentor). He / She investigates the academic / personal problems of the students and gives counselling accordingly, apart from engaging classes regularly. In the non-teaching side, the Senior Assistant, Junior Assistant and Record Assistant and other attenders are helping to the institutional needs.



File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

#### Computer Literacy Programme

The institution wants to make all stakeholders, teachers, students and non teaching staff computer literates. Established 03 ICT tools to cover all departments, so that the facility is utilized by everyone. Identifies the students, who require computer knowledge, lists out, prepares schedule and allots slots to them to acquire the skill. A One day workshop on ICT was conducted for teachers (details are enclosed). A special package of Certificate Course on **MS-Office** and Documentation was conducted. Trained the students to make use of internet in a productive way. Trained them on creation of e-mails, checking of e-mails, replying to e-mails.

#### Organisational structure of the institution:

It is a Government Degree College run by the Telangana State Govt. and the Office of the Commissionerate of Collegiate Education (CCE), Hyderabad. Both formulate rules and regulations and the college follows them in letter and spirit. They extend financial assistance to the institution in the form of salaries to the employees and for infrastructure development.

This institution is affiliated to Mahatma Gandhi University, Nalgonda District Telangana state. It follows the almanac of the University and adheres to the academic schedule, including conduct of internal assessment tests and University examinations.

Different committees, like Sports & Games Committee, Library Committee, Literary Committee, Cultural Committee, Special Fee Committee, Furniture Committee, Anti ragging Committee, Women Empowerment Cell, Student Advisory Committee, Parent & Teachers Committee and College Alumni Association Committee, Research Committee etc., are constituted with one senior lecturer as the Convener and Two or Three lecturers as members, including one or two students for transparent and effective functioning. They recommend measures for effective academic, co-curricular and extra-curricular activities and infrastructure development of the college.

All the employees of the college are governed by the Service Rules framed by the Telangana State Government. They have benefits and welfare schemes like Provident Fund, Medical Leaves, Wellness Centres, General Insurance Scheme, etc.

The Office of the CCE issues proceedings for implementation of any activity, benefit or scheme to the staff or students and the college implements them in intensively.

Recruitment of lecturers and members of non-teaching is done by the Telangana State Government.



APPSC (Combined State) / TSPSC issues recruitment notification, conducts examinations and interviews and recruits' candidates to the Govt. Degree Colleges.

A lecturer, who has put in fifteen years of service in a Govt. Degree College and attains Ph.D., can be promoted as the Principal of a Govt. Degree College.

A Junior Lecturer working in a Govt. Junior College (+2 level) and gets through the National Eligibility Test (NET) / State Eligibility Test (SET) can be promoted as a Assistant Professor to a Govt. Degree College.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

#### Response:

Principal is the head of the Institution. Teaching staff who assists in official activities and the Academic Co-ordinator, who oversees all academic activities including UG I year admission process and conduct of university examinations. The IQAC Co-ordinator plays an important role in the maintenance of quality in academic matters. The senior most lecturers in every department they are the in charge of department. All such in charges are members in the Staff Council. All lecturers are responsible for effective teaching-learning process. Every lecturer is nominated as a Class Counsellor and he/she investigates the academic/personal problems and resolves them.

There are Senior Assistant, Junior Assistant and Record Assistant, etc, in the non-teaching staff and they take care of all the issues of the employees and students, including salaries and scholarships. They also prepare rough drafts for correspondence to be made to the higher officials. Office subordinates look into (Outsourcing) cleanliness of the college.

File Description	Document
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

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

**Response:** B. 3 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

#### Response:

Members of the full-time teaching and non-teaching staff of this institution are the Telangana State Govt. Employees and the Govt. takes care of them and their dependents from the date of their appointment till their retirement and demise. On its part, the institution provides the following welfare measures to its staff with the financial assistance from the Telangana State Govt. and UGC. These include providing trainings, concessions, monetary benefits, leaves, allowances, better working conditions, taking care of health problems, etc.

**Earned Leaves:** Six days of Earned Leaves are credited into the account of the employees during a calendar year. Members of the teaching staff who are prevented from availing summer vacation due to semester exams are also sanctioned extra Earned Leaves in proportion to the working days. The Non-Gazetted Officers and Class IV employees, who work during summer vacation, are also eligible for extra Earned Leaves. All are eligible to surrender these leaves at credit not exceeding 300 days in case of retirement or demise for encashment.

**Medical and Half-Pay Leaves (HPL):** Employees are eligible for twenty (20) Half-Pay Leaves on completion of one year of service from their date of joining into service. They are also eligible for sanction of HPLs commuted into full pay on medical grounds for a total period of 480 days during their service on submission of the Medical Certificate, issued by the competent Medical Officer.

**Special Casual Leaves to Women Employees:** All the women employees of the college are eligible for five extra Special Casual Leaves in addition to the existing Leaves. They also get an extra leave on the International Women's Day (8th March) every year.

**Maternity/Paternity Leaves:** In view of the domestic needs, women employees of the institution having two or less than two children, are eligible for sanction of 180 days of maternity leaves. Further, male employees are eligible for fifteen (15) days of Paternity Leave for 2 or less than 2 children.

**Childcare Leaves to Women Employees:** Women employees are eligible for sanction of 90 days of leave, in not less than six spells, for taking care of their first two children till they turn the age of 18 years.

**Medical Reimbursement:** All the employees are covered under the Medical Reimbursement Scheme. Reimbursement of the expenses, met by them and their dependents are provided on producing certificates, bills, etc.

**Tuition Fee Concession:** Non-Gazetted and class IV employees are eligible for the Tuition Fee Reimbursement up to an amount of Rs. 2500/- per child to two children, on submission of fee receipts, certificates, etc

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 7.48

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	0	1	NA

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:** 1.75

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

2019-20	2018-19	2017-18	2016-17	2015-16
2	3	2	0	NA

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:** 23.48

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

2019-20	2018-19	2017-18	2016-17	2015-16
2	3	2	2	NA

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:**

Performance Appraisal System (PAS) is in place for evaluating the performance of the members of both the teaching and non teaching staff of this college. It is designed by the Office of the Commissionerate of Collegiate Education (CCE), Govt. of Telangana. The copies of the Performance Appraisal System are given to about ten randomly selected students in each class. Questions included in the Performance Appraisal System are

Teacher's punctuality.

Time management.

Syllabus coverage.

Availability of the teacher outside the classroom.

Communication with the students. Doubts clarification outside the classroom. Awareness of the competitive exams and Career Guidance to the students.

Departmental tests.

Orientation programmes.

Training on the use of computers and other equipment and E-office training on paperless work.

The outcomes of the PAS are basically aimed at institutional development and following better teaching

learning methods and activities.

The performance of the members of the non-teaching staff is appraised by the Office of the Commissioner of Collegiate Education through-

Departmental tests,

Orientation programmes,

E-office training on paperless work and Training on the use of computers and other equipment.

This institution evaluates the academic performance of all lecturers through Academic Performance Indicator (API) score. The same is analysed in an informal way and the report is submitted to the Office of the CCE as and when asked for. The score is considered for the Career Advancement Scheme (CAS) and also for the State Best Teacher Award.

The Office of the CCE conducts Yuvatarangam, an Academic Festival. The performance of the members of both teaching and non-teaching staff is assessed on the basis of the given indicators at the district and state levels. The selected members at the State level are awarded with certificates of appreciation.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

There are funds from the Govt. of Telangana, University Grants Commission (UGC), for the salaries and infrastructure development of the college apart from fees collected from students.

The internal audit of the college is taken care of by the Principal and other members of the non-teaching staff. Care is taken to see that cash books are maintained properly and regularly. Restrictions are imposed on the amount spent, keeping in view audit objections.

The external audit is done by the auditors of the Office of the Regional Joint Director of Collegiate Education, Warangal and the Office of the Commissioner of Collegiate Education, Hyderabad, particularly at the time of the retirement of the Principal of the College. However, no such audit was done in the last five years by them.

Expenditure pertaining to the budget released for conducting NSS activities in the college and for conducting camps are also audited by the competent authority before submitting to the authorities concerned.

A committee is constituted as and when objections are raised by the audit team to look into them. They discuss and analyse objections and suggest steps for their redressal.

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

**Response:** 4.03

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

2019-20	2018-19	2017-18	2016-17	2015-16
.33	.15	3.55	0	NA

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:**

The Government of Telangana, the Office of the CCE, University Grants Commission (UGC) are the main sources of funding to the college. However, the institution also mobilizes funds through fees collected from students building rental charges from Dr. B.R. Ambedkar Open University for conducting classes and exams and requests to the higher officials like the District Collector for specific purposes.

Optimal Utilization of Resources:

The Seminar Hall in the college is used for many Govt. programmes and also for conducting training classes at the time of General Elections. Programmes like LEGAL Awareness is given here by Senior Civil Judge Smt. K. Jayanthi, many competitive exams like Village Panchayat Secretaries Test, Police Constable Test etc, and Entrance Tests like Polytechnic, B. Ed, etc. are conducted in the college. The college is also a centre for distance learning. Classes of Dr. B.R. Ambedkar Open University Hyderabad are engaged on Sundays. Conducts Exams of this University.

## 6.5 Internal Quality Assurance System

**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the**

## **quality assurance strategies and processes**

### **Response:**

Internal Quality Assurance Cell (IQAC) of this college has contributed significantly for institutionalizing quality assurance strategies and process in the following three areas

Academics

Administration

Infrastructure

### **Academics:**

This institution is committed to promote quality teaching and learning process apart from focusing on personality development of students through-

certificate programmes for skill development,

training programmes

curricular, co-curricular and extra-curricular activities.

Such programmes are aimed at expanding the horizon of knowledge and overall development of students.

All measures are ensured in upbringing discipline and good character building in the students. It also strengthens their mental maturity and focuses on their holistic development.

The following academic quality assurance processes have been institutionalized

Teachers' quality enhancement.

Effective delivery of curriculum.

Strengthening research activities.

All round development activities.

Orientation Programmes Skill development courses.

Placements - Student centric learning activities.

Preparedness for challenges in future Additional academic support.

### **Administration:**

The administrative system supports the institution in enhancing quality education. Different committees are



constituted for administrative needs and also for providing better facilities to the staff and students.

Various coordinators facilitate internal administration of their departments and programmes. Overall administration of the college is supervised by the Principal.

### **Infrastructure:**

The available infrastructure in the college supports the needs of the quality policy conducive to the academic and administrative process. There is an integrated framework for quality assurance of the academic and administrative activities.

Other infrastructure initiatives for quality enhancement include:

Providing necessary equipment and facilities to carry out research work at the college level. Providing ICT-enabled facilities to teachers, students and members of the non-teaching staff. Strengthening minimum requirements in the institution to create congenial academic environment.

Good stocked and Partially Automated library takes care of the academic needs of the lecturers and students.

Good ventilated and spacious classrooms, Virtual Classroom & sports facilities, NSS, equipped labs etc are some of the other infrastructural initiatives for quality enhancement.

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

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

### **Response:**

This institution is committed for the sustenance of quality teaching and learning process through its IQAC, set up as per norms. There is a structured mechanism to review this process continuously in the following way-

Mechanism Structure/Methodology of operations Outcome.

1. Teaching Diary



Date-wise, time-wise details are recorded Lecturers realize the importance of adhering to the academic schedule

## 2. Attendance Register

Number of classes taken against the number of working days gives a direct measure of teaching input Lecturers realize the importance of maintaining academic records.

## 3. Student Feedback

Appraisal forms are given to the students and are confidentially collected and passed on to the In charge of the Dept.

## 4. Performance Appraisals

Self-appraisal of the performance is done by the lecturers. The Principal marks his assessment in the form of grade points.

Lecturers identify SWOT analysis

## 5. Result Analysis

It is done for finding out the performance of the students in the university exams and efficiency of the lecturers.

Lecturers take stock of the analysis and take remedial measures, if needed.

## 6. Staff Meeting

The Principal convenes such meetings for improving academic activities and infrastructural facilities in the college.

Lecturers feel increased accountability.

There is an effective quality management and enhancement system in place. IQAC of this college has contributed significantly to institutionalize quality assurance strategies and process.

Meetings with students, parents, alumni, and community members are organized to communicate quality assurance policies, mechanism, and outcomes of the college.

Other initiatives taken up by the IQAC to enhance teaching learning process include:

Distribution of Academic Calendar at the beginning of the academic year and

providing study material in all subjects, ICT-enabled teaching, Timely encouraging the teaching faculty in Faculty Development Programme (FDP), Orientation Courses (OC) and Refresher Courses (RC) and such other programmes, time bound assignments and study projects, counselling by the Class Counsellor on academic and personal issues of the students, remedial coaching classes for academically weak students,

review of attendance of students and sending SMS or Whats App messages to the irregular students, continuous monitoring of class work through sudden spot checking and video monitoring, students' feedback on curricular, infrastructure and quality of teaching, etc., use of social network like Whats App for quick communication on important matters, informal meetings with parents and other stakeholders, departmental meetings convened by the respective In charge of the department, Staff Council and Staff Meetings convened by the Principal from time to time, Result Analysis Meeting and Academic Audit either by the affiliating University or by the Office of the CCE, Hyderabad.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 6.5.3 Quality assurance initiatives of the institution include:

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

**Response:** B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

##### Response:

Gender equality is achieved when all humans enjoy the same rights as well opportunities across all sectors of the universe. Welfare of the world is not possible unless the conditions of all genders are improved equally and sensibly. So that, the GDC- Huzurnagar initiated so many measures for the promotion of gender equity and sensitization during the last five years.

##### Safety and security:

- Government Degree College Huzurnagar gives prime priority to Women safety and Security.
- WEC, Disciplinary committee, grievances and redressal committee and anti raging committee of the college pay special attention on the Safety and security of women in the college zone. All types of miss behaviours towards women are viewed seriously.
- Concern committee members move around the campus to ensure safety and security of women students and faculty.
- CC camera surveillance arranged at the key points of the college with the control room in the chamber of principal for continuous monitoring.
- Two fire extinguishers are arranged for the purpose of the safety of the college which includes women safety and security.
- Police of Telangana giving support to the institute by providing she teams for the safety and security of women.
- There is a first aid room in the college to provide safety for the women along with other stakeholders of the institution.
- Even though, college is far from the bus stop, girls' students are not facing any problems like eve teasing etc, because of the good concern of the co-traveller students and faculty of the college.
- Institute conducted Karate and yoga for girl students for self defence perspective.
- Institute organised fire-meet for girl students along with other stakeholders to create awareness on fire accidents.

##### Counselling:

- With the help of mentor mentee system, every, especially girl students can access with their respective faculty to get counselling to solve their problems.
- So many counselling sessions are organised for girl students on various issues such as their Health and hygiene, the evil of early marriages, women legal rights, self defence, self help activities etc.
- By conducting various programmes all departments encourage girls, regarding need of higher education for girls. These programmes also useful, to reduce dropouts particularly from girls. Because of these programmes so many girl students at this institute get admissions in Post Graduation courses in the Universities like Osmania and Mahatma Gandhi.

##### Common Room:

- All though college has few rooms, college has provided common room for ladies to meet their needs like relaxing, reading and having lunch etc.
- Department of library is providing books, Newspapers in common room for women faculty and girl students to enhance their knowledge.

Pot- lunch programs were conducted by W.E.C towards achieving gender sensitization.

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

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

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

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>

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

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

Response:

As per Mahatma Gandhi “There are sufficient resources on this planet to answer the need of all, but not enough to satisfy everyone's greed. So that, the Institution is giving utmost importance not only to resource management but also waste management. Minimizing waste is the best way in the process of the wastage

management of the institute. In this purpose, college conducting the various programs. Mainly, College pay attention on four types of waste managements, along with waste recycling system.

### **1) Solid wastage management system:**

The main solid waste in the campus includes waste papers, dust from the classrooms, fallen lives and sticks of trees and damaged vegetables of kitchen garden. To manage the wastage of solid, college arranged two compost pits. In the part of swatch Bharat, NSS activities we collect all types of solid wastage. After separating it into two parts as Bio-degradable and Non-Biodegradable waste, we dumped all of these wastage in the compost pits.

### **2) Liquid wastage management:**

As the college situated in a low-lying area, rainwater flowing into the college ground rainy seasons. To manage this the college dug two recharge pits/rainwater harvesting pits at pivotal points of the college and store the wastewater. With the help of these, the level of water table of the bore-well in the college and nearby areas rise up. Wastewater from R.O plant is being channelized into college garden to grow vegetables. Used soap water is also channelized into soap water pit which arranged by college for that purpose particularly.

### **3. e-Wastage management:**

As college has a small computer lab with few computers e waste generated not much daily. The e -waste such as used electronic parts, burned electric bulbs, wires, computer peripherals certified broken or unusable. This waste usually set a part for reuse, resale, salvage, recycling, or disposal.

### **4. Biomedical waste management:**

Even though, college has small area of land in size, plans to plant Bio- garden in the campus. There are some Bio-medical plants available in this garden. By using the waste of medical plants Department of Botany and Department of Chemistry are preparing “**Herbal Shampoos**” and “**Pain Relief oils**” as their best practices.

### **5. Wastage recycling system:**

College managing recycling system, its level of best. With the help of solid waste from the compost pits college continuing organic forming. With the help of the wastewater from R.O plant college growing plants. In the part of rainwater management, college dug canals up to outside crop canal which located nearby College compound wall and send waste rainwater up to the surrounded agricultural fields through this crop canal to make farmers happy. By using e-waste, Department of computers making so many decorative articles and teaching material. With the help of bio waste “Herbal shampoo” is preparing by the department of Botany and Pain relief oil by the department of Chemistry.

By doing all these, college is not interesting for immediate fruits but expecting fruitfulness for future generations of the nation.

File Description	Document
Geotagged photographs of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.4 Water conservation facilities available in the Institution:

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

**Response:** A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

#### 7.1.5 Green campus initiatives include:

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

**Response:** Any 4 or All of the above

File Description	Document
Geotagged photos / videos of the facilities	<a href="#">View Document</a>

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

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

**Response:** C. 2 of the above

File Description	Document
Certificates of the awards received	<a href="#">View Document</a>

**7.1.7 The Institution has disabled-friendly, barrier free environment**

- 1. Built environment with ramps/lifts for easy access to classrooms.**
- 2. Divyangjan friendly washrooms**
- 3. Signage including tactile path, lights, display boards and signposts**
- 4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
- 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**Response:** C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

V.A. Smith, eminent historian called India as “Ethnological Museum”, as India is place of diverse races. Hence to bring unity among these entire disparities inclusive environment is the need to be maintained.

In providing an inclusive environment in the institution GDC Huzurnagar initiates so many programmes and activities related to tolerance and harmony towards culture, regional, linguistic, communal, socio-economic and other disparities.

In the beginning of every academic year, College organizes induction programme for new students of all courses. In this programme, Principal of the college and senior faculty members address the students. They aware students regarding inclusive environment to avoid cultural, regional, linguistic, communal, socio-economic and other disparities. In this induction programme senior students at the college also given opportunity to express themselves regarding their experiences in the institution to inspire new students. Along these messaged talks, cultural programmes like songs, dances, skits, and mimicries also demonstrated on the venue. Because of all these, every student forgets the gaps between one and others. And also, everyone mingles friendly and enthusiastically with others. This kind of inclusive environment is encouraged throughout the academic year to bring tolerance and harmony towards all kinds of disparities.

In the middle of every academic year, before Vijayadashimi festival there was a festival, named “Bathukamma” celebrated in the campus of the college. As Bathukamma is the state festival of Telangana every educational institute including ours celebrate this in the enthusiastic environment. Girl students and women employees of the college take part in this festival by collecting and arranging flowers as their Bathukammas. Even though females have important role in this festival, remaining male students and employees also participated in this with healthy and happy feels. Because of this inclusive environment provided by this festival everyone mingles with others beyond their cultural, communal, linguistic disparities to bring harmony and tolerance in the college. Once, when celebrating this festival, some girls

belong to non-related religion also take part in this, by performing dances for Bathukamma songs. This can be considerable as the commitment of the college in bringing tolerance and harmony towards all disparities.

Students at this college celebrate Friendship Day, Rakshabandan and New Year beginning day also in the environment of harmony and tolerance among all the students.

Sometimes, in some Departments, by giving financial contribution faculty encourages poor students to celebrate their birthdays also. Faculty expects tolerance and harmony from these practices by dissolving inferiority complexes among the poor students.

On Kaloji Narayana Rao birth anniversary Dept. of Telugu conducts programmes to dissolve linguistic disparities among all accents of Telugu language.

Department of English conducts activities on LSRW (Listening, Speaking, Reading, and Writing) to dissolve linguistic disparities among the students who came from Telugu medium background.

Not only in bringing tolerance, harmony but also in bringing the development of the nation inclusion has a significant role. Hence, College committed in this regard by organising programmes and taking measures.

File Description	Document
Any other relevant information.	<a href="#">View Document</a>
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

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

##### **Response:**

As per Dr. BR Ambedkar “However good a Constitution may be, if those who are implementing it or not good, it will prove to be bad. However bad a constitution maybe, if those implementing it are good, it will prove to be good”. So, that higher educational institutions have significance role in making good citizens towards implementing Constitution, good. In this regard to sensitise students and employees of the institute to the constitution obligations, GDC, Huzurnagar organised so many programs during the last five years. 26th January of every year celebrated as Republic Day in the campus. On this day institute invites elders like freedom fighters, constitutional experts to inspire students and employees with their speeches. Along with this day, every year on 26 th November institute celebrate Constitutional day. On this day students make to known about the important components of the Constitution and their role in strengthening the Indian Democracy. On this day Principal of the college explains the need of Code of conduct, Academic annual plan to the Institute like constitution to the country. In this context, every stakeholder came to known to need of following the rules and regulations of the college with their commitment and social responsibility for the welfare of the institute.



Institute celebrates 10th December of every year as World Human Rights Day, in view of this, faculty as well as guest of honour explains the significance of the Indian Constitution by providing the fundamental rights and duties. On this day students and employees were aware how they get protection for their rights from honourable courts with the help of the article 32 of Indian Constitution.

In the part of 150th Birth Anniversary celebrations of Mahatma Gandhi institution conducted number of programs. With the help of these, institute aware students and employees regarding values like Non-violence, humanity truthiness, love, peace, righteous conduct etc. In the part of these celebrations, Biopic movies on Mahatma Gandhi, Nelson Mandela Ang-son-sukee demonstrated in the e-classroom of the college. In this regard Swach Bharath, clean and green activities also conducted by participating students and faculty to make aware on “Dignity of Labour”. Students and faculty take part in this celebration with simplicity in all aspects, to aware students particularly about the significance of simplicity in human life.

25th January of every year, institute organises the National voter’s day program in the Campus. In this, students and faculty aware towards the importance of right to vote in strengthening the democracy. Sometimes, with the collaboration of the revenue Department of Telangana, institute provided opportunity to students to get voter ID cards to those who ever eligible as per their age conditions. Sometimes, with collaborations of Election authorities, institute takes initiations to correct the mistakes which occurred in the Voter ID’s of the students, faculty and local needy. As Youth has importance in nation building, GDC, Huzurnagar conducts so many programmes to make students, good citizens of India.

File Description	Document
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View Document</a>

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

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

**Response:** A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

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

#### Response:

The spirit of Patriotism and social conscious fervor are very much pervading in the air of Huzurnagar. To enhance that spirit Institution organized so many programs on commemorative days, events, and festivals.

#### Commemorative Days:

With the objective of creating awareness and generating inspiration among the students, staff, and other stakeholders the institution is celebrating so many commemorative days during the last five years as below.

- Birth anniversary of Savitribai Phule on 3 rd January.
- International yoga day on 21 st June.
- International Women Day on 8 th March.
- National girl child day on 24th January.
- Telangana Basha Dinotsavam on 9 th September.
- Abdul Kalam birth anniversary observed as World students day on 15 th October .
- Isaac Newton birth anniversary on 4th January.
- Einstein birth anniversary on 14 th March.
- Indian constitution day on 26 th November.
- World Human Rights Day on 10 th December.
- National voters' day on 25 th January.
- National Unity Day on 31 st October.
- World Tourism day on 27 th September
- World Computer Literacy Day on 2 nd December.
- World Diabetes day on 14 th November.
- World Tuberculosis day on 24 March.
- National Science Day on 28 th February.
- Madame Curie birth anniversary on 7 th November.
- World Ozone day on 16 th September.
- National Mathematics day on 22 nd December.
- National Librarians day on 12 th August.
- World Consumers rights day 15 th March.
- Charles Darwin birth anniversary on 12th February.
- English Language day on 23 rd April.

- World Population Day on 11 th July.
- World Water Day on 22 nd March.
- Telugu Bhasha dinotsavam on 29 th August.
- National Teachers day on 5 th September.
- National education day on 11 th November.
- World Knowledge day on 14 th April.
- Kill Cancer day on 4 th February.
- International day against Drug abuse and illicit trafficking on 26 th June.
- World AIDS Day on 1 st December.
- International mother language day on 21 nd February.
- NSS day on 24 th September.

#### **Commemorative events:**

To inculcate the spirit of commitment and confidence among the students and other stakeholders the GDC-Huzurnagar organised so many important events in the college as bellow.

- 150 th Birth anniversary celebrations of Mahatma Gandhi.
- National Library week celebrations.
- NSS golden jubilee celebrations.
- Mother feeding awareness week.
- Parthenium Awareness week.
- Awareness programme on Vizag explodes.
- Awareness programme on Covid-19.
- Webinar on sustainability of Indian Economy in the light of Covid -19.

#### **Commemorative festivals:**

To bring enthusiastic feel and to establish Unity in diversity concept among the students and other stakeholders GDC, Huzurnagar celebrates so many programmes with festive environment as below.

- Independence Day on 15 th August.
- Republic Day on 26 th January.
- State formation day of Telangana on 2 nd June.
- Welcoming a day for New students.
- Farewell day for the final year students.
- New year celebrations.
- Friendship day.
- College Annual Day.
- Bathukamma Festival celebrations.

By conducting all these commemorative days, events and festivals college expecting all-round development from the students and other stakeholders.

File Description	Document
Geotagged photographs of some of the events	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 7.2 Best Practices

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

**Response:**

**BEST PRACTICE -1:**

### **CO-OPERATIVE FARMING**

With the co-operation and co-ordination of the staff and students, we are conducting one of the best practices in the name of “Co-operative farming”. Most of our students and staff belong to rural background, all of them know the importance of agriculture in the life of human beings. Especially vegetable farming has the greater role in the regular life for lively hood. In view of this, our college take initiation to cultivate vegetables and leafy crops in the name of “Co-Operative farming”.

- To provide Agri-work experience to the staff and students with the co-operative and co-coordinative orientation.
- To provide healthy and nutritive food by preparing and serving vegetable salads to the students and staff.
- To accumulate funds to provide books and other materials to the students.
- To bring awareness regarding organic farming system among the students, staff, stakeholders and community.
- To utilise the available resources like land, Bio-degradable wastage, water etc. in proper way.
- To create awareness among the students regarding resource management by controlling misuse of sources.

**The Context:**

- All the Students of the institution are coming from downtrodden background.
- Because of their poor, economic background they are not affordable to purchase quality food.
- Sometimes, most of our students come to college without having any breakfast at least. As they are not bringing lunch boxes, it is becoming very hardship to them to stay afternoons in the college.
- Especially number of girl students of our college are facing iron deficiency problems. If it continuous they may affect by anaemia in their upcoming future.
- Even though, they do not know the significance of Organic farming, most of our students go to agricultural woks for their livelihood whenever they have holidays.
- Even though, the region of Huzurnagar well-known for its agricultural crops like Paddy, vegetables

and also for rice mills, the farmers are not interesting in organic farming, which is advanced.

In the above context GDC, Huzurnagar takes initiation to start Co-Operative farming as our best practice.

### **The Practice:**

As per the programme in June /July month of every year we plant vegetable, leafy seeds in the soil of college land. After two or three months we get crop with the organic farming method. We used these organic vegetables to prepare and serve salads to students once in fifteen days. From remaining excess crop, we sell some of crop to the students and staff at minimum cost. That amount of money collected in the form of “**Hundi**”. We meets the expense of books and other material to provide students from that accumulative fund.

### **Evidence of source:**

- Because of serving vegetable salads to the students, they able to spend their evenings in the library to prepare for competitive exams, on that days.
- Now and then by having raw vegetables students are interesting to spend afternoons in the college to participate in games.
- We experienced a lot of changes occurring in the health aspects of the girl students after this best practice.
- Students are spreading awareness regarding organic farming in their respective villages.
- We provided reading table and some books in the library with the help of funds collected from this practice.
- We arranged compost pits in the campus of the college to collect Bio-degradable wastage to use in this organic farming as Bio-compost.

### **Obstacles faced and problems encountered:**

- Time planning to conduct this practice is the main problem. As faculty and students voluntarily allotting their zero time/ before and after college hours to this, we are overcoming the problem of time planning.
- It is becoming the hardship to continue this best practice during long term vacations like summer. But by sharing duties among the staff in the vacations we are protecting this spirit to resume easily in the next crop time.
- In the light of Covid-19 we are facing problems to work collectively. But by fallowing Covid -19 guidelines issued by Government of India we are continuing this best practice.

### **Best practice-2:**

#### **SUJALAM-SUPHALAM**

### **Objectives:**

- To aware on water pollution problems to the people.

- To know the scientific evidence on water quality.
- To participate students in public awareness programs.
- To compare water quality parameters to health of public.
- To bring the thoughts on lab-to-land concept.
- To provide excess laboratory skills along with curriculum.

### **The Context:**

The water quality of Huzurnagar Constituency based on lakes, bore wells and tap water have a considerable importance for the reason that these water resources are generally used for multiple matters such as: drinking, domestic and residential water supplies, agriculture irrigation.

Studies focusing on quality of water bodies from Huzurnagar region and especially of major bore wells, tap water and Lake water. The water in this area has polluted by continuous paddy crop, wastewater from rice mills which are using excess of water, ultimately change nature of water bodies.

So, this study has a great importance for the reason that it describes the suitability of surface water sources of overall water quality information to the concerned citizens. Most of the studies related to the assessment of the water resources quality use.

### **The Practice:**

Water is more precious segment after air in the environment. We are using it in multiple purposes in all life activities on the Earth. Quality of water is important for health & wealth of the Nation.

Quality of water can be decided by estimation of parameters like

PH , TDS (Total Dissolved Solids), Hardness (Total, Permanent & Temporary), Alkalinity, Chlorides (Cl<sup>-</sup>), Sulphates (SO<sub>4</sub><sup>2-</sup>), Phosphates (PO<sub>4</sub><sup>3-</sup>), Ca<sup>+2</sup>, Mg<sup>+2</sup>. Based on estimated parameters can be compared with Permissible Limitations suggested by Central Pollution Control Board (CPCB) in India.

Our institution undertook the project with the help of department of chemistry to practice on “Comparison of Quality Parameters of Water in Huzurnagar Region, Telangana & Remedial Methods of Better usage of Water” as Sujalam-Suphalam.

In this study, we took the following villages randomly around Huzurnagar town, where more students are coming to this institution, Government Degree College. They are:

1. Rayanigudem
2. Bakkamanthulagudem
3. Karakkayalagudem
4. Burugugadda
5. Singaram
6. Amararam
7. Matampally

In these villages around 33 water samples are collected and coded as B8-B39.

Along with these, 7 borewell water samples are studied where public usage is more. They are:

1. Bore well beside Town hall (B34)
2. Bore well near Ravichettu Bazar (B35)
3. Bore well at Lakavaram Road (B36)
4. Bore well at Muthyalama Temple (B37)
5. Bore well at Mutton Market (B38)
6. Bore well at Parlakottam Bazar (B39)

7. Bore well at Srinivasa Theatre (B40)

It is becoming a practice since 2018. Now we are showing it as one of the best practices in the institution.

#### **Evidence of Source:**

After the careful study of analysis, interpretation and discussions of the numerical data following conclusions have been drawn for the ground water of Huzurnagar city & its surrounding villages which are under study as random manner.

The groundwater samples are crystal clear, odorless, and palatable. Most of the bore wells yield potable water with moderate mineral or dissolved salts. Water is soft in almost all the sampling points except villages near to Cement industry. But Tank water parameters deviated from drinking water limits.

As there is no considerable increase in chloride and sulphate, it shows that there is no possible contamination of groundwater due to percolation of polluted surface water near to industries.

The hardness is reported, it is by calcium itself, which is also little higher than the permissible limits.

The water quality index (WQI) falls in the Excellent Range and hence the ground water of Huzurnagar town is as considered as Excellent.

The analysis reveals that the groundwater of the area, needs certain degree of treatment before consumption (at least disinfection), and it also needs to be protected from the perils of contamination.

#### **Obstacles faced and Problems encountered:**

In getting the scientific data from undergraduate students have undoubtedly encountered obstacles: But surmounting these obstacles can sometimes lead to greater understanding, a stronger design, and better results.

The following are common challenges for broader implementation of this practice by students at undergraduate level.

- Time involved in collecting, testing and reporting water quality parameters.
- Zero hours in a day and vacation days are used to do this work.
- Concerns about ensuring students are given proper methods of analysing water quality parameters.

- Methods of analysing water quality parameters trained with proper assistance.
- Concerns about students in understanding water testing method and its effect on overall water quality parameters.
- Always guided them to get correct results.
- Proper collection of water samples from source by students
- Practically shown to the students how to collect and carry to the college.
- Concerns about students' enthusiastic participation in the project work.
- Motivated them to understand the importance their water quality data.
- Concerns about different strategy from normal practical work to serious research work done by students.
- Alerted them to know the importance of the correct of data.
- Proper laboratory facilities.
- Lab was designed to use maximum extent based on available infrastructure.
- Undergraduate course schedule to Project schedule is a big task for students.

While departmental and institutional support is desirable and helpful, Instructions to individual students can still adopt and advocate for research-based strategies even without the active involvement of their department or institution.

- Maximum support is given from the department as well as institution.

## **OTHER BEST PRACTICES**

There are some other best practices also conducting by our college. They are as bellow.

- Department of History organises two best practices. Among those two one is named "Histo - Vision", to aware students regarding glimpses of our history. Another one named as "Geo-History" to aware students regarding maps related to history as well Geography. Hence this can be considered as inter disciplinary best practice.
- Department of Botany organizes one best practice in the name of "Herbal Shampoo", with the help of medical plants located in the college zone. This Department preparing this shampoo and distributing among the girl students of the college for their health and hygiene of hair.
- Department of Zoology organizes one best practice by diagnosing Blood groups of the students. With this best practice, Department of Zoology encourages the spirit of Blood donation among the students.
- Department of Chemistry organise one best practice in the name of "**Key to Knees**". With the help of medical plant seeds available from from Srisailam forest, Andhara Pradesh. This department



preparing this knee pain relief oil and distributing among the local needy at free of cost. **Sriyantra** is made use for increasing memory & Health tips for learners suggested to students to write exams well.

- Department of Physics in the part of its best practice encouraging students for their ‘Pencil drawings’ of the images of the scientists to enhance artistic values among the students.

Remaining Departments also organizing innovative and best practices for the academic excellence and benefit of students.

Conclusion:

By conducting so many best practices, innovative activities and Distinctive practices GDC, Huzurnagar try to bring all round development among the students and other stake holders.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Best practices in the Institutional web site	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

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

**Response:**

Empowering students in all aspects is one of the objectives of the GDC, Huzurnagar. As mentioned in its vision and mission, college created integrated system under Carrier Guidance cell with the cooperation from all Departments of the college to meets the higher Education needs and employment opportunities of the region.

GDC, Huzurnagar strives hard to empower students by offering worth listening lectures and worth learning practices towards knowledge of all subjects. In this regard faculty of all departments involved with dedication to strengthening students in all aspects to face Global competency.

Personality of the students developed through their personal skills like spoken skills, communication skills, soft skills, emotional intelligence, time management, positive thinking, analytical skill and creative skills etc.

To imparting these skills among the students, significant number of classes taken by the departments of languages. In this regard department of Telugu organise the wall journal in the name of "Dheepika". With the help of this "Dheepika" wall journal this department is providing knowledge regarding current affairs, General knowledge, massaged words and other, related to skills. Department of English conducted classes on LSRW activities (Listening, Speaking, Reading, Writing skills of English), to import communicative skills among the students. Department of library organising number of practice tests in the name of CST (Competitive Spirit Test) to enhance reading skills, writing skills, time management skills and other related needy skills towards competitive exams.

Department of mathematics conducting classes as per the integrated system on quantitative aptitude. This is very much useful to teacher, police, and other state level recruitments as well SSC&IBPS exams. Department of Computer Science organised hands on classes on basic computer skills like MS - office, DTP, e-mail, e-commerce etc. These hands-on classes and workshops provide employment opportunities to the needy students in mee-seva, Govt. offices and so on. By providing self employment some of our students got benefit from these hands on courses conducted by the Department of Computer Science.

Departments of sciences such as Physics, Chemistry, Botany and Zoology are conducting classes as per integrated system on General science which is very much useful for all competitive exams as well life applications regarding health and hygiene etc.

As per the integrated system of the college, Department of commerce conducting classes, workshops on auditing, e-Commerce and tally etc. Which are most useful to the upcoming youth in the light of LPG to face global competency.

By taking classes related to General studies on Economy of India and Telangana, History of India and Telangana and Constitution of India Departments of Social Sciences also actively involving in this integrated system. This knowledge on General studies is very much useful to the students for State and Central services and other recruitments.

Department of Physical Education also took part in this integrated system by giving trainings to students for sports like, long jump, High jump and running etc. Which are useful for army and Police recruitments. Apart from this, Department of Physical education conducting classes on Yoga and meditation to the students to enhance their health, concentration and will power. To make students healthy by dissolving iron deficiency, Department of Botany preparing and serving "**Iron Laddoos**" to the students.

Because of all these dedicative efforts of the faculty our students are getting admissions in PG programmes like M. A, M.Sc., M. Com, professional programmes like D. Ed, B. Ed in various state universities. Some of our students Qualified for Army and Police recruitments. Some of our students self employed because of our hands on activities like Ms – Office, DTP, e-commerce and Tally etc.

Along with this distinctiveness practice, our institution is known for its distinctiveness in some other aspects also, as below mentioned.

- Dedicated and well qualified Teachers discharge their duties of imparting education.
- Locating in two Hectors (5 acres) of land is one of the distinctiveness of the GDC, Huzurnagar, whereas no one college in the town has this much size of land.
- GDC, Huzurnagar has a spacious playground to play sports and games, rather than remaining institutes of the town. Hence, not only students but also public use this ground for their games, sports and daily walking etc.
- GDC, Huzurnagar has wide classrooms which provide lights and ventilation properly.
- GDC, Huzurnagar providing toilets, labs, and other facilities.
- GDC, Huzurnagar providing library facility for students and staff.
- GDC, Huzurnagar providing purified drinking water with R.O. Technology.
- Because of the above distinctiveness of the College year by year we are increasing our Admissions, results, facilities and so on.

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

Future Plan:

- Expansion of building with infrastructure facilities such as Library, Laboratories, Gymnasium etc.
- Increase collaborative linkages/MOUs with Industries, Corporate organizations for internships and conduct Job skills-oriented trainings and placements.
- Improvement in faculty qualifications.
- Improving research capabilities.

### Concluding Remarks :

- The institution promotes culture of quality by conducting community service through NSS.
- Active role by stakeholders will help in materializing the vision into reality.
- The combination of academic, administration, extension activities is the key for our quality sustenance.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.3	<p><b>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</b></p> <p><b>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>57</td> <td>33</td> <td>18</td> <td>15</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>63</td> <td>35</td> <td>18</td> <td>15</td> <td></td> </tr> </tbody> </table> <p>Remark : 1. Based on clarifications received from HEI, DVV suggested Input is recommended. Data for 2015-16 is available in documents submitted but not given as HEI input in DVV portal. 2. Similarly, in 3.3.2 Data for 2015-16 is available in submitted documents but not given as HEI input in DVV portal.</p>	2019-20	2018-19	2017-18	2016-17	2015-16	57	33	18	15	0	2019-20	2018-19	2017-18	2016-17	2015-16	63	35	18	15	
2019-20	2018-19	2017-18	2016-17	2015-16																	
57	33	18	15	0																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
63	35	18	15																		
1.3.2	<p><b>Average percentage of courses that include experiential learning through project work/field work/internship during last five years</b></p> <p><b>1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>9</td> <td>7</td> <td>1</td> <td>0</td> <td></td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>9</td> <td>7</td> <td>0</td> <td>0</td> <td></td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	9	7	1	0		2019-20	2018-19	2017-18	2016-17	2015-16	9	7	0	0	
2019-20	2018-19	2017-18	2016-17	2015-16																	
9	7	1	0																		
2019-20	2018-19	2017-18	2016-17	2015-16																	
9	7	0	0																		
1.3.3	<p><b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year</b></p> <p><b>1.3.3.1. Number of students undertaking project work/field work / internships</b></p> <p>Answer before DVV Verification : 90</p> <p>Answer after DVV Verification: 90</p>																				

2.3.3	<p><b>Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )</b></p> <p>2.3.3.1. <b>Number of mentors</b>          Answer before DVV Verification : 12          Answer after DVV Verification: 11</p>																				
2.4.2	<p><b>Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)</b></p> <p>2.4.2.1. <b>Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years</b>          Answer before DVV Verification:</p> <table border="1" data-bbox="308 674 1046 804"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2</td> <td>1</td> <td>0</td> <td></td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 887 1046 1016"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>1</td> <td>0</td> <td></td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	1	2	1	0		2019-20	2018-19	2017-18	2016-17	2015-16	2	2	1	0	
2019-20	2018-19	2017-18	2016-17	2015-16																	
1	2	1	0																		
2019-20	2018-19	2017-18	2016-17	2015-16																	
2	2	1	0																		
3.1.1	<p><b>Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)</b></p> <p>3.1.1.1. <b>Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)</b>          Answer before DVV Verification:</p> <table border="1" data-bbox="308 1301 1046 1431"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td></td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 1514 1046 1644"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>1</td> <td>0</td> <td>0</td> <td></td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	0	0	0	0		2019-20	2018-19	2017-18	2016-17	2015-16	0	1	0	0	
2019-20	2018-19	2017-18	2016-17	2015-16																	
0	0	0	0																		
2019-20	2018-19	2017-18	2016-17	2015-16																	
0	1	0	0																		
4.2.2	<p><b>The institution has subscription for the following e-resources</b></p> <ol style="list-style-type: none"> <li>1. e-journals</li> <li>2. e-ShodhSindhu</li> <li>3. Shodhganga Membership</li> <li>4. e-books</li> <li>5. Databases</li> <li>6. Remote access to e-resources</li> </ol> <p>Answer before DVV Verification : A. Any 4 or more of the above</p>																				

4.2.3	<p>Answer After DVV Verification: C. Any 2 of the above</p> <p><b>Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)</b></p> <p>4.2.3.1. <b>Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 430 1046 564"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>.02170</td> <td>.7075</td> <td>.532</td> <td>0</td> <td></td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 645 1046 779"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>.09</td> <td>.15</td> <td>.49</td> <td>0</td> <td></td> </tr> </tbody> </table> <p>Remark : Based on clarifications received from HEI, DVV suggested Input is recommended. Data for 2015-16 is available in documents submitted but not given as HEI input in DVV portal. In all the key indicators where ever the Quantitative data is required 2015-16 data is not available in DVV.</p>	2019-20	2018-19	2017-18	2016-17	2015-16	.02170	.7075	.532	0		2019-20	2018-19	2017-18	2016-17	2015-16	.09	.15	.49	0	
2019-20	2018-19	2017-18	2016-17	2015-16																	
.02170	.7075	.532	0																		
2019-20	2018-19	2017-18	2016-17	2015-16																	
.09	.15	.49	0																		
4.4.1	<p><b>Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)</b></p> <p>4.4.1.1. <b>Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1294 1046 1429"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td></td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1509 1046 1644"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>1.69</td> <td>4.31</td> <td>3.41</td> <td>7.11</td> <td></td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	0	0	0	0		2019-20	2018-19	2017-18	2016-17	2015-16	1.69	4.31	3.41	7.11	
2019-20	2018-19	2017-18	2016-17	2015-16																	
0	0	0	0																		
2019-20	2018-19	2017-18	2016-17	2015-16																	
1.69	4.31	3.41	7.11																		
5.3.3	<p><b>Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)</b></p> <p>5.3.3.1. <b>Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1921 1046 2056"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>25</td> <td>43</td> <td>14</td> <td>15</td> <td>0</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	25	43	14	15	0										
2019-20	2018-19	2017-18	2016-17	2015-16																	
25	43	14	15	0																	

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
26	47	14	15	

Remark : Based on clarifications received from HEI, DVV suggested Input is recommended. Data for 2015-16 is available in documents submitted but not given as HEI input in DVV portal.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
3	3	1	0	

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2	3	2	0	

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
.33	.15	3.05	0	

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
.33	.15	3.55	0	

**6.5.3 Quality assurance initiatives of the institution include:**

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2. Collaborative quality initiatives with other institution(s)**
- 3. Participation in NIRF**



	<p><b>4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</b></p> <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: B. 3 of the above</p>
7.1.4	<p><b>Water conservation facilities available in the Institution:</b></p> <ol style="list-style-type: none"> <li>1. <b>Rain water harvesting</b></li> <li>2. <b>Borewell /Open well recharge</b></li> <li>3. <b>Construction of tanks and bunds</b></li> <li>4. <b>Waste water recycling</b></li> <li>5. <b>Maintenance of water bodies and distribution system in the campus</b></li> </ol> <p>Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: A. Any 4 or all of the above</p>
7.1.5	<p><b>Green campus initiatives include:</b></p> <ol style="list-style-type: none"> <li>1. <b>Restricted entry of automobiles</b></li> <li>2. <b>Use of Bicycles/ Battery powered vehicles</b></li> <li>3. <b>Pedestrian Friendly pathways</b></li> <li>4. <b>Ban on use of Plastic</b></li> <li>5. <b>landscaping with trees and plants</b></li> </ol> <p>Answer before DVV Verification : A. Any 4 or All of the above Answer After DVV Verification: A. Any 4 or All of the above</p>
7.1.7	<p><b>The Institution has disabled-friendly, barrier free environment</b></p> <ol style="list-style-type: none"> <li>1. <b>Built environment with ramps/lifts for easy access to classrooms.</b></li> <li>2. <b>Divyangjan friendly washrooms</b></li> <li>3. <b>Signage including tactile path, lights, display boards and signposts</b></li> <li>4. <b>Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment</b></li> <li>5. <b>Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></li> </ol> <p>Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: C. 2 of the above</p>
7.1.10	<p><b>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</b></p> <ol style="list-style-type: none"> <li>1. <b>The Code of Conduct is displayed on the website</b></li> <li>2. <b>There is a committee to monitor adherence to the Code of Conduct</b></li> <li>3. <b>Institution organizes professional ethics programmes for students, teachers, administrators and other staff</b></li> <li>4. <b>Annual awareness programmes on Code of Conduct are organized</b></li> </ol> <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above</p>

**2.Extended Profile Deviations**

ID	Extended Questions																				
1.1	<p><b>Number of courses offered by the Institution across all programs during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>12</td> <td>15</td> <td>12</td> <td>11</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>180</td> <td>180</td> <td>144</td> <td>144</td> <td></td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	12	15	12	11	0	2019-20	2018-19	2017-18	2016-17	2015-16	180	180	144	144	
2019-20	2018-19	2017-18	2016-17	2015-16																	
12	15	12	11	0																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
180	180	144	144																		
1.2	<p><b>Number of programs offered year-wise for last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>16</td> <td>4</td> <td>4</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>5</td> <td>4</td> <td>4</td> <td></td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	6	16	4	4	0	2019-20	2018-19	2017-18	2016-17	2015-16	5	5	4	4	
2019-20	2018-19	2017-18	2016-17	2015-16																	
6	16	4	4	0																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
5	5	4	4																		
2.1	<p><b>Number of students year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>102</td> <td>56</td> <td>51</td> <td>44</td> <td></td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>102</td> <td>56</td> <td>47</td> <td>44</td> <td></td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	102	56	51	44		2019-20	2018-19	2017-18	2016-17	2015-16	102	56	47	44	
2019-20	2018-19	2017-18	2016-17	2015-16																	
102	56	51	44																		
2019-20	2018-19	2017-18	2016-17	2015-16																	
102	56	47	44																		
3.2	<p><b>Number of sanctioned posts year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>23</td> <td>20</td> <td>41</td> <td>41</td> <td></td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>23</td> <td>20</td> <td>41</td> <td>41</td> <td></td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	23	20	41	41		2019-20	2018-19	2017-18	2016-17	2015-16	23	20	41	41	
2019-20	2018-19	2017-18	2016-17	2015-16																	
23	20	41	41																		
2019-20	2018-19	2017-18	2016-17	2015-16																	
23	20	41	41																		

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1.699	4.305	3.40731	7.109	

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1.70	4.30	3.41	7.11	