



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	GOVT DEGREE COLLEGE, MANDAPETA
Name of the head of the Institution	Dr Ch Ramakrishna
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08855232064
Mobile no.	9848378211
Registered Email	jkcrjyec.mandapet@gmail.com
Alternate Email	hellochrk@gmail.com
Address	1-454, Near Surya Chandra Paper Mill, Maredubaka
City/Town	Mandapeta
State/UT	Andhra Pradesh
Pincode	533308

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr A Srinivasa Rao			
Phone no/Alternate Phone no.		08855232064			
Mobile no.		9985076306			
Registered Email		jkcrjyec.mandapet@gmail.com			
Alternate Email		drannabathulasrao@gmail.com			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://www.gdcmandapeta.ac.in/userfiles/18-19.pdf">https://www.gdcmandapeta.ac.in/userfiles/18-19.pdf</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://www.gdcmandapeta.ac.in/userfiles/AC%2019-20.pdf">https://www.gdcmandapeta.ac.in/userfiles/AC%2019-20.pdf</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.21	2016	17-Mar-2016	16-Mar-2021
<b>6. Date of Establishment of IQAC</b>			18-Mar-2016		
<b>7. Internal Quality Assurance System</b>					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
Job Drive in association	10-Jul-2019		32		

with APSSDC	1	
Activities related to Noise Reduction awareness	10-Jul-2019 1	30
Fit India Program	29-Aug-2019 1	116
Distribution of Note books in association with Sri Vegulla Suryarao Charitable Trust	02-Jan-2020 1	170
Field Trip to KPR Agro Chem Fertilizers by Department of Chemistry	03-Jan-2020 1	50
Distribution of Iron Capsules to Girl Students	26-Feb-2020 1	70

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 0	0
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

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

4

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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

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

No

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

1. Participation National Institutional Ranking Frame Work (NIRF) 2019 2. Submission of college data to All India Survey of Higher Education (AISHE) 3. Convinced different philanthropists of the town to donate different materials such as ceiling fans, water tank, electrification of classrooms etc. for facelifting of the college 4. Organized several cocurricular activities , observed/Celebrated important Days and conducted Job Drive in association with APSSDC 5. Submitted DPR to Commissionerate of Collegiate Education, Andhra Pradesh for infrastructural development of college under NADUNEDU program

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

Plan of Action	Achivements/Outcomes
Improvement in Admissions compared to previous academic year	Admission Campaign was started well in advance in December of previous year. As a result a result there is noticeable increase in the admissions during this academic year
Development of basic infrastructure of the college	Detailed Project Report was submitted to APCCE for improving infrastructure of the college under NADU-NEDU program. Meanwhile the College could convince various philanthropists in Mandapeta who came forward to donate various materials/works. Detailed list of donation is uploaded
Conduct of different activities for alround development of the students	Different activities were conducted details of which is submitted in the attached file
Encourage those faculty who did not have PhD to enroll for Phd	partially fulfilled. P Siva Kumar Lecturer in Chemistry joined PhD during this academic year
Encouraging faculty in pursuing research	Dr A Srinivasa Rao, Lecturer in Botany of the college attended a National Workshop on Advanced Trends in Marine Macro Algal Taxonomy, Cultivation & Utilization held in Oct

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**14. Whether AQAR was placed before statutory body ?**

No

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission	2020
Date of Submission	30-Jan-2020
17. Does the Institution have Management Information System ?	No

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

Our college is an affiliated college of Adikavi Nannaya University. The syllabus related to the college academic calendar etc. is prepared by the affiliated university. The academic calendar so prepared will be discussed and implemented in the first staff meeting to be held after the reopening of the college. Following this calendar each department will have to prepare their time table of the semester according to the work-load of that subject for each department. The semester plan for each department's odd and even semester will be created with details such as the number of working days available in each semester, number of hours available per a week and how much syllabus can be covered in the available hours in a week during the semester and what are the curricular and co-curricular activities to be conducted during the semester. The plan is submitted to Principal for approval and after it get approval from the Principal the same is communicated to the students. Based on the semester plan, Teaching plan is prepared to accordingly. Thus, following the semester and teaching plan daily teaching and curricular and co-curricular activities are conducted in the college. Based on the semester plans of all the departments, the college develop an institution plan to be followed by all the departments in the college. All this process is thus planned and documented by each of the departments.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	Nil	0	Nil	Nil

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	CBCS is already adopted in all programs	Nil

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

	Certificate	Diploma Course
Number of Students	0	0

**1.3 – Curriculum Enrichment**

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Human Values and Professional Ethics	17/06/2019	75
Environmental Studies	17/06/2019	75
Information and Communication Technology I	11/11/2019	75
Communication and Soft Skills I	11/11/2019	75
Information and Communication Technology II	03/06/2019	48
Communication and Soft Skills II	03/06/2019	48
Analytical Skills	11/11/2019	48
Entrepreneurship	11/11/2019	48
Leadership Education	11/11/2019	48
<a href="#">View Uploaded File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	Nil	0
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**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Students feedback is taken manually through a satisfactory survey of the students. The student satisfaction survey is being conducted as per the proforma given by the Commissionerate of Collegiate Education in Vijayawada. The IQAC analyses the feedback of the students and submit the same to the college management regarding the steps to be taken at the institution level.

Students feedback will be taken into consideration for the delivery of the curriculum, improvement of infrastructure, and provision of student support services. The principal advise the faculty to change the way students are guided and meet the needs of the students. Teachers feedback on the curriculum will also be taken. Our college, which is an affiliated college, had no role in the design of the curriculum. The college will implement the curriculum formulated by Adikavi Nannaya University for undergraduate students. However, the IQAC will seek the views of the faculty regarding the syllabus prepared by the affiliated university for undergraduate students and send their feedback to the university authorities to strengthen and improve the curriculum content. Feedback of the parents is taken to maintain and strengthen college discipline Employers feedback serves as a benchmark to increase students abilities to find employment and meet the needs of the industry. The placement drives are being conducted in association with APSSDC. IQAC interact with various employers during placement drives and find out the strengths and weaknesses in the curriculum. This provides an opportunity for the IQAC to suggest ways to strengthen the existing curriculum to enhance the job potential of the students. We will also take into consideration the feedback from the old students of the college. This feedback will help us to improve content delivery mechanism in the college for the benefit of existing students.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	HEP	80	24	20
BCom	General	80	20	14
BCom	Computer Application	60	10	9
BSc	MPC TM	30	5	3
BSc	MPC EM	50	15	11
BSc	MPCs	30	10	6
BSc	CBZ	30	16	11

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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	177	0	7	0	0

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
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	Resources)				
16	7	1	1	0	1
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

Yes. Each of the classes is assigned to a teacher who act as class teacher. The role of the class teacher is to see that all the students attend college and classes regularly. Which is made possible by introducing Biometric Attendance through Integrated Attendance Management System(IAMS). Attendance is taken daily on hourly basis through IAMS app. Thus the students attendance is ensured. Every subject teacher act as mentor to the students s/he teaches. They categorize students based on their performance in terms of academics as slow, medium and advanced learners and support them accordingly. Remedial coaching is conducted for the slow learners. Some department teachers conduct PG entrance coaching ,particularly to the students who were in final year, for the medium and advanced learners. Every Lecturer apart from the class teacher, listens patiently to the problems of the students during their interactions and help them to overcome their situation. Thus every teacher act as mentor and help the students to find their ways to cope up the challenges they were being faced in the course of their graduation.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
177	7	1:25

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
20	8	12	0	3

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	Nil
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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UG	VI	24/09/2020	16/10/2020
BCom	UG	VI	24/09/2020	16/10/2020
BSc	UG	VI	24/09/2020	16/10/2020
<a href="#">View Uploaded File</a>				

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

Like in the preparation of syllabus, the college has no role in framing rules in the evaluation as our college is an Affiliated College. Our College follows

CBCS guidelines framed by the affiliating university i.e. Adikavi Nannaya University, Rajamendravaram. As per the CBCS 2016-17 frame work 25 marks earmarked for Internal Evaluation and 75 marks for external evaluation. For awarding marks in Internal evaluation which is for 25 marks, the college has to conduct two Mid examinations during a semester. In addition to the mid examinations, student activities such as quiz, group discussion, student seminars, attendance of the students, students participation in Clean and Green etc. are also organized as a part of internal evaluation.

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

Being an affiliated college, the college follows and implements the academic and non-academic activities, Internal Examinations etc as per the academic calendar prepared by the the affiliating university i.e. Adikavi Nannaya University. Separate scheduled is given by the affiliating university for conduct of examination of each of the semester and the same is followed by the college.

## 2.6 – Student Performance and Learning Outcomes

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

<https://gdcmandapeta.ac.in/pages.php?type=academics&id=cos>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BA	HEP	3	3	100
UG	BCom	General	9	8	89
UG	BCom	Computers	7	7	100
UG	BSc	MPC	23	21	91
UG	BSc	MPCs	6	3	50
UG	BSc	CBZ	3	3	100

[View Uploaded File](#)

## 2.7 – Student Satisfaction Survey

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

[SSS was taken manually](#)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	Nil	0	0

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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

**3.3 – Research Publications and Awards**

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	Nil	0	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Department of Commerce	2
<a href="#">View Uploaded File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	0	Nil	0
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations	Institutional affiliation as
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					excluding self citation	mentioned in the publication
Nil	Nil	Nil	Nil	0	0	0
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	4	0	0
Resource persons	0	0	1	0
Presented papers	2	3	0	0
<a href="#">View Uploaded File</a>				

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness on AIDS	Red Ribbon Club	15	126
FIT India	Physical Education Dept	2	91
Registration as Voter	Dept of Political Science, Election Wing of MRO Office, Mandapeta	3	98
Distribution of Iron Capsules to Girl Students	Women Empowerment Cell of the College	2	70
Distribution of Note Books	Vegualla Surya Rao Charitable Trust	7	170
<a href="#">View File</a>			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	0
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
HIV and STD Awareness	Indian Red Cross	Creation of Awareness on	7	102

		HIV by HIV affected persons		
AIDS Day Rally	Red Ribbon Club	Creation of Awareness on HIV	15	126
Blood Group Identification	Redd Ribbon Club	Blood Group Identificatioin	2	86
Blood Donation	Indian Red Cross	Blood Donation	2	24
Awareness on Health	Women Empowerment Cell, Red Ribbon Club	Distribution of Iron Capsules to Girl Students	2	70
International Womens Day	Women Empowerment Cell	Empowerment of Women	3	62
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nil	Nil	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	0
No file uploaded.			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

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

Facilities	Existing or Newly Added
Others	Newly Added
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nil	Nil	Nil	2023

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10110	65300	0	0	10110	65300
Reference Books	2000	300000	0	0	2000	300000
Journals	4	1000	0	0	4	1000
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr A Srinivasa Rao	Asclepiadceae, Euphorbiaceae and Poaceae Families	MANA TV	18/09/2019
<a href="#">View File</a>			

### 4.3 – IT Infrastructure

#### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	42	2	3	1	1	1	8	10	0
Added	0	0	0	0	0	0	0	0	0
Total	42	2	3	1	1	1	8	10	0

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

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

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility

Nil

[Nil](#)**4.4 – Maintenance of Campus Infrastructure**

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0.78	0.78	0	0

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

- The college has 11 traditional classrooms, and 1 virtual Classroom cum seminar hall, 5 laboratories and 1 physical education room. - Each class is represented by a Class Representative (CR). The CR takes up the responsibility of maintaining cleanliness and hygiene in the classroom. - Virtual Classroom is open for all to Arts, Science, Commerce and Languages to ensure smooth and optimal utilization of the available digital equipment - The heads/regular lecturers are placed in-charges of their respective laboratories and the physical director is the in charge for physical education room. - The Dos and Don'ts are displayed in the laboratories. - The purchases for labs and physical education are made after following the procedures stipulated by the Government and after the approval of the Staff Council and Purchase Committee. - The Lecturers-in-Charge maintain log books to record the use of labs and other equipment. - Fire safety measures are strictly adhered to. - Lecturers observe keenly the practical work done by the students in the laboratories - Appropriate labels are affixed on hazardous chemicals and on machines requiring cautions - Internal audit i.e. the stock verification is conducted in the month of March every year by the committees appointed by the head of the institution. Necessary action is initiated for disposing/repairing/condoning the material depending on its status.

[Nil](#)**CRITERION V – STUDENT SUPPORT AND PROGRESSION****5.1 – Student Support**

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	State Government Vidya and Vasati Deevena	160	307465
Financial Support from Other Sources			
a) National	Nil	0	0
b) International	Nil	0	0
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Communication and	11/11/2019	75	English Dept and

Soft Skills			JKC
Information and Communication Technology	03/06/2019	48	Computer Dept and JKC
Analytical Skills	11/11/2019	48	Mathematics Dept
Yoga	21/06/2019	90	Physical Education
FIT India	29/08/2019	116	Physical Education
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Career Guidance	54	54	0	12
<a href="#">View File</a>					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Heritage Fresh and Rexa Security Services through APSSDC	32	20	Nil	0	0
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	5	B Sc	B Sc MPC	Govt College (A), Rajahmundry,	M Sc

				VSM College, Ramachandrap uram, Govt College(A), Tuni	
2020	1	B Com	General	Govt College (A), Rajamahendra varam	M Com
<a href="#">View File</a>					

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

Items	Number of students selected/ qualifying
Nil	0
No file uploaded.	

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

Activity	Level	Number of Participants
Elocution on the occasion of Noise Reduction Awareness	College	10
Essay Writing on the occasion of Noise Reduction Awareness	College	20
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	Nil	Nil	Nil	Nil	Nil	Nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

<p>Our college do not conduct elections for electing Student Council. However, each of the class is having Class Representative known as CR who is student representative of the class nominated by the students of respective classes. The CR is the voice of the class to report the issue of students to the college management i.e. to the Principal of the college. The CR is also vested with a responsibility to contain discipline of the class s/he is representing. As far as the students representation in college administration and activities is concerned, without their cooperation, no activity in the college could be completed. Therefore the students are made part of every activity of the college thus the decentralization happen to effectively manage the curricular and co-curricular activities carried out in the college.</p>
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### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

All the activities at the college level are monitored by the Head of the Institution i.e. Principal. The Principal discharge his/her duties/responsibilities by appointing different college level committees appointed to conduct different activities. Each of the committee is kept under an lecturer as in-charge and s/he and Principal would act as president/chairman of the committee. The particular committee looks after activities assigned to be done by that particular committee. The committees take assistance of the students to complete the tasks to be done by that particular committee. In this way all the activities conducted in the college are performed by different committees assisted by students thus the whole thing is distributed and decentralized.

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

No

### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Human Resource Management	Our college have 20 teaching posts out of which only 7 are regular employs and remaining are Contract and Guest Faculty. In the Non-teaching staff we have 8 sanctioned posts out of which only 5 are filled. With limited human resources our college management is utilized the available human resources at its best
Admission of Students	Our College is doing admission campaign at the feeder colleges that is Junior Colleges in Govt and private management.
Curriculum Development	Even though ours is an affiliated college and follow the syllabus prepared and prescribed by the affiliating university, some of our faculty like Dr Ch Ramakrishna, Department of Commerce, Dr A Srinivasa

	Rao, Department of Botany take part in Board of Studies Meetings of the University and acted as member of syllabus framing committees of Andhra Pradesh State Council of Higher Education. This gave our college a chance to highlight the observations on curriculum at our college level in the discussions of BoS
Teaching and Learning	Effective teaching is the key to transmit knowledge from the teacher to student. But in the wake of development of technology and access to open resources thanks to internet revolution, the teacher has to update with the trends in technology and adopt technology into teaching to adapt to the changing environment. Therefore all the faculty of our college are insisted use ICT tools in their teaching and suggest students to go through OER related to the topic taught to them and come up in the next class for discussion on what they learnt from the class and OER as well
Examination and Evaluation	Being an affiliated college, our college follow the rules prescribed by the affiliating university in the examination and evaluation
Research and Development	All those faculty who were not having PhD are advised to pursue PhD and two of them joined PhD. All the faculty are also advised to follow recent trends in research in their respective subjects, enroll in MOOCs and Swayam to update their knowledge and pursue research in their respective subject
Library, ICT and Physical Infrastructure / Instrumentation	Our college do not have a regular librarian. Presently a lecturer is kept incharge of the library who keep the library accessible to the students and faculty during his leisure hours. We have one virtual classroom which is being used by all the departments as and when required for affective curriculum delivery

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

E-governance area	Details
Finance and Accounts	CFMS portal is being used for preparing and submitting salary and other expenditure bills
Administration	E-office is began to be used
Student Admission and Support	Online Admission Module for Degree Colleges (OAMDC), a centralized portal

for admissions into Degree is implemented by Andhra Pradesh State Council of Higher Education (APSCHE). As a student support service, Jnanabhumi portal is being used for processing student scholarships, For attendance Integrated Attendance Management System (IAMS) is being used

Planning and Development

Being a Government and Affiliated College, the college follows instructions of the affiliating university in the matters of academics and follows instructions of Commissionerate of Collegiate Education in the matters of administration. Most of the communication in academics and administrative affairs, is done through electronic mail system.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	Nil	Nil	Nil	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	Nil	Nil	Nil	Nil	Nil	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Research Methodology in Social Science	1	19/08/2019	24/08/2019	6
Recent Trends in Teaching and Learning Methodology	2	24/10/2019	30/10/2019	7

Using ICT in Higher Education				
Online Refresher Course in Chemistry for Higher Education (ARPIT)	3	01/09/2019	31/12/2019	21
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	7	0	4

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employee Health Scheme, Group Insurance, APGLI etc	Employee Health Scheme, Group Insurance, APGLI etc	Students Group Insurance, Social Welfare Scholarships, Poor and Merit Prize, Book Distribution to students

**6.4 – Financial Management and Resource Mobilization**

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

<p>Since our college is a government college, every financial transaction is done as per the norms laid down by the government. An audit of the Accountant General in Hyderabad will be conducted from time to time for the budget to be released by the state government. There will be a mechanism for depth audit from time to time by the Regional Joint Director. Apart from these, the Academic and Administrative Audit (AAA) is conducted by a committee of the Commissioner of Collegiate Education (CCE), Vijayawada, Andhra Pradesh, which consists of two senior most lecturers nominated by the CCE office from various government and aided degree colleges across the state. The Income Tax return of the staff will be thoroughly checked and verified by the C.A.</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	0
No file uploaded.		

6.4.3 – Total corpus fund generated

0
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**6.5 – Internal Quality Assurance System**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	Yes	APCCE through Academic and Administrative Audit	Yes	IQAC
Administrative	Yes	APCCE through Academic and Administrative Audit and periodical visits of RJD, Commissioner of Collegiate Education	Yes	IQAC

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

- Interaction with the parents is done periodically to discuss the progress of the students with their parents. - Parents suggestions received during interaction with the faculty are considered in different activities of the college such as maintaining discipline of the college. - Parents of the students from the surrounding villages are requested extend their support to the activities that college conduct such as HIV rally, voter registration awareness etc. - Parents are

6.5.3 – Development programmes for support staff (at least three)

- As many student support activities like admissions, scholarships etc, are to be done online, teaching staff assist them initially. - Supporting staff are given by training by treasury department for preparation salary and other bills through CFMS.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- Improvement of existing Infrastructural facilities such as renovation of existing girls toilets, existing zinc roofed class rooms, electrification of classrooms. - Encouraging faculty to pursue research and register in online courses such as ARPIT on Swayam platform. - Organizing different awareness programs.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Relevant information is uploaded in excel	Nil	Nil	Nil	Nil
<a href="#">View File</a>					

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Celebration of International Womens Day	07/03/2020	08/03/2020	70	0
Distribution of Iron Capsules to the Students	26/02/2020	26/02/2020	58	0

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

Percentage of power requirement of the University met by the renewable energy sources
Nil

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Special skill development for differently abled students	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	01/12/2019	1	HIV Awareness	Awareness created on AIDS	126
2020	1	1	25/01/2020	1	Voter Registration	Need of those who get 18years of age to register as a voter and	90

						those who are yet to register their vote to register	
2019	1	1	10/07/2019	1	Noise Reduction	Measures to be taken for reducing noise pollution	30
<a href="#">View File</a>							

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

Title	Date of publication	Follow up(max 100 words)
Nil	Nil	Nil

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Introduction of Foundation Course Human Values and Professional Ethics	17/06/2019	10/09/2019	75
<a href="#">View File</a>			

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

<p>- Regularly cleaning the campus. - Plantation of sapling for making campus green. - Keeping the campus plastic free. - Declaring the campus no smoking zone. - Observing no vehicle day once in a month.</p>
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## 7.2 – Best Practices

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

<p>Best Practice I 1. Title of the Practice: Creation of awareness on health and social responsibility among the students 2. Objective of the Practice: - To create awareness among the students about the importance of health - To create awareness among the students on community service and social responsibility 3. The context - We have a saying that the future of our nation lies in the hands of youth. Therefore there is a need to pay attention to create awareness among the youth on maintaining good health. - It's the responsibility of every member of society to extend a helping hand to the society. It's a habit to be cultivated among the students who are, as noted, future of our society. 4. The practice - Creation of awareness on Health and Hygiene, STIs and DISHA Act on Jan 24, 2020: Smt B Padmapriya, ANM, V Aruna Devi ASHA worker, Ms M Sridevi, GMSK from Maredubaka Sachivalayam were invited to address the students. They created awareness on health, hygiene, S.T.Is DISHA act enacted by Govt fo AP . - Creation of awareness on HIV on Jan 29, 2020: An awareness program to the students on HIV was arranged by the Red Ribbon Club unit of the College. In this program the resource persons who were actually affected by HIV and suffering from the health condition as well as social boycott, shared their own experiences and created awareness among the people. - Blood Group Identification on Feb 12, 2020: Blood Group Identification drive was conducted</p>
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in the campus which was arranged by Red Ribbon Club unit of the college. - Blood Donation Camp on Feb 19, 2020: Blood Donation camp was organized by Red Ribbon Club unit of the College in association with Indian Red Cross Society Blood Bank, East Godavri Branch. 24 students donated blood in this program. - Distribution of Iron tablets to students on Feb 26, 2020.: B. Padmapriya, ANM of Primary Health Centre , Maredubaka distributed Iron Tablets to female students and suggested them to cultivate good food habits to have better health. This program was arranged by the Women Empowerment Cell of the College in association with the Health Club unit of the college. 5. Evidence of success - The students could get awareness on Health, Hygiene, STIs and DISHA Act. - The students could gain awareness of HIV AIDS and social implications from the interaction with and experiences of those affected by the disease. - Some of the students could get to know their blood group for the first time. Many students came forward to donate blood during the blood donation camp arranged by RRC. - Distribution of Iron tablets to the colleges female students, many of whom are poor, have benefitted. 6. Problems encountered - To discuss openly on diseases transmitted through unsafe intercourse. - To mobilize and motivate a good number of students to donate blood. - To mobilize financial resources for gathering iron tablets for periodical distribution among the students. 7. Resources required - Adequate financial resources to organize more such activities - Sufficient time is required to organize awareness activities particularly when there is a race to complete the syllabus within time in the semester pattern. Best Practice II. 1. Title of the Practice: Assistance to the poor and needy students 2. Objective of the Practice: - To financially assist the poor students. - To distribute some required resources to the students 3. The context - Most of the students studying in our college are from socially and economically marginal sections. Financial assistance to the meritorious students and distribution of some of the required material would help them to pursue their studies more effectively. 4. The practice - Distribution of Poor and Merit Scholarship: Poor and Merit Scholarship to the meritorious students was distributed to Satya of BA. - Book Distribution: Vegualla Surya Rao Charitable Trust donated a set of 4 notebooks to all students of the college. Those books were distributed to the students through the hands of Dr, Ch Ramakrishna, Principal FAC of the college and other faculty members of the College 5. Evidence of success - Satya of BA who received poor and meritorious assistance from the college got rank in Andhra Pradesh PG CET and joined MA History in Andhra University, Visakhapatnam. - All the students got benefitted from the book distribution of Vegualla Surya Rao Charitable Trust. 6. Problems encountered - Paucity of funds to assist more number of students under P and M category. - Financial resources are required to continue programs like book distribution. Need to gather funds from local philanthropists. 7. Resources required - Adequate financial resources to organize more such activities - Motivation among the management and students.

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

<https://www.gdcmandapeta.ac.in/pages.php?type=best-practices&id=institution-NAAC>

### 7.3 – Institutional Distinctiveness

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

The main motto of the institution is to provide quality education and allround development of the student and making them a good citizen. It is achieved through affective content transaction through using ICT and using Open Education Resources, Organizing Field Trips to see that students have practical knowledge of what they learn theoretically in the classrooms, conduct of

different participative and awareness programs such as International Yoga Day, Fit India program, Noise Reduction, HIV awareness etc. and social responsibility programs such as donation of the blood, voter registration awareness etc. conduct of sports and games before the annual day career guidance to the students, conducting PG coaching to the outgoing students, developing employable skills conduct of job drives extension of welfare schemes and financial assistance such as fee reimbursement, social welfare scholarships, poor and merit scholarships etc. maintaining campus clean and green with the help of the students improvement of the infrastructural developments through material donations from the local philanthropists thus providing minimum facilities to the students. With all these activities the college is thriving within its limitations to do its best in shaping the lives its stakeholders i.e. students.

Provide the weblink of the institution

[Nil](#)

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

- Due to changed scenario thanks to Covid-19, offline teaching is not as possible as before the pandemic. Therefore, the faculty are to be empowered to online teaching and should quickly adapt to the new situation. In this context, Faculty will be encouraged to do/participate in necessary Faculty enrichment programs. So that blended mode of teaching would be easier for them. - G Suite account offered free of cost for the Education Institutions will be taken from Google for utilizing free services of G Meet, Storage etc. - Planning to update college website. - Applying grants of UGC/State government for construction of additional class rooms. - Tapping research grants from Central/state funding agencies. - Providing a mineral drinking water plant to stake holders with financial support from ONGC. - Construction of the compound wall to curb the movement of trespassers. -