YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	GOVERNMENT DEGREE COLLEGE
• Name of the Head of the institution	Dr. Ch. Rama Krishna
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	088552322064
• Mobile No:	9848378211
• Registered e-mail	jkcrjyec.mandapet@gmail.com
• Alternate e-mail	admin@gdcmandapeta.ac.in
• Address	Door No: 1-454, Opposite Suryachandra Paper Mill, Maredubaka
• City/Town	Mandapeta
• State/UT	Andhra Pradesh
• Pin Code	533308
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**AdiKavi Nannaya University, Rajamehndravaram**
• Name of the IQAC Coordinator	**Dr. A. Srinivasa Rao**
• Phone No.	**088552322064**
• Alternate phone No.	
• Mobile	**9985076306**
• IQAC e-mail address	**jkcrjyec.mandapet@gmail.com**
• Alternate e-mail address	**admin@gdcmandapeta.ac.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.gdcmandapeta.ac.in/pages.php?type=iqac&id=iqac-aqars
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.gdcmandapeta.ac.in/pages.php?type=academics&id=academic-calendar

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.21**	**2016**	**17/03/2016**	**16/03/2021**

6.Date of Establishment of IQAC	**18/03/2016**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	**Nil**	**Nil**	**2020-21**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of	View File

IQAC		
9.No. of IQAC meetings held during the year	`5`	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	`Yes`	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	[View File](#)	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	`No`	
• If yes, mention the amount		

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

`1. Conducting regular online meetings to assess and improve the quality of education and infrastructure of the college. 2. Organizing webinars and workshops for faculty members and students to enhance their skills and knowledge. 3. Implementing new teaching methods and technologies to adapt to the changing educational landscape due to the pandemic. 4. Ensuring strict adherence to COVID-19 protocols during exams and in classrooms, such as social distancing, wearing masks, and providing sanitizers. 5. Conducting regular surveys and feedback sessions to understand the needs and concerns of students and faculty and address them appropriately.`

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Encouraging staff to conduct research in their respective areas can improve teaching quality, enhance academic reputation, provide networking opportunities, lead to new courses/programs, secure funding, and create a culture of academic excellence.	Partially completed
Celebrating all important days in our college is a way of acknowledging the significance of various events, both cultural and national.	Partially completed
The implementation of remedial coaching for students in all subjects	Partially done
Online certificate courses are available for both faculty and students in TCS iON and Spoken Tutorial.	Almost completed (excluded for irregular students)
Implementation of Covid protocols within the premises of the college duringSemester end exams and as well as working timings of college	Yes, completed

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	28/02/2022

15.Multidisciplinary / interdisciplinary

1. **Experienced Faculty:** Our college has a team of experienced faculty members who are experts in their respective fields. They have a vast amount of knowledge and experience, which they impart to the students, making the learning process more effective.

2. **State-of-the-art Infrastructure:** The college is equipped with state-of-the-art infrastructure, including well-equipped laboratories, a library with a vast collection of books, journals, and e-resources, and modern classrooms. The campus is Wi-Fi enabled, which enables students to access online resources anytime, anywhere.

3. **Career Guidance:** The college provides career guidance and counseling to the students to help them choose the right career path. The placement cell of the college organizes job fairs and campus interviews, which enable students to interact with potential employers and secure placements.

4. **Extracurricular Activities:** Our college encourages students to participate in extracurricular activities such as sports, cultural events, and community service programs. These activities help in the overall development of the students and provide them with opportunities to showcase their talent and skills.

5. **Research Opportunities:** Our college encourages students to take up research projects and provides them with the necessary guidance and support. This helps in enhancing the research skills of the students and provides them with a platform to contribute to the development of society.

6. **Collaborations with Industry:** Our college has collaborations with leading industries and organizations, which enable students to gain industry exposure and learn about the latest industry trends and practices. These collaborations also provide opportunities for internships and project work, which help in enhancing the employability of the students.

7. **Entrepreneurship Development:** Our college has programs that encourage entrepreneurship and provide support to students who wish to start their own businesses. These programs help in developing the entrepreneurial skills of the students and provide them with the necessary knowledge and resources to set up their own ventures.

8. Our college is a multidisciplinary college with three programs, namely B.Sc, B.Com, and B.A., comprising a total of eight courses, including M.P.C, M.P.Cs, B.Z.C, B.Com (Computers), B.Com (General), B.A, and B.A (Special English). In the future, the college intends to add more courses to reflect the needs of the present global scenario and the employment market.

16.Academic bank of credits (ABC):

Right now, the college does not have the right to offer an academic bank of credits to the students as it is under the affiliation of the university. However, in the next academic years, the university is planning to introduce such models. An academic bank of credits can help in promoting skill-based education and lifelong learning. Students can earn credits for various types of learning, such as internships, online courses, or industry certifications, and use them to build their own learning pathways. This can help in enhancing their employability and career prospects.

Overall, an academic bank of credits can be a useful tool for colleges to promote flexibility, collaboration, and skill-based education. Once the university introduces this model, the college can adopt it and offer it to the students.

17.Skill development:

- The MOU with APSSDC is a significant development for the college, as it will help to bridge the gap between industry requirements and academic education. The two skill courses offered by the college are in-demand fields with good employment prospects, and students who complete these courses will have an advantage in the job market.

- The certificate courses in tailoring and beautification are

additional offerings by the college, aimed at equipping students with practical skills that can be useful in their personal and professional lives. These courses will be short-term and will not require extensive prior knowledge, making them accessible to a wide range of students.

- The National Skill Development Council (NSDC) is an autonomous body established by the Government of India to promote skill development across various sectors. By registering as a training center and trainer provider under the Pradhan Mantri Kaushal Vikas Yojana (PMKVY) 4.0, the college will be able to participate in NSDC's skill development initiatives and contribute to the national effort of upskilling the workforce.

- The integration with NSDC will also allow the college to access funding and resources for skill development programs, as well as collaborate with other institutions and industry partners to design and implement relevant training programs.

Overall, the college's efforts towards skill-based education and integration with national skill development initiatives are commendable, and they are likely to benefit students in terms of employability and career growth.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Our college teaches courses in both English medium and local languages to promote linguistic diversity and inclusivity. In addition to this, we encourage our students to apply various online educational platforms and MOOCs (Massive Open Online Courses) that have made quality education accessible to students from all over the world, including India. For example, the SWAYAM (Study Webs of Active Learning for Young Aspiring Minds) initiative by the Government of India offers free online courses in various subjects, including Indian culture and heritage.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

College faculty regularly monitor students' ongoing evaluations and improve strategies based on the data collected. They use data on student achievement, satisfaction, and retention to identify areas that need improvement and implement changes that will lead to better outcomes for students.

20.Distance education/online education:

In order to provide education to the youth, who are residing in remote areas, the college extensively uses online methods of education, as the cellphone has become a common medium of learning after the Corona pandemic. The college also provides space for regular lectures and other important guest lectures on its website to have a global reach. Study material and online YouTube class links are provided online through their phones. Additionally, the college has also conducted online quizzes on Google Classroom to test students' understanding and knowledge retention.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	6

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	248

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	146

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	36

File Description	Documents
Data Template	View File

3.Academic

3.1	**7**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**22**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**15**
Total number of Classrooms and Seminar halls	

4.2	**20439.00**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**12**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college strictly follows the curriculum prescribed by the university through its Boards of Studies, ensuring that students receive a comprehensive education that meets the highest standards. To achieve this, the college strictly adheres to the academic calendar issued by the University and CCE.

The inchargesof Departments hold meetings to distribute workload, allocate subjects, plan departmental activities, and review completed syllabi, ensuring that the curriculum is delivered effectively. The Principal monitors the effective implementation of the calendar through formal meetings with college faculty. The college also constitutes a Time Table committee to ensure that time tables are prepared on time, displayed on notice boards, and uploaded to the college website, enabling students to plan their schedules effectively.

To ensure that students receive the best education possible, every faculty member prepares a teaching plan at the beginning of the academic year.They also use methods such as seminars, group discussions andquizzes to delivereffectively. Study materials andnotesare provided to support student learning.

Periodic assessments are conducted by IQAC through staff,which is analyzed using different parameters to assess the performance of the students.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/drive/folders/1IiKm_77bcz_9xf3OxmporhAM5uhmBaVI?usp=share_link

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic Schedule: At the commencement of each semester, the academic coordinator prepares a detailed academic schedule that includes important events such as reopening dates, syllabus completion details, holiday specifics, and examination dates.

Evaluation Methodologies: The college has a comprehensive evaluation system that includes various assessment methods such as internal assessment tests, assignments, classroom seminars, group discussionsand semester-end examinations.

Internal Assessment Tests: Before each internal assessment test, students receive assignments to practice and develop their skills and knowledge. Additionally, seminars are conducted to promote active learning and critical thinking.

Laboratory Schedule: The concerned faculty prepares the laboratory schedule, specifying batch-wise particulars, enabling students to plan their laboratory sessions

Lecture Schedule: The college's schedule of regular lectures for the semester is meticulously prepared and displayed on the notice board, allowing students to efficiently plan theirschedule.

Study Materials: The college provides students with study materials and notes enabling them to prepare for exams and improve their understanding of the subject.

Feedback System: The college collects feedback fromstudentsand parents, which is analyzed to assess the performance of students, faculty and College. This feedback helps identify areas for improvement and enhances the quality of education and learning experience for students.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://drive.google.com/drive/folders/1IiKm _77bcz_9xf3OxmporhAM5uhmBaVI?usp=share_link

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 year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

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

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

6

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

1

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

104

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

104

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

1.3 - Curriculum Enrichment

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

Gender Equality and Respect: We prioritize gender equality and respect for all individuals and conduct awareness programs and invite renowned speakers to deliver lectures on gender equality. These programs are available to both female and male students, starting from their first year of the program and continuing at regular intervals.

Sustainability and Environment: To promote sustainability on our campus, we maintain a green campus, provide bicycles for our students, and organize field visits. Our aim is to create a better future for our community by promoting environmental sustainability.

Professionalism and Ethics: We develop professionalism and ethical conduct by providing our students with regular training, soft skill development, effective communication, and public speaking. We organize annual seminars to keep our students and faculty up to date on the latest issues related to ethics and professionalism. Our goal is to ensure that our students become responsible professionals who contribute positively to society.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

0

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

0

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://docs.google.com/forms/d/e/1FAIpQLSci kl5BDNnkKveiZ56ZXPfj08X_duyL5UIfQj0RrQLx41KF zA/viewform?usp=sf_link

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

240

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

51

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

The college evaluates the learning progress of its students and offers customized programs to support both advanced learners and slow learners.

The faculty and staff closely monitor the academic progress of students who are struggling and offer personalized mentoring, additional notes, and revision classes.

To further support students who are struggling, the college provides extra library resources and offers individual counseling sessions and remedial coaching to help them catch up with their peers. Regular assessments and feedback help students recognize areas of weakness and work to improve them.

For advanced learners, the college offers a range of experiential learning opportunities, such as industrial tours, project-based learning, and seminar sessions. These programs are designed to challenge and inspire high-performing students, helping them to excel academically and prepare for entrance exams like PG CET, B.Ed, and job exams.

To promote the overall growth and development of students, the college encourages participation in extracurricular activities such as sports and cultural events, which help build confidence and leadership skills.

Overall, the college is committed to ensuring the success of all its students by providing personalized support, mentoring, and resources that meet their unique needs and help them achieve their academic and personal goals.

File Description	Documents
Link for additional Information	[Nil](#)
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
248	**15**

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

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

The college employs student-centered teaching methodologies such as experiential learning, participative learning, and problem-solving approaches to enhance the overall learning experience of students.

Faculty members use a variety of teaching-learning methods, including lecture-based instruction, interactive sessions, project-based learning, computer-assisted learning, and experiential learning. The use of visual aids and special lectures makes the teaching-learning activities more engaging and effective.

In addition to traditional teaching-learning methods, the college offers innovative and student-centered approaches to encourage participatory, problem-solving, and experiential learning. These approaches include seminars, virtual labs, role-playing, videos, demonstrations, activity-based learning, flipped classrooms, guest lectures, group discussions and debates, peer learning groups, project-based learning, PowerPoint presentations, mind maps, journal reviews, prototype models, crosswords, research projects, language games, viva, poster presentations, and public speaking.

Lessons are presented using PowerPoint presentations and oral presentation methods to make the learning process more captivating for students.

The department emphasizes student-centered learning approaches to

enhance the lifelong learning skills of students. These approaches include experiential learning, participatory learning, and problem-solving methods, which are integrated with traditional teaching methods. By using these methods, the college aims to promote critical thinking and creativity among students, enabling them to develop practical solutions to real-world problems.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers at GDC Mandapeta utilize ICT-enabled tools to facilitate an effective teaching-learning process. Keeping up with the latest technologies is crucial for teachers to use them in their lessons and make them more engaging. The faculty members combine technology with traditional modes of teaching to keep the students engaged in learning. The college leverages Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education.

The institute utilizes the following ICT tools:

1. Projectors- Four projectors are available in different classrooms and labs.

2. Printers- They are installed in the computer lab and office.

3. Seminar Room- A seminar hall is equipped with all digital facilities.

4. Online Classes through Zoom, Google Classroom)

The faculty members use ICT tools in the following ways:

A. PowerPoint Presentations- Faculties are encouraged to use PowerPoint presentations in their teaching by utilizing LCDs and projectors. They are also equipped with a digital library, online search engines, and websites to prepare effective presentations.

B. Industry Connect- Seminar and conference rooms are digitally equipped where guest lectures, expert talks, and various competitions are regularly organized for students.

C. Online Quiz- Faculties prepare online quizzes for students after the completion of the syllabus.

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

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

2.3.3.1 - Number of mentors

14

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

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

7

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. /

D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

3

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

36

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college implements a transparent and robust evaluation process in terms of frequency and variety. To ensure transparency in internal assessment, the system of internal assessment is communicated to the students well in advance. The examination cell conducts two internal exams based on the academic calendar provided by the university, and in addition, slip tests, quizzes, and seminars are also conducted. The Principal conducts meetings with the faculty members and directs them to ensure the effective implementation of the evaluation process.

To ensure a transparent and robust internal assessment process, the following mechanisms are implemented:

- **Internal Examination Committee.**

- **Question Paper Setting.**

- **Conduct of Examination**

- **Result display**

- **Interaction with students regarding their internal assessment.**

The method of internal assessment enables teachers to evaluate students more accurately. Internal assessment has also increased student interest in learning and attending classes, as well as participation in various co-curricular and extra-curricular activities for their overall personality development. Seminar presentations improve students' communication skills, which are essential for facing interviews. This way, the internal assessment mechanism is transparent and robust.

File Description	Documents
Any additional information	View File
Link for additional information	NIL

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

There is a high level of transparency in the internal assessment process, with the criteria being determined by the university.

The internal assessment schedules are prepared in accordance with university guidelines and communicated to students well in advance.

To ensure the proper conduct of formative tests, one invigilator is assigned to each hall.

Evaluation of answer scripts is carried out by the course instructors within three days of the examination.

To ensure standard evaluation, HODs randomly verify corrected answer scripts.

Students are provided with their corrected answer scripts for verification, and any grievances are addressed immediately.

Grievances are addressed at both the departmental and college levels:

At the departmental level, continuous evaluation of students is conducted by faculty members, with midterm marks being allotted based on defined strategies.

At the college level, a Senior Supervisor is appointed to oversee the smooth conduct of internal exams. Any student problems are handled by the institution's Chief Examination Officer.

Any grievances arising during the conduct of online or theory exams are addressed and discussed in consultation with the Principal.

File Description	Documents
Any additional information	View File
Link for additional information	NIL

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.

The college has clearly defined the expected learning outcomes for its programs and courses. To communicate these outcomes effectively, GDC Mandapeta follows the guidelines set by AdiKavi Nannaya University, to which it is affiliated.

Physical copies of the syllabi and learning outcomes are readily available in the respective departments for easy reference by both students and teachers.

The significance of learning outcomes is regularly emphasized to the faculty during IQAC and College Committee meetings.

Students are also informed about the expected learning outcomes through tutorial sessions.

GDC Mandapeta offers undergraduate programs in 12 subjects, including English, Telugu, Political Science, Economics, History, Physical Education, Chemistry, Physics, Botany, Zoology, Mathematics, and Commerce.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	NIL
Upload COs for all courses (exemplars from Glossary)	View File

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

The attainment level of Program Outcomes, Program Specific Outcomes, and Course Outcomes is evaluated using a variety of indicators throughout the academic year.

Through a continuous evaluation process, faculty members record the performance of each student based on the specified course outcomes. The faculty assigns homework, conducts internal tests, vivas, surprise tests, open book tests, quizzes, projects, etc., to assess the Programme Outcomes and Programme Specific outcomes achieved by each student.

Some of the key indicators used to measure attainment are:

End Semester University Examination: As a constituent college of AdiKavi Nannaya University, Government Degree College, Mandapeta students are required to take examinations according to the semester and annual patterns set by the university. These exams are used to measure program outcomes based on the course attainment level established by the program.

Internal Assessment: Internal Assessment carries a weightage of 25% of the total marks (100) in each subject. The students are given assignments designed in alignment with the Programme Outcomes of the respective subject. Additionally, internal/class tests, quizzes, vivas, etc., are conducted repeatedly in a semester to evaluate the performance of students regularly.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	NIL

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

37

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	NIL

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://gdcmandapeta.ac.in

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 year (INR in Lakhs)

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

00

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	NIL

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

0

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

05

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

1

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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 year

The AIDS rally held on December 1, 2020, was organized to raise awareness about the Human Immunodeficiency Virus (HIV) and Acquired Immunodeficiency Syndrome (AIDS). The event aimed to educate the students and the local community about the causes, symptoms, and prevention of AIDS. The rally included a march through the streets, where participants carried placards. The event was a great success in spreading awareness about the disease and promoting safe practices to prevent its spread.

The second event, a vaccination drive for COVID-19 held on 02-0-2021, was conducted to provide the COVID-19 vaccine to the college staff and the local community. The drive was aimed at increasing awareness about the vaccine and its importance in fighting the pandemic. The college collaborated with the local health authorities to organize the drive, and all safety protocols were strictly followed. The vaccination drive was successful in administering the vaccine to a large number of people, promoting vaccination, and reducing vaccine hesitancy in the community.

Overall, these extension events organized by Government Degree College were crucial in promoting awareness and educating the community about important health issues. The events also showcased the college's commitment to serving the community and addressing pressing health concerns.

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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., during the year

0

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

00

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

Our college is a center of learning with a student strength of 248, located on a scenic 8.29-acre campus that comprises four buildings, a conference hall, a seminar hall-cum-virtual classroom andone shed.

Learning Resources - Our college has well-equipped classrooms, including fourteen spacious lecture rooms of various sizes to cater to the needs of our students. Each room is furnished with comfortable seating, proper ventilation, and adequate lighting. Two of these rooms and a seminar hall with a seating capacity of 200 are fitted with LCD projectors and offer full Wi-Fi connectivity across the campus.

Library - The college has a vast library that houses 10,700 books, periodicals, references, national and international journals, covering all aspects of educational studies.

Laboratories - The college has fivescience laboratories, facilitating regular practical sessions for our undergraduate students.

Student and Faculty Support Facilities - The college has installed a drinking water plant that uses the RO process to provide safe drinking water within the premises. The campus also features a spacious playground and indoor stadium for various sports activities. For convenience, there is one restroom each for male and female students and two restrooms for staff members."

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

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

The college boasts a vast and spacious sports ground sprawling across 4 acres of land. It is large enough to host a variety of outdoor sports events such as handball, volleyball, athleticsand

yoga classes. Additionally, there is a well-equipped sports room that provides ample storage for sporting equipment. The college also hasbadminton courtalong with indoor facilities for Tennicoit, Chess, Carom Boardsetc.

Gym:

The college has a state-of-the-art gymnasium with modern equipment. Despite being busy with a rigorous curriculum, students actively participate in various college events throughout the year.The cultural programs are organized in the open-air auditorium and seminar hall. The sports facilities are effectively utilized, with specific hours allocated for sports and games in the regular timetable. Students can avail themselves of the gym training every evening after college hours.

Auditorium:

The college has a large indoor stadium that spans over an area of 5900 sq.ft., and a seminar hall of 820 sq.ft. is available for recreational activities. These facilities are used to conduct events such as yoga sessions, cultural programs, and annual day celebrations. Practicing yoga helps individuals manage stress and anxiety while simultaneously promoting relaxation of the mind, body, and soul.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

04

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

04

File Description	Documents
Upload any additional information	*View File*
Paste link for additional information	*NIL*
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	*View File*

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

File Description	Documents
Upload any additional information	*View File*
Upload audited utilization statements	*View File*
Upload Details of budget allocation, excluding salary during the year (Data Template)	*View File*

4.2 - Library as a Learning Resource

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

The college library is a hub of knowledge and an essential resource for the students and faculty members. It is equipped with modern amenities and has a seating capacity of 50 students. The circulation counter and reference/stock room are well-organized and easy to access. The library houses an extensive collection of over 10,700 books, periodicals, references, national and international journals, covering all aspects of academic studies and research materials. The library is well laid out and aesthetically designed to create a learning-friendly atmosphere that encourages academic pursuits.

In addition to the books, the library also has a collection of old semester question papers. This collection of papers is an excellent resource for students to prepare for their upcoming examinations. The availability of books by subject wise/author wise can be

accessed from the computer provided in the library. This feature enables students and faculty to easily locate the required books and references.

The library is a quiet and peaceful place that provides an excellent environment for students to focus and concentrate on their studies. The ambiance of the library is welcoming, and the staff is always ready to assist and support the students in their academic pursuits.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	NIL

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources | **E. None of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

NIL

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

5

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

4.3 - IT Infrastructure

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

In the year 1989, the college recognized the growing importance of computer science and established a state-of-the-art Computer Science lab within the B.Sc Computer Science department. This lab was equipped with the latest technology and software to provide students with practical experience in programming, software development, and computer hardware.

As technology continued to evolve, the college recognized the need to upgrade its facilities to keep pace with the changing times. In the year 2012, the college purchased LCD projectors and OHPs for its ICT rooms and classrooms. This investment greatly enhanced the teaching and learning experience, allowing for more interactive and engaging classroom sessions.

In 2016, the college received financial assistance from UGC New Delhi to establish a Virtual classroom. This cutting-edge facility enabled the college to conduct virtual classes and seminars, thereby expanding the reach of education beyond the physical confines of the classroom.

In addition to these facilities, the college has also implemented a robust Wi-Fi network with hotspots and extenders to provide seamless wireless connectivity throughout the campus. This has greatly facilitated research, collaboration, and communication among students, faculty, and staff.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL

4.3.2 - Number of Computers

12

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	C.10 - 30MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

0

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

To ensure that all the college's systems and facilities are functioning optimally, the institution has a dedicated team of technical staff responsible for maintaining physical, mechanical, and electrical systems, computer systems, and networking facilities.

The IQAC of the college is responsible for overseeing the quality of education and other activities on campus. The IQAC prioritizes activities and estimates costs, which are then submitted to the College Finance and Staff Council through the Principal for approval. Once approved, the Principal allocates funds and ensures that payments are made promptly.

In addition to maintaining the college's computer systems, the Computer science department also provides support to students and staff. Minor software and hardware problems are handled by the concerned department staff.

To ensure that lab equipment is well-maintained and functioning correctly, all departments are responsible for timely maintenance of their equipment. Most of the maintenance work is completed during the semester end break when there are fewer students on campus. The heads of the departments closely monitor these activities to ensure that all equipment is functioning correctly and that any issues are addressed promptly.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	[NIL]()

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

198

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

NIL

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above

File Description	Documents
Link to institutional website	NIL
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

`00`

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

`00`

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

3

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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) during the year

00

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - 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) during the year

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) during the year.

0

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

The Student Council of the College is a highly respected and influential body that plays a crucial role in shaping the culture and development of the college.The council takes great pride in working collaboratively with the faculty members and the college administration to ensure the overall progress.

The council is dedicated to promoting awide range of cultural and sports programs throughout the year. These programs include the celebration of important national events such as National Youth Day, Republic Day, and Independence Day.The council also observes other significant days and events that are relevant to the college community.

One of the council's most important responsibilities is the organization of the Annual Day celebrations, which is a highly anticipated event for the entire college community. This event serves as a platform to showcase the talents and achievements of the students in various fields, including academics, sports, and cultural activities.

The council ensures the active participation of students in various committees of the college, including the special fee committee, disciplinary committee, and anti-ragging committee, among others. This encourages students to develop a sense of responsibility towards the college community and contribute to its growth and development.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services. The association is a vital part of the college community and plays a crucial role in promoting alumni engagement and advancing the institution.

College recognizes importance of alumni associations and meetings for fundraising and has incorporated them into its future planning. As part of its strategic planning, the college is organizing regular alumni meetings and events to engage with its alumni community and to raise funds for various college initiatives. These meetings will serve as an excellent opportunity for alumni to connect with their former classmates, share their experiences, and contribute to the development of their alma mater.

Moving forward, the college is committed to strengthening its relationship with its alumni community and fostering a culture of giving back. The college will continue to develop innovative ways to engage its alumni and to encourage their contributions towards the growth and advancement of the institution.

Overall, the registered Alumni Association and its contributions, coupled with the college's planning for alumni associations and meetings for fundraising in the future, demonstrate a strong commitment to the development and growth of the institution.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

Vision: A knowledge center and an institution of excellence in Higher Education imparting quality instruction, shaping responsible future citizens with global competencies catering to the needs of National Development.

Mission: To continually improve curriculum with new modules based on current trends, impart quality education through value orientation, integrate ICT inputs, and e-learning into the curriculum, promote students' research, and execute extension activities for the benefit of society.

The college follows its vision and mission to serve better for students. The governance of the college matches the vision and mission of the college.

The governance of the institution is reflective: The teams of the college involve the Principal, who is the Convener of different committees, Teaching-staff, IQAC committee, non-teaching, supporting staff, students, and stakeholders.The principal monitors the mechanism regarding administration and the educational process. It also ensures the proper functioning of the college's policies, rules, and action plans. There are many committees to support the vision and mission of the college. For example, these are CPDC Committee the Examination cell, Career Guidance, and Placement Cell, Library and Sports Committee, Discipline and Anti-ragging Committee, UGC Committee, Scholarship Committee, Grievance Redressal Committee, etc. All the committees take responsibility for the plans and activities.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

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

- The College Development Committee, comprising representatives from management, principal, students, department representatives, faculty, staff members, industry experts, and alumni, is responsible for the college's academic, administrative, and infrastructural growth.
- The Principal instructs CPDC members to prepare the annual budget, and they conduct meetings with faculty members to submit requirements and quotations based on syllabus needs and industry trends.
- The college decentralizes its operational autonomy to departments for the acquisition of goods and services.
- The Principal consolidates departmental requirements to execute and sanction the budget.
- The Academic Council Committee, comprising administrative staff and faculty members, recommends enhancements to student facilities and experiences at the campus.
- The committee's responsibilities include preparing the academic calendar, tracking syllabus completion, maintaining academic standards, arranging examinations, improving teaching standards, and reviewing co-curricular and extracurricular activities.
- The college has various academic committees like the library

committee, time-table and OTLP committee, and attendance
monitoring committee, ensuring the smooth functioning of the
institute.

- The Anti-Ragging, Grievance Redressal, and Discipline
Committees are responsible for maintaining a healthy,
enjoyable, and disciplined culture in the college, consisting
of the Principal, HODs, senior faculty members, and student
representatives.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college's vision and mission statements are well communicated,
and a strategic plan and action plan are designed to ensure that
this quality policy is implemented in every process. Each process is
regularly reviewed by a monitoring mechanism, which includes the
following activities:

- Implementation of innovative teaching and learning methods
such as cooperative learning, group discussions, seminars,
project works, and lab demonstrations.
- Arrangement of field trips, extension lectures, and guest
lectures for students.
- Use of teaching aids such as ICT, models, SWAYAM and NPTEL
platforms, LMS video lectures, etc.
- Encouragement of faculty members for research publications.
- Motivation of students for higher education (post-graduation).
- Plantation of trees in the college campus by students as a
responsibility towards mother nature.
- Proper maintenance of waste management system.
- Preparation of an action plan by the college's career guidance
and training placement cell to improve the placement
activities.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	NIL
Upload any additional information	View File

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

The College's governance policies encourage participation from all stakeholders and promote development.

Administrative Control by the Commissionerate of Collegiate Education:

- **The college operates under the direct control of the Commissionerate of Collegiate Education, AP.**

- **The CCE issues instructions to govern academic, administrative, and financial matters.**

The College Administration

- **The Principal leads the college as the academic and administrative leader.**

- **The Principal plans and supervises the execution of academic plans, co-curricular and extra-curricular activities with staff members.**

- **The Vice-Principal assists the Principal in college administration.**

Teaching and Non-Teaching Staff

- **Teaching Staff: Departments are headed by In-Charges and include other teaching staff, a Physical Director, and a Librarian.**

- **Non-Teaching Staff: The Upper Division Clerk heads non-**

teaching staff members, including Senior Assistants, Junior Assistants, Record Assistants, Office Subordinates, and night watchmen.

Committees

- Quality Assurance Activities: IQAC

- Academic Activities: Academic/Examination Committee, Time-Table and OTLP Committee, Library Advisory Committee, Research Committee, etc.

- Administrative Activities: Staff Council, Special Fee Committee, Finance/Purchase Committee, Scholarship Committee, Building and Infrastructure Committee, RTI Committee, etc.

- Extension Activities: Red Ribbon Committee, Eco Club, Women Empowerment Cell, Institutional Social Responsibility Cell, etc.

- Career Guidance Activities: Career Guidance Cell, JKC, etc.

- Grievance Redressal Activities: Grievance Redressal Committee, Internal Complaints Committee, Anti-Ragging Committee.

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the Institution webpage	NIL
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

At our college, staff welfare is of foremost importance. To this end, we offer a range of welfare measures for both teaching and non-teaching staff, which are itemized below:

- Health insurance (APGLI & GIS)
- Medical leave and maternity leave for eligible staff members
- Faculty members are eligible for earned leave
- Access to gym and shuttle court facilities
- Celebrating all festivals together, given the multicultural environment on campus
- Encouraging staff to attend and present papers at conferences, both in India and abroad
- Internet and free Wi-Fi facilities are available on campus for staff
- The Teaching and Non-Teaching Staff Club organizes tours and sports activities for staff members
- Faculty members receive 45 days of summer and winter vacations
- Regular faculty development programs (FDPs)
- Automation of attendance and leave using a biometric system
- The college also provides financial assistance to needy students for pursuing higher education in our institution, as required
- All staff members are treated equally when it comes to obtaining benefits from the college
- Motivational counseling is available to create a healthy working environment
- The Women Empowerment Cell is established to create opportunities for women staff members to flourish and gain momentum.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

03

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The performance of each employee is evaluated annually after completing one year of service. The objective is not only to assess performance objectively according to established norms but also to identify potential areas for improvement that can lead to further progress and growth for the employee.

For teaching staff, the performance of each faculty member is assessed according to the Annual Self-Assessment for the Academic Performance Indicator (API), which is monitored by the Commissionerate of Collegiate Education in AP. Promotions are based on the API for the UGC Career Advancement Scheme (CAS). The college assigns additional duties and responsibilities to faculty members, mostly on a voluntary basis, for a wide range of activities besides academics. The institute gives appropriate weightage to these contributions in their overall assessment. Faculty members whose promotions are due are informed well in advance, and their API proforma is checked and verified by the heads of departments, followed by the IQAC and the principal.

For non-teaching staff, annual confidential reports and performance appraisals assess various parameters under different categories, including Character and Habits, Departmental Abilities, Capacity to

do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students, and the public.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The College has established a mechanism for conducting internal and external audits of financial transactions every year to ensure financial compliance. The mechanisms is,

- Before the start of each financial year, the principal submits a budget allocation proposal to the management, taking into account the recommendations made by all faculty.
- The college budget includes expenses such as electricity, internet charges, maintenance costs, stationery, other consumable charges, lab equipment purchases, furniture, and other development expenses.
- The expenses are monitored by the college accounts department.
- All vouchers are audited by an internal financial committee on a half-yearly basis. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancies are found, they are brought to the notice of the principal.

The process of external audit is as follows:

- The college accounts are audited by a chartered accountant regularly, in accordance with government rules. The auditor ensures that all payments are duly authorized.
- Any queries during the audit process are addressed immediately, along with supporting documents, within the prescribed time limits.
- The college has not had any major audit objections in the preceding years. An external agency conducts an external audit once every year.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

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

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

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The College is known for its integrity and transparency in its financial management system. The College implements various quality enhancement activities with its ability to mobilize resources from different sources for new programmes, research, extension, infrastructure, student welfare, and staff career advancements.

Mobilization of Funds

The College mobilises funds as per the policy and procedure enacted by the CCE. The College receives funds from the following sources.

Grants from the Society

Fees collected from students

Funds received from funding agencies such as UGC.

The contribution made by the alumni, well-wishers and philanthropists

Government Scholarships

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

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

The IQAC Cell of the college works towards improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids, developing suitable infrastructure, and offering suggestions for the new self-finance courses. IQAC is an effective and efficient internal coordinating and monitoring mechanism. The IQAC plays a vital role in maintaining and enhancing the quality of the institution and suggests quality enhancement measures to be adopted. The IQAC meets every quarterly to plan, direct, implement and evaluate the teaching, research, and publication activities in the College. The sub-committees dealing with various activities and departments implement the IQAC guidelines and report the feedback.

The IQAC strives to spread quality culture through quality enhancement initiatives and best practices.

Significant improvements in quality have been made by institutionalizing the following IQAC initiatives:

IQAC is planning to concentrate more on Strategic Development in the key areas given below where in the previous administration has misarable failed.

1. Academic results

2. Student soft skills development

3. Placement support

4. Faculty development programs

5. Research and development

6. Interaction with industry

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

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

Sources of funds are

1. **Fees: The college charges fees from students of various granted and self-financed courses as per the university and government norms.**

2. **Salary Grant: The college receives a salary grant from thegovernment.This grant includes salaries of regular permanent lecturers, contract lecturers, guest lecturers, and non-teaching staff, as well as part-time teachers working on granted posts.**

3. **UGC or RUSA Grants: The college receives grants from the UGC or RUSA for the development and maintenance of infrastructure, upgrade of learning resources, and research.**

4. **College receives funds from stakeholders, non-government bodies, individuals, and philanthropists.**

Resource mobilizationprocedures are

1. **The institution sets up a RUSA Committee as per the directions of the RUSA Guidelines.**

2. **The RUSA Committee, in close coordination with the CPDC and the IQAC, monitors the mobilization of funds and ensures that they are spent for the purpose for which they have been allocated.**

3. **The CPDCperiodically reviews the mobilization of funds and the utilization of these sources in their meetings.**

4. **The Library Advisory Committee ensures that the resources in the library are utilized optimally.**

5. **The Campus Cleanliness and Beautification Committee monitors campus cleanliness and its utilization.**

6. **The Principal issues directions to ensure the optimum utilization of resources.**

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	NIL
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 year

1. **Ensuring equal opportunities for both genders:** Institutions can ensure that both genders have equal opportunities to participate in various activities such as academics, sports, cultural events, and other extracurricular activities.

2. **Sensitization and awareness campaigns:** Institutions can organize awareness campaigns to sensitize students and staff about gender equality, gender stereotypes, and gender-based discrimination.

3. **Providing a safe and supportive environment:** Institutions can create a safe and supportive environment for students and staff, especially for women. This can include measures such as having gender-neutral restrooms, providing safe transport facilities, and having mechanisms in place to prevent and address incidents of sexual harassment and gender-based violence.

4. **Gender-sensitive policies:** Institutions can develop gender-sensitive policies to ensure that the needs and concerns of all genders are taken into account. This can include policies related to admission, recruitment, promotion, and evaluation of academic and administrative staff.

5. **Support systems for women:** Institutions can provide support systems for women, such as mentorship programs, counseling services, and child care facilities, to ensure that they are able to participate fully in academic and professional activities.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1BTflh5aBB_k jRvBWNVSkVqHKNUH2dW30/view?usp=share_link
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/1BTflh5aBB_k jRvBWNVSkVqHKNUH2dW30/view?usp=share_link

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	E. None of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	[View File](#)

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Located in the midst of fertile farmland, our college recognizes the importance of preserving the natural beauty of the land and protecting the environment. To this end, we have implemented several measures to ensure responsible waste management on campus.

Solid waste management: The college has a well-established system for the segregation and disposal of solid waste.

Liquid waste management: The Institution has a sewage treatment plant that treats the sewage generated within the campus. The treated water is then reused for non-potable purposes such as flushing and gardening. The Institution also has a rainwater harvesting system in place, which collects rainwater and stores it for later use.

Biomedical waste management: The Institution has a separate biomedical waste management system to ensure the safe disposal of biomedical waste generated within the campus. The waste is segregated.

E-waste management: The Institution has set up an e-waste management system to dispose of electronic waste generated within the campus. The e-waste is collected separately and sent to authorized e-waste disposal facilities for recycling and safe disposal.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	NIL
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 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	C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit	E. None of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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 200 words).

The institution is making proactive efforts to provide an inclusive environment, with initiatives aimed at improving education,

uplifting the needy economically, and fostering communal harmony. Lectures have been conducted in villages to increase awareness of environmental and ethical issues, and the quality of drinking water in these villages has been tested.

The institution's extension activities are focused on creating a holistic environment for student development. GDC Mandapeta has always strived to sensitize students to the cultural, regional, linguistic, communal, and socio-economic diversity of the state and nation. The institution celebrates cultural and regional festivals such as Youth Festival, Constitution Day, and Bhogi Sankranti festival, to promote tolerance and harmony among students. The Gender Equality Policy aims to provide equal access, opportunities, and rights for both men and women. The Policy for the Differently Abled ensures that every department member is aware of how to care for differently-abled people by providing a barrier-free environment, necessary facilities, and human and technological assistance, the department continuously strives to ensure that differently-abled individuals feel included in all college activities. The curriculum has been revised to include topics related to human rights, peace, tolerance, love, compassion, harmony, social value promotion, environmental awareness, and ethics.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

College believes in providing students with a well-rounded education that encompasses all aspects of their development. In line with this philosophy, the institute places great emphasis on sensitizing its students to their constitutional rights, values, duties, and responsibilities. The curriculum has been designed to ensure that students learn about their constitutional obligations from the earliest stages of their academic journey. In addition to the core curriculum, students also have the opportunity to participate in various extra-curricular activities that help to enhance their understanding of constitutional obligations.

As a part of promoting democratic values, GDC Mandapeta has implemented a course on Environment studies for first-year students. This course covers various topics such as environment acts, wildlife protection act, forest act, global environmental concerns, and more.

College also celebrates Republic Day on 26th Jan and Independence Day on 15th August every year to commemorate the struggle for freedom and the significance of the Indian constitution. Through these celebrations, students learn about the importance of constitutional values and their role as responsible citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

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

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The Collegecelebrates and organizes events and festivals to

commemorate both national and international occasions. Various departments celebrate national days such as Savitribhaipule Jayanthi, Srinivasa Ramanujan Birthday, National Science Day, Telugu Language Day, National Educational Day, International Accounting Day, National Consumers Day, International Consumers Day, Human Rights Day, and National Literacy Day. The respective departments conduct programs to mark these occasions, and some events are held in coordination with all departments.

Furthermore, the College celebrates important national events such as Independence Day on August 15th, Republic Day on January 26th, and the college anniversary. These events and celebrations promote cultural, regional, and linguistic diversity and imbue a sense of national pride and patriotism in the students.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1. Making online video classes and uploading them on YouTube during the COVID lockdown for the benefit of student knowledge enrichment.

2. TCS ION Certificate courses and Artificial Intelligence online courses were introduced to students during the COVID-19 lockdown period

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

200 words

The college places a strong emphasis on empowering women. The Women Empowerment Cell of the college actively conducts a variety of programs in social, economic, technical, health and hygiene domains through a specially designed platform. The women constitute about half of the student population of the college, and a significant portion of them are first-generation learners from underprivileged sections of society. The aim of the WEC is to guide and shape these budding women into knowledgeable, confident, assertive, courageous, and resilient individuals. The WEC lays special emphasis on creating awareness of women's rights and privileges. The WEC collaborates with local NGOs to organize community outreach programs. These programs include community-based health programs, guest lectures on health and hygiene by renowned professionals, and motivational talks by women achievers. Flagship programs organized by the WEC also include Save Girl Child, Beti Padavo, and others, to promote gender equity. The institution is dedicated to the overall development of women students, including encouraging their participation in sports, games, and yoga. The positive outcomes are visible in their academic and extracurricular achievements.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Ensure good governance.
2. Develop leadership and participatory learning skills.
3. Motivate students to pursue higher education.
4. Enhance institutional quality and internal resources.
5. Establish a mineral water plant on campus.
6. Install solar energy systems on campus.
7. Develop an excellent playground for students.
8. Maintain a plantation within the college boundaries.
9. Encourage staff members to conduct research in their respective areas.
10. Celebrate all important days and events within the institution.
11. Implement remedial coaching for students in all subjects.