



## **YEARLY STATUS REPORT - 2021-2022**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		<b>GOVERNMENT DEGREE COLLEGE</b>
• Name of the Head of the institution	<b>Dr. T.K.V SRINIVASA RAO</b>	
• Designation	<b>PRINCIPAL</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>08855232064</b>	
• Mobile No:	<b>7981414513</b>	
• Registered e-mail	<b>jkcrjyec.mandapet@gmail.com</b>	
• Alternate e-mail	<b>admin@gdcmandapeta.ac.in</b>	
• Address	<b>Door No: 1-454, Opposite Suryachandra Paper Mill</b>	
• City/Town	<b>Mandapeta</b>	
• State/UT	<b>Andhra Pradesh</b>	
• Pin Code	<b>533308</b>	
<b>2.Institutional status</b>		
• Affiliated / Constitution Colleges		
• Type of Institution	<b>Co-education</b>	
• Location	<b>Rural</b>	

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Adi Kavi Nannaya University				
• Name of the IQAC Coordinator	A ANANDA RAO				
• Phone No.	9642012265				
• Alternate phone No.	9381963041				
• Mobile	9642012265				
• IQAC e-mail address	anandarekanti@gmail.com				
• Alternate e-mail address	chandaka@gdcmandapeta.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="https://gdcmandapeta.ac.in/">https://gdcmandapeta.ac.in/</a>				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="#">YES</a>				
<b>5.Accreditation Details</b>					
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 1	Nil	State Government	2021-22	43676	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>5</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
1) Introduction of SOP IN CIA		
2) Introduction of CSP For first year students		
3) Improvement of infrastructure including installation of RO Plant for the better health of the students		
<b>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</b>		

Plan of Action	Achievements/Outcomes
1. Make sure Good Governance.	Partially full filled
2. Developing leadership and participative learning skills.	Yes
3. To motivate the students for higher education.	Yes
4. Improving the institutional qualities and internal resources.	Partially full filled
5. Implementation of Mineral Water plant in institution.	Yes
6. Implementation of Solar Energy in institution.	Yes
7. Developing an excellent play ground to students.	Yes
8. Maintaining of Plantation of in college boundaries.	Partially full filled
9. Encouraging to staff members to do Research in their respective areas.	Yes
10. Celebrating all important days in our Institution.	Yes
11. Implementation of Remedial coaching for students in all subjects.	Yes
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
<b>IQAC</b>	<b>Nil</b>
<b>14. Whether institutional data submitted to AISHE</b>	

Year	Date of Submission
2020-2021	28/02/2022

**15.Multidisciplinary / interdisciplinary**

Our college is a Multidisciplinary College with 3 programmes viz B.Sc, B.Com and B.A comprising 8 courses that is M.P.C,M.P.Cs, M.C.Cs, B.Z.C,B.Com(Computers), B.Com(General) and B.A, B.A (Special English) . In future, the college intends to add more courses to reflect the needs of present global scenario and employment market. In addition to conventional courses, the college is going to launch certificate courses like tailoring, beautician, two wheeler mechanism etc... to adopt students to employment once they leave the campus.

**16.Academic bank of credits (ABC):****17.Skill development:**

Till now the college used to offer skill component as a part of foundation course. But this year the college has entered into an MOU with APSSDC (Andhra Pradesh State Skill Development Council) To launch two skill courses namely Junior software developer and Quality controller in pharmaceutical industries, Due to the 7th Hour concept, introduced by the honourable Minister of Higher Education. The college got the opportunity to introduce certificate courses like tailoring, Beautification etc... Which is going to be realised very soon. The college would like to integrate with national skill development council by registering itself as a trainer centre and as well as Trainer provider under PMKVY 4.0.

**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):****20.Distance education/online education:**

In order to provide education to the youth, who are residing in remote areas, the college extensively uses online method of education, because cellphone has become a common medium of learning after corona pandemic. The college also provides space for regular lectures and other important guest lectures on its website to have

global reach. for those who have droppped out or who can not come to college, the college is going to start distance education center. the college is planing to enter an MOU with NAGARJUNA UNIVERSIT for this purpose.

## 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	<a href="#">View File</a>

### 2.Student

2.1  
Number of students during the year

163

File Description	Documents
Data Template	<a href="#">View File</a>

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3  
Number of outgoing/ final year students during the year

37

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1  
Number of full time teachers during the year

8

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	22
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	19 Class Rooms and One Seminar Hall
Total number of Classrooms and Seminar halls	
4.2	43676
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	30
Total number of computers on campus for academic purposes	

<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The college follows the curriculum prescribed by the University through its Boards of Studies.</p> <p><b>Academic Calender</b></p> <ul style="list-style-type: none"> <li>The college follows the Academic calendar issued by the University and Commisionerate of Collegiate Education and executes it rigorously.</li> <li>The Heads of Departments conducts the meetings to distribute workload, allot subjects, plan the activities of the department and to review the completed syllabus.</li> <li>The Principal monitors the effective implementation of the Calendar through formal meetings with Heads of Departments and if necessary informal discussions with faculty.</li> </ul>	

The college constitutes the Time Table committee.:

- The Time Tables are displayed on the Notice Board and also uploaded on the college website.
- Teaching plan is prepared by every faculty member at the beginning of academic year.
- Periodic assessment of curriculum delivery is conducted by IQAC through HODs

Teaching Aids:

- The faculty uses charts, maps, models and specimens along with chalk and board.
- Methods like seminar, group discussion, quiz, case study for effective delivery of curriculum.
- Study materials, notes and question banks are provided in.

Feedback:

- The college collects the feedback from the faculty, students, alumni and parents.
- The collected feed back is analysed using different parameters and the performance of the students, faculty and institution is assessed..

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

At the beginning of each semester, an academic calendar is prepared by the academic coordinator based on the schedule provided by Adikavi Nannaya University, consisting of various curricular schedules like:

- College Reopening Date
- Unit Wise Syllabus Completion Details
- Details of Holidays
- Internal Assessment Test I, II and, III Dates
- Last Working Day detail
- Tentative Adikavi Nannaya University Practical Examination and



**End Semester Examination dates**

Students are continuously evaluated throughout the semester for each course of the program. Continuous evaluation through different methods like internal assessment tests, Assignments, Classroom Seminars, Group discussions, Projects, Semester End Examinations.

- Before starting of each internal assessment test, assignments are given to the students for each subject which includes homework, problem solving, Group discussion and quiz.
- Seminars are carried out by the students on particular topic in a subject during the respective subject hour.
- Internals are conducted, evaluated and also the display of marks and attendance is done as per the calendar of events.
- The laboratory Schedule is prepared by the concerned faculty and batch-wise details are specified in laboratory schedule. Time Table of regular lectures for the semester is prepared as well and displayed on the notice board

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**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	<a href="#">View File</a>
Any additional information	No File Uploaded

**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	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

5

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

265

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

265

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

**Gender equity:** Awareness programs and lectures by eminent speakers are arranged to both female and male students to make them understand the importance of gender equity and respect of all people in their workplace. This is done from their first year of the program onwards and repeated at periodic intervals to ensure that they not only understand the way to behave, interact and respect their superiors, contemporaries and juniors but to carry forward the same to their future professional and personal lives.

**Environment and Sustainability:** The importance of climate change, greenery and pollution control cannot be overstated in the current scenario. We, ensure a green environment in the campus with number of bicycles to commute within 8 acre campus. Our students are taken on field visits to these establishments to learn the processes involved.

**Professional Ethics:** Inculcation of professional ethics is a key area in the development of our students from young adults to responsible professionals. Training on the importance of professional ethics including soft skills, speaking to employers and its importance and communication in front of an audience are provided to our students on a regular basis. Our institution organizes seminars annually to familiarise students and faculties on issues on professionalism and ethics

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year****3**

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

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

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

**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	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

#### 1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

### 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	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

##### 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	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

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

The departments use monitoring and mentoring to keep track of slow learners' progress. Along with teachers, some advanced learners are encouraged to mentor weak students and help them with explanations and notes. Revision classes and counselling sessions are held and additional teaching is taken up if required. Tutoring by peers, senior students, and mentors is offered. Corrected assignments and answer scripts are shared with each student and discussed to enable students to recognize their problem areas and improve. Advanced learners are encouraged to study the contents of the syllabus effectively so as to achieve a high percentage of marks and a good score in entrance exams like PG CET, B.Ed and Job exams also.

Following activities are done by teachers for students:

Slow learners:

1. Individual counselling.
2. Remedial Coaching
3. Extra notes.
4. Internal examination process.
5. Extra library books.

Advance learners:

1. Seminar sessions
2. Experiential learning sessions i.e., Industrial Tour

**5. Projects****6. Assessments**

In order to enhance their confidence level, the departments conduct different activities such as Sports and Cultural activities to develop their overall personality.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
292	21

File Description	Documents
Any additional information	No File Uploaded

**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

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

Teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning, etc. The Teaching-learning activities are made effective through illustration and special lectures.

Lessons are taught through Power Point presentations to make learning interesting besides oral presentation methods.

Lecture method

Interactive method

The department Implements student-centric methods of enhancing the lifelong learning skills of students.

1. Experiential Learning
2. Participatory Learning
3. Problem-solving methods

In addition to the traditional teaching-learning methods, the institute is providing innovative student-centric methods such as Seminars, Virtual Lab, Roleplay, Videos, Demonstration, Activity-based learning, Flipped Classroom, Guest lecture, GD/ debate, Peer learning groups, Project-based learning, PPT, Mind map, Journal Review, Proto-type model, Crosswords, Research projects, Language games, Viva, Poster presentation, Public Speaking to encourage Participative, Problem-solving and Experiential learning

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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 use ICT enabled tools for an effective teaching-learning process. It is essential for the teachers to learn and master the latest technologies and use it in their teaching to make their lessons interesting. The staff members (of GDC Mandapeta) are combining technology with traditional mode to engage students in learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimise the delivery of education.

The following ICT tools are used by the Institute:

1. Projectors- 4 projectors are available in different classrooms/labs



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

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

4. Online Classes through Zoom, Google Classroom)

#### Use of ICT By Faculty-

A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

B. Industry Connect- Seminar and Conference room 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	<a href="#">View File</a>
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

18

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year****Nil**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
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)	<a href="#">View File</a>

**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****7**

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**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 has a transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The examination cell conducts two internal exams based on academic calendar and given by the university as well as we conduct slip tests, quizzes and seminars. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process.

For transparent and robust for internal assessment, the following mechanisms are conducted

- Internal Examination Committee.
- Question Paper Setting.
- Conduct of Examination
- Result display
- Interaction with students regarding their internal assessment.

The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has also increased. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development. The seminar presentation improves the communication skills of the students which is very essential to face the interviews. In this way the mechanism of internal assessment is transparent and robust.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

There is complete transparency in the internal assessment. The criterion adopted is as directed by the university.

- The internal assessment test schedules are prepared as per the university and communicated to the students well in advance.
- To ensure proper conduct of formative tests, one invigilator is assigned to each hall.
- Evaluation is done by the course handling faculty members within three days from the date of examination.
- The corrected answer scripts at random are verified by HOD to ensure the standard evaluation process.
- The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately.

Redressal of grievances at institute level:

- **Departmental Level:** The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit tests. The midterm marks are allotted based on defined strategies.
- **College Level:** The Institute appoints a Senior Supervisor for smooth conduction of examinations of internal exams. If students are facing any problems, they are solved by the institution Chief Examination Officer appointed by the college.
- The grievances during the conduction of online/theory examinations are considered and discussed in consultation with the Principal.

File Description	Documents
Any additional information	<a href="#">View File</a>
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 stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes. GDC Mandapeta is affiliated to Adi Kavi Nannaya University, So it has been following the guidelines of AKU.

- Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students
- The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting
- The students are also made aware of the same through Tutorial meetings
- The institution is running Under Graduate (B.A, B.sc, B. com). There are 12 subjects in the college viz. English, Telugu, Political Science, Economics, History, Physical Education, Chemistry, Physics, Botany, Zoology, Mathematics and Commerce.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The level of attainment of Program Outcomes, Program Specific Outcomes and Course Outcomes are measured using various indicators throughout the semester of the academic year.

The faculty records the performance of each student with the help of the specified course outcomes through a continuous evaluation process. The faculty provides home assignments to students, conducts internal tests, viva, surprise tests, open book tests, quiz, projects etc. in order to assess the Programme Outcomes and Programme Specific outcomes attained by each student.

Some of the key indicators of measuring attainment are:

- **End Semester University Examination:** Being a constituent college of AdiKavi Nannaya University, the students of Government Degree College, Mandapeta are required to take examinations as per the semester and annual pattern set by the university, through which the institution measures programme outcomes based on the course attainment level fixed by the programme.
- **Internal Assessment:** The Internal Assessment constitutes 25% weightage of the total marks (100) in each subject. The students are given assignments which are designed in alignment with Programme Outcomes of the respective subject. Additionally, internal/class tests, quiz, viva etc. are conducted repeatedly in a semester to judge the performance of students on a regular basis.

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

29

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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://drive.google.com/file/d/1p1F4ynH-rb0dgYoPdom8S\\_01Li9bb2mQ/view?usp=drivesdk](https://drive.google.com/file/d/1p1F4ynH-rb0dgYoPdom8S_01Li9bb2mQ/view?usp=drivesdk)

## 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)**

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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**

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
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	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

### 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

1

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during 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	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities**

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Deaprtment of Botany and Zoology have cordially celebrated National Science Day on 28th February 2022.in this connection we oraganised Bio Quiz 2022 in District Level. We invite all the students from Local Degree colleges.

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

**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****1**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 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

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

### 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

5

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

## 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.

Government Degree College Mandapeta - Krushi Tho Naasti Dhurbhiksham. Our College is a temple of learning with strength of 281 students and situated in 8.29 acres of beautiful campus with four buildings includes Conference Hall and Seminar Hall-cum-Virtual Class Room, two sheds and one indoor stadium. Learning Resources Classrooms - Our College has well equipped with seventeen spacious lecture rooms of various capacities to meet necessities of the Students. Every room is provided with acceptable comfy article of furniture, sensible ventilation and adequate airing. Two lecture rooms and one Seminar hall with two hundred seating capacity equipped with liquid crystal display Projectors and Full Wi-Fi all around the field. Library - Our College has a library with 10,700 books, periodicals, references, national and international journals covering all aspects of educational studies. Laboratories - The College has five well-equipped Science laboratories that facilitate conducting regular practical sessions for UG Students. Student and Faculty Support Facilities -- Drinking Water Plant (RO Process) for safe water is provided within the College premises. Spacious Playground and indoor stadium is available in the campus for and Sports activities. Two wash rooms to girl students, one wash rooms for boys and two wash rooms for staff is available in the campus.

Solar System is also established organized for power backup within the campus. Public Addressing System is also established for the entire campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1TC9Ga73aPYJ0WtSsFwg5WFalcYrCwOYZ/view?usp=sharing">https://drive.google.com/file/d/1TC9Ga73aPYJ0WtSsFwg5WFalcYrCwOYZ/view?usp=sharing</a>

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

Our college has an excellent spacious playground with an area of 4 acres. College has a sports ground which is spacious enough to hold Hand-ball, volley-ball, athletics events (Shot-put, Discuss-throw, Javelin-throw) and Yoga classes. There is a sports room with adequate furniture for storage of sports equipment. The college also has two shuttle-badminton courts ( Indoor stadium) apart from indoor sports facilities like Tennicoit, Chess and Carom Boards etc.

#### Gymnasium:

Our college has well equipped Gymnasium room. A multi Gym with 6 stations and of NELCO Company. The students though busy a well engaging and diverse curriculum, have a life of art, culture and activism during the semesters. Students actively participate in intra and inter college events throughout the year and bring several laurels to the college. The cultural programs are organized in open area and seminar hall. The effective usage of sports facilities is ensured by introducing exclusive hours for sports and games in the regular time table itself. Students can avail the facility of Gym training every day evening after college hours.

#### Auditorium:

An Indoor stadium with an area of 5900 sq.ft. and one seminar hall ( Recreational Spaces) built-in area of 820 sq.ft. are made available in the college to conduct Yoga, Cultural Programmes, Annual Day Celebrations. The art of practicing Yoga helps in controlling an individual's mind, body and soul. It helps in managing stress and anxiety and keeps relaxing.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1JmyMFJhQzLHT1mV1HhEIZxHtsOceW7n_/view?usp=sharing">https://drive.google.com/file/d/1JmyMFJhQzLHT1mV1HhEIZxHtsOceW7n_/view?usp=sharing</a>

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

05

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

05

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1Cok_nlSeXDbbhmBI7H6prufLCTl63fwg/view?usp=share_link">https://drive.google.com/file/d/1Cok_nlSeXDbbhmBI7H6prufLCTl63fwg/view?usp=share_link</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

12.0 lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

College is having library equipped with a seating capacity of 50 with circulation counter and reference/stock room. The library at our College is stocked with 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 make it an inviting place with the ambiance that is suitable for learning and scholarship. Old Semester question papers are also made available in libraries. The availability of books by subject wise/author wise can be accessed from the computer provided in the library.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://drive.google.com/file/d/1j1XuYBu0VPlh07XJw6wzgvrlV12rL-wm/view?usp=sharing">https://drive.google.com/file/d/1j1XuYBu0VPlh07XJw6wzgvrlV12rL-wm/view?usp=sharing</a>

### 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	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

### 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	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

#### 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

30

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

In the year 1989 Computer Science lab was set up in the college for B. Sc Computer Science department. In the year 2012 LCD projectors, OHPs were purchased for ICT rooms & class rooms and in the year 2016 Virtual classroom was established with the financial Assistance of UGC New Delhi. The college has Wi-Fi hotspots with extenders provided to cover the wireless range throughout the college.

There were workshops organized on online information sourcing and Basics of Computers like MS OFFICE (Ms-word, Ms-Excel, PowerPoint etc), Photoshop, C Language & JAVA program etc. A separate team with in-house staff is formed to take care of the IT and related needs of the campus such as hardware and networking etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/14EpZizMPUF693MIoqVJ_KZFC4-p1662v/view?usp=sharing">https://drive.google.com/file/d/14EpZizMPUF693MIoqVJ_KZFC4-p1662v/view?usp=sharing</a>

**4.3.2 - Number of Computers****25**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

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

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**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)****0.41**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The college has its own RO Water Plant for Supply of Drinking water. Apart from this, the institution has tie up with company from which the RO water purifier was bought and the institution pays for the regular and routine checkup and upkeep of the purifiers. The College



has technical staff for maintain Physical, Mechanical, and Electrical systems, computers systems and networking facilities.

The IQAC priorities the activities, estimates the cost and submits it to the College Finance and Staff Council through principal for the approval. The Principal allocates the funds and make payments.

Computer systems maintenance is monitored and minor software and hardware problems are being handles by the concerned department staff. However, major problems in computer systems Hardware Engineers are engaged from outside on call basis,

Departmental libraries are taken care of by the department office assistant and a faculty in-charge of the concerned department.

All the departments take care of timely maintenance of the lab equipment. Most of the maintenance work is completed during summer break and a close monitoring of maintenance activities is a prime responsibility of heads of the departments.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/17kn7NNZX9ivyVQXKdBym0jFj-KSu9elc/view?usp=drivesdk">https://drive.google.com/file/d/17kn7NNZX9ivyVQXKdBym0jFj-KSu9elc/view?usp=drivesdk</a>

## 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

233

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

### 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

000

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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	<a href="https://gdcmandapeta.ac.in/">https://gdcmandapeta.ac.in/</a> , <a href="https://gdcmandapeta.ac.in/admin/uploads/slides/521201.jpeg">https://gdcmandapeta.ac.in/admin/uploads/slides/521201.jpeg</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

36

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

36

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

**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**

14

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**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**

05

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any additional information	No File Uploaded

**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.**

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

Student Council of the College is an elected body and always joins hands with faculty members and college administration to ensure overall development of the College. The council organised different cultural, sports programmes such as National Youth Day, Republic Day, Independence Day, Ektha Diwas, Yoga Day and observing other importance days in the college. It also organises Annual Day. The council also takes keen interest during admissions. The college admission committees are guided by the members of student council for admissions. They join the committee and take them to the houses of eligible candidates. The student council brings the academic problems. The students are also enrolled in various committees of the college special fee committee, disciplinary committee and anti ragging committees etc.,

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

**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**

02

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

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

**NO**

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	<b>No File Uploaded</b>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>

### 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 CPDCCommittee 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	<a href="#">View File</a>

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

The College administration is so structured as to delegate authority and operational freedom to various functionaries in academic, administrative, and financial matters. The Governing Body is the apex body followed by a hierarchy of Staff Council, IQAC/Academic Cell, and Finance Committee. There are 20 committees from the college level to the department level for attending to various matters like making policies, moving proposals, and executing tasks. All the faculty participate in committees. Decisions are made based on feedback and deliberations. The Governing Body takes all major policy decisions and reviews their execution. The Staff Council and IQAC/Academic Cell take decisions on day-to-day issues and procedures to be followed at the college level. Records are maintained on all matters and at all levels

**Participative Management:** College policies and financial and non-financial plans are evolved after thorough discussions at the department level. The Principal constitutes committees/cells with well-defined responsibilities taking due approval of the Staff Council.

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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has successfully deployed its strategic plan in an efficient manner. Many academic quality policies are designed by the IQAC and executed through various committees. Through these committees, the institute has continuously worked for the enhancement and improvement of academic functioning according to changing demands and requirements. The Academic Committee was formed for the effective implementation of the curriculum and the Teaching Learning Evaluation. It also provides guidelines related to the preparation of Academic plans and their implementation. The committee identifies the best learning teaching practices and provides suggestions. For every semester, the Time Table committee designs the timetable of the college. The committee plans remedial classes through which academic assistance can be provided to students. The Examination Committee is responsible for conducting internal examinations and semester-end examinations in the college. The committee is also authorized to make policy decisions regard to organizing and holding examinations. The Discipline Committee effectively addresses all issues related to students' discipline in the college. Disciplinary actions are taken against students who violate the college rules and regulations.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded



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 well-defined organizational structure of the college defines the authority, and responsibility positions and facilitates delegation. The Governing Body is a statutory body, with the Commissioner of Collegiate Education as the Chairman. The Principal is the Chief Executive Officer of the college for all administrative, academic, and financial matters. The Vice-Principal and the Administrative Officer assist the Principal in managing academics and administration-related tasks respectively. Various Committees and in-charges of departments and the Superintendent in association with office staff execute policies and the standard operating procedures evolved for the purpose. Service Rules and Regulations: The service rules, procedures, recruitment, and promotion in respect of staff are in accordance with the rules and regulations of the Government of Andhra Pradesh and protocols prescribed by the UGC, State Government, and Commissioner of Collegiate Education rules and guidelines. Grievance Redressal Mechanism: Grievances Committee headed by the Vice-Principal of the college caters to issues relating to teaching and non-teaching staff. The committee in coordination with the Principal ensures timely action on Service rules, promotional policies as well as temporary teachers' recruitment notifications. Student grievances are conveyed through the complaint box and redressed by the intervention of the Grievance Committee in an appropriate manner.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

**B. Any 3 of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

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

Following are the welfare schemes available for teaching and non-teaching staff: Service benefits like PF, Maternity leave, etc.

**Andhra Pradesh Government Life Insurance (APGLI):** This is a Social Security measure for the welfare of Government Employees and is mandatory for all.

**Group Insurance Scheme:** This is a group Life insurance protection cover offered by Life Insurance Corporation. This is mandatory for all government employees in the state.

**Employees Health Scheme:** Employees Health Scheme (EHS) provides cashless treatment to all State Government employees including State Government pensioners.

**Provident fund:** The AP General Provident Fund is a social security measure for the subscriber's family in case of his death or if he survives until retirement, it is an additional source of income for the subscriber after retirement.

Salary Advance to needy staff members

Wi-Fi facility for the staff inside the college campus

Orientation/workshops for teaching staff at the beginning of every academic year Initiation and training program for the newly recruited staff

Financial support to participate in National and International conferences to present their papers.

**Faculty development programs (FDP) for faculty members**

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

**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**

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

**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**

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

#### **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**

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

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

Principal conducts regular meetings with staff and with students to assess the performance of the students. Each teacher is bound to write teaching notes, teaching dairy, lession plans etc to improve their teaching quality as well as to help the principal in periodic assessment of the teacher. Each teacher has to submit Annual Self Appraisal Report which reflects their curricular and extra

curricular activities through numerical values. Non Teaching staff above the rank of Junior clerk regularly submit their personal register comprising the record of daily activities. The principal and vice principal regularly monitor the performance of the non teaching staff.

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

#### 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

a) Internal Audit: Auditing of the accounts is done yearly and regularly by the Auditors appointed by the Principal.

b) External Audit: The accounts of the college are subject to Audit regularly by Auditors from the Commissionerate of the Collegiate Education, Vijayawada, A.P.

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

#### 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)

Nil

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

#### 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

##### Funds from Non-governmental bodies for extension activities

##### Utilization of Resources

The College effectively utilizes the funds in the following ways:

##### Disbursal of staff salary

Infrastructure augmentation such as construction and renovation of classrooms, installation of solar panels, plantation of trees

##### Library resources

**ICT improvement**

Organizing Seminars, conferences, workshops, and training programmes

Career development programmes, faculty enrichment programmes for staff

Endowment scholarships to encourage the most deserving students.

Sports and cultural events

Observing the days of national significance

Organizing extension activities

Welfare measures for teaching and non-teaching staff

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

**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 miserably 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	No File Uploaded

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

The IQAC of the college periodically reviews the teaching-learning process, its structures and methodologies of operations, and learning outcomes. It has developed effective norms to review and achieve the best learning outcomes. The IQAC reviews and reforms the teaching-learning Programs based on the feedback from stakeholders. Division of students in each class as slow, average, and advanced learners and provide necessary inputs, and guidance depending upon their IQ levels. A continuous assessment mechanism is adopted to evaluate students' progress by conducting Mid examinations, assignments, classroom seminars, and modal viva-voce, project works. Semester End examinations will be shown as per the affiliated University guidelines. Implementation of feedback mechanism from students. The teaching plan for each semester is effectively implemented. Faculty members are entrusted with the preparation of teaching plans at the beginning of the semester in their respective subjects. The head of the Department reviews the progress of the completion of the syllabus in the staff meeting periodically.



Teachers are expected to conduct remedial coaching classes for slow learners. The outcome of the teaching is done by taking feedback from the students in the prescribed format by the IQAC. According to the feedback, corrective measures are taken by the Principal.

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

**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)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

Nil

File Description	Documents
Annual gender sensitization action plan	<a href="https://docs.google.com/document/d/101kvxUTdBhs6L2RWGXmnbGtCjiE3JoNJ/edit?usp=share_link&amp;ouid=108528066424466245470&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/101kvxUTdBhs6L2RWGXmnbGtCjiE3JoNJ/edit?usp=share_link&amp;ouid=108528066424466245470&amp;rtpof=true&amp;sd=true</a>
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	<a href="https://docs.google.com/document/d/101kvxUTdBhs6L2RWGXmnbGtCjiE3JoNJ/edit?usp=share_link&amp;ouid=108528066424466245470&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/101kvxUTdBhs6L2RWGXmnbGtCjiE3JoNJ/edit?usp=share_link&amp;ouid=108528066424466245470&amp;rtpof=true&amp;sd=true</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

**nil**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<b>No File Uploaded</b>
Geo tagged photographs of the facilities	<b>Nil</b>
Any other relevant information	<b>No File Uploaded</b>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks**

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

**and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 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	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

**E. None of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<b>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</b>	E. None of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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 institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy, and set communal harmony. Institute has conducted lectures in the villages for increasing their environmental and ethical awareness. Institute has

also tested the quality of drinking water available in these villages. And established One RO plant with the help of our Telugu Lecturer Sri. Joseph, for the purpose of Drinking water to our students. The extension activities are targeted towards enabling a holistic environment for student development. GDC Mandapeta has always been at the forefront of sensitizing students to the cultural, regional, linguistic, communal, and socio-economic diversities of the state and the nation. GDC Mandapeta celebrates cultural and regional festivals like Youth Festival, Constitution Day, Bhogi Sankranti festival etc, to teach tolerance and harmony to the students. The Gender Equality Policy focuses on equal access, opportunities, and rights for women and men. Policy for the Differently abled ensures that every single member of the department is aware of the care to be shown to the differentlyabled people. By providing a barrier-free environment, needed facilities, and human and technological assistance, the department takes continuous efforts to make the differently-abled feel included in every part of the activity of the college. The department has revised the curriculum with the inclusion of topics related to human rights, peace, tolerance, love, compassion, harmony, promotion of social values, awareness of environmental protection, and ethics.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

At GDC Mandapeta, we believe in giving holistic all round education to the students. And sensitizing students on our constitutional rights, values, duties and responsibilities is one of the primary educations given at the institute through various means. Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities. Many of the subjects offered have topics which sensitize the students about the constitutional obligations. As a part of strengthening the democratic values. Also, all students take a course on Environment studies in their first year which gives them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc. Also seminars and workshops are conducted on days of national importance

on various rights, duties and responsibilities of citizen. Seminars on topics like Right to Information, Sexual Harassment, and Gender Equity are conducted periodically. Every year Republic Day is celebrated on 26th Jan by organizing activities highlighting the importance and Nov 26th of Indian Constitution. 25th august Independence Day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution

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

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. 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	<a href="#">View File</a>
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	No File Uploaded
Any other relevant information	No File Uploaded

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

department of library science organized essay writing competition on 12/08/2022 on the occasion of 75th independence day celebrations "AAZADI KA AMRITH MAHOTSAV" Topic: 75 years of indian constitution: winners: U.V.V. DEEP ( IBSC MPCs) N. ASHOK KUMAR: II B.,A T. SUNEELA

I BCOM CA CH CHANDRIKA I BA

Sr. No

Event Name

Date

1.

Environment Day

5/06/2022

2

International Yoga Day

21/06/2022

3

International Women's Day

08-03-2022

4

Independence Day

15-08-2022

5

Birth Anniversary of Dr. SarvapalliRadhakrishnanPunyatithi

05-09-2022

6

Birth Anniversary of Gurram Jashuva

28-09-2022

7

Republic Day

26/01/2022

8

Telugu Bhasha Dinotsavam

29-08-2022

9

National Science Day

28/02/2022

10

International Mother Tongue Day

21-02-2022

11

Savitri Bhai Phule Jayanthi

03/01/2022

12

Birth Anniversary of Swami Vivekananda(Youth Day)

12/01/2022

13

National Sports Day

29-08-2022

14

National Library Day

12-08-2022



15

Sardhar Vallabhai Patel Birth Day

31-10-2022

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.2 - Best Practices**

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

we have conducted two best practices in our college

1) library book exhibition

best library user award given to the student.

2) guest lectures by all the departments

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

**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

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded
7.3.2 - Plan of action for the next academic year	
Nil	