



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		S.G.A.Government Degree College
• Name of the Head of the institution		DR. P.CHANDRA SEKHAR
• Designation		PRINCIPAL
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		8919279469
• Mobile No:		8919279469
• Registered e-mail		sgagdc.jkc@gmail.com
• Alternate e-mail		chandrasedkhar.prema116@gmail.com
• Address		NEAR RTC COMPLEX
• City/Town		YELAMANCHILI
• State/UT		ANDHRA PRADESH
• Pin Code		531055
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	ANDHRA UNIVERSITY				
• Name of the IQAC Coordinator	Dr.G.KIRAN KUMAR				
• Phone No.	9502776586				
• Alternate phone No.	9502776586				
• Mobile	9502776586				
• IQAC e-mail address	sgagdc.iqac@gmail.com				
• Alternate e-mail address	sgagdc.jkc@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://sgagdc.edu.in/userfiles/2020-21(11).pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://sgagdc.edu.in/userfiles/academic%20calender%202021-22%20WITH%20SIGN(1).pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.03	2015	03/03/2015	02/03/2020
Cycle 1	B	75	2006	21/05/2006	20/05/2011
6.Date of Establishment of IQAC			01/06/2006		
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	
FINANCE DEPARTEMENT	BUDGET ALLOCATION	STATE GOVERNMENT & UGC	2021-22	1.27	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	7	
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) Observance of important days such as National integration day, world population day Voters day. 2) Conducted employment opportunity programs. 3) Seminar on violence against women. workshop on health and sanitation. 4) Organized awareness programmes for teachers to get acquainted with the importance and new method of NAAC Accreditation.		
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
Conduct of awareness classes on usage of ICT	Usage of ICT improved
Preparation of Curricular Plans in line to CCE Formats	Semester wise curricular Plans were Prepared by all departments and implemented successfully
Conduct of Academic Competitions	Academic Competitions like Debating, Quiz, Essay writings were conducted and recorded by all departments.
Conduct of Field Projects/Trips/Student Projects.	All Departments in the College conducted Field Projects, Filed Trips and Student Projects. The Students who participated in these Activities gained Practical Knowledge.
Conduct of NSS/WEC/RRC activities.	The two NSS UNITS of our College conducted several Social awareness Programs and promoted Communal harmony among the students.
Conduct of Skill Development Programs.	APPSDC and JKC conducted several Job oriented Training Programs.
Conduct of Remedial Classes	Remedial classes were conducted and improved the Pass Percentage of the students.
Sending Important Information through SMS/WhatsApp in College website	Saved Paper. We put disseminate information within short time.
Observation of Important Days.	Observed All Commemorative days
Applying for M.Sc Chemistry PG Programme	M.Sc Chemistry course has been sanctioned
Submission of IIQA for NAAC Cycle 3	Submitted IIQA
13.Whether the AQAR was placed before statutory body?	Yes
Name of the statutory body	

Name	Date of meeting(s)
Staff council.	08/04/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
yes	29/12/2022

15. Multidisciplinary / interdisciplinary

1. Multidisciplinary / Interdisciplinary Vision : To be the leading learning institution in the region by providing quality higher education to the students and empower them with knowledge and skills to succeed in life Mission : Improving educational programme, technological resources and student Support services. To serve the students by teaching them problem solving, leadership, teamwork skills. Institution is trying its best to realize the Vision and Mission by optimal utilization of all the technological and human resources available. Well equipped with all the required ICT facilities class rooms and laboratories are being used for the overall development of the students in subject domain and practical knowledge. All the Teaching faculties are well trained in delivering the Circular aspects through ICT enabled techniques. Special focus is given to the subjects offered under Life Skill Courses and Skill Development Programmes by offering excellent lectures by the well trained subject experts.

2. In Accordance with the guidelines of APSCHE in tune with NEP - 2020, Community Service Project (CSP) of duration two months has been made mandatory for all the students from the academic year 2021 - 2022. Under this CSP, all the students were allotted real life community Service Projects and socio - economic survey of public in rural areas under the supervision of mentors. This initiation received very good appreciations both from public and also Government Officials

3. As institution is one of the Affiliated colleges to Andhra University, it cannot offer any course on its own except sending proposals to the university for introduction of new Market/Job Oriented Courses as per the feedback received by the stake holders. A P.G Programme M.Sc in Organic Chemistry has been introduced for the academic year 2022 - 2023 and running successfully with full strength. Good Practice A committee has been constituted with senior

faculty members to study the need and demand of multidisciplinary / interdisciplinary courses to be introduced for the ensuing academic years and also to establish a Research Centre in collaboration with Andhra University

16.Academic bank of credits (ABC):

SGA College is one of the affiliated colleges of Andhra University, Visakhapatnam and functions as per the guidelines of APSCHE, CCE and Andhra university in all academic and administrative matters. After the release of NEP 2020 draft by MHRD, APSCHE started working according to NEP 2020 guidelines and preparing all the universities and colleges in the state to achieve the goals of NEP. Initiation such as creation of Academic Bank of Credits (ABC), offering benefit of multiple entries and exit during the chosen program are to be fixed by APSCHE and Andhra University. Once guidelines are issued, institution is ready with senior faculty members and required ICT facilities for successful Implementation of ABC

17.Skill development:

The institution is trying its level best and employing maximum efforts in strengthening the soft skills and vocational skills of the students in alignment with NSQF and guidelines of affiliating university.

Life skill Courses Offered by the college

- 1. ANALYTICAL SKILL**
- 2. BASIC COMPUTER APPLICATIONS**
- 3. ELEMENTARY STATISTICS**
- 4. ENTREPRENEURSHIP DEVELOPMENT**
- 5. ENVIRONMENTAL EDUCATION**
- 6. HEALTH AND HYGIENE**
- 7. HUMAN VALUES AND PROFESSIONAL ETHICS AS PART OF LIFE SKILLS COURSES**
- 8. INDIAN CULTURE AND SCIENCE**
- 9. INFORMATION AND COMMUNICATION TECHNOLOGY**

10 .PERSONALITY ENHANCEMENT AND LEADERSHIP

SKILL DEVELOPMENT COURSES OFFERED BY THE COLLEGE

1 TOURISM GUIDANCE

2 JOURNALISTIC REPORTING

3 PUBLIC RELATIONS

4 SURVEY AND REPORTING 5 FINANCIAL MARKETS

6 DISASTER MANAGEMENT

7 SOCIAL WORK METHODS

8 PERFORMING ARTS

9 ADVERTISING

10 AGRICULTURE MARKETING

11 BUSINESS COMMUNICATION

12 INSURANCE PROMOTION

13 LOGISTICS AND SUPPLY CHAIN MANAGEMENT

14 ONLINE BUSINESS

15 OFFICE SECRETARYSHIP

16 RETAILING

17 ELECTRICAL APPLIANCES

18 SOLAR ENERGY

19 FOOD ADULTERATION

20 ENVIRONMENTAL AUDIT

21 PLANT NURSERY

22 FRUITS AND VEGETABLE PRESERVATION

23 DAIRY TECHNOLOGY**24 POULTRY FARMING**

In addition to the above courses, it is mandatory for all the students to select at least one institutionally designed add on programme. All the departments offer market/job oriented courses of duration 30 hours to enhance the employability opportunities soon after completion of graduation. Institution is in the process of identifying job oriented skill courses and planning to offer through online making use of available digital and virtual ICT facilities. CCE has been conducting fiveday residential training programmes for the teachers engaging LSCs and SDCs in the college. Good practice: Institution encourages all the faculty members to attend orientation/refresher courses and training programmes offered by various Academic Staff Colleges, state government and CCE to upgrade their knowledge, teaching skills and research capabilities. More than 90% of the faculty members trained in TOT and has been delivering LSCs/SDCs Successfully to the students. It is proud to the college, to claim that Dr.G.Vijay Prathap (zoology) and M.Kishore (commerce) have been selected as Master Trainers for conducting TOT in Nodal Resource Center, Visakhapatnam.

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

As per the guidelines of APSHE all HEIs in the state are offering UG programs only in English medium from the academic year 2020-21. However, Telugu / Sanskrit / Hindi subjects are offered under part-II of every UG program. In all the UG programs Human values and Professional Ethics (HVPE) paper will be taught in Telugu language. The very purpose of introducing HVPE paper in UG programs is to develop humanistic, ethical, constitutional, family values and morals, truth, conduct, peace, love, nonviolence and citizenship values. Special lectures are arranged for this paper by inviting eminent resource persons from reputed Art of Living groups. Cultural committees of the college plays a very active role by conducting competitions to the students in the events Folk and Patriotic songs, classical dance, group dance, one act play, message oriented skits, etc., to bring out the hidden talent of the students. Talented students are encouraged to participate in the cultural competitions, youth festivals conducted by various cultural organisations and universities. Good Practice: All the teaching staff members are rigorously trained in conducting online teaching classes making use of the latest ICT classrooms. Students are also trained to receive online teaching classes using their smartphones. Online academic

competitions are also conducted to students.

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

1. Outcome based education is an approach that involves the restructuring of teaching methodologies and syllabus, well defined final outcomes and creating assessment practices in any educational institution to map and meet the expected student's learning outcomes

2. Being an Affiliated college, there is no scope to make changes in the curriculum of the courses offered under the affiliation of Andhra University at college level. However, to enrich the circular aspects market/job oriented Add on Programmes are offered to the students right from first year of UG programmes.

3. To realize the outcomes prescribed for each course, utmost care has been taken at every stage of continues internal evaluation of each student. Out of 25 marks allocated for internal evaluation, 15 marks are awarded for the performance of the students in two mid examinations and remaining 10 marks are awarded for the performance in student seminars/presentations, academic competitions (Quiz, Debates etc.,) and social service activities. Right from the question paper setting, conduct of internal examinations, evaluation and resolving Grievances from the students will be taken up by the examination committee in a transparent procedure.

Good Practice

1. Attainment of specific programme outcomes at the end of every academic year for outgoing batch.

2. Special focus on study projects and field projects in addition to the topics prescribed curriculum.

20.Distance education/online education:

A committee has been constituted by the Principal with senior faculty members from Arts, Commerce and science groups to study the possibility of offering vocational courses / job oriented courses through online. 3 digital classrooms with latest ICT tools have been setup in the college under the financial assistance from RUSA 1.0. Majority of regular classes are conducted in digital classrooms to create interest in the minds of students and also to make them familiar with use of ICT are also encouraged to present their seminars through PPTs and Youtube videos for effective use of technological tools. Information pertaining to conduct of academic activities in ICT enabled classrooms is intimated well in advance to

the students through WhatsApp groups. Institutional efforts: ? All the teaching staff members are rigorously trained in using ICT tools in regular teaching learning process. ? Good number of training programs are conducted by experienced computer professional to ensure successfully blended learning. ? All the students are well trained in effective use of smartphones to utilize the online goods delivered by the faculty using online platforms such as Google Meet, Zoom, Cisco Webex, Teachmint etc. Google Meet, Zoom, Cisco Webex, Teachmint etc. Good Practice: ? Provided excellent training and hands-on experience sessions to all the teaching staff members in delivering the curriculum through online by using available ICT tools. Conduct of training programs to all the students by faculty members in effective use of smart phones using online platforms Google Meet, Zoom, Cisco Webex, Teachmint etc.

Extended Profile

1.Programme

1.1	188
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	581
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	260
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	190
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Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	20
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	23
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	13
Total number of Classrooms and Seminar halls	
4.2	1.27
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	60
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

S.G.A. Government Degree College is affiliated to Andhra University, Visakhapatnam. The curriculum design and its periodical revision will be governed by Andhra University in association with Andhra Pradesh State Council of Higher Education(APSCH). Our College

follows the curriculum prescribed by the university. Before commencement of the academic year, the institutional academic calendar is prepared according to the university calendar after discussing with all the Heads of the department. All the faculty members maintain teaching diaries, curriculum plans, teaching notes and activity registers to record regular teaching activities.

The college encourages the faculty members to adopt innovative teaching methods by using ICT in addition to regular teaching and learning methods. In addition to regular classroom teaching and conduct of practical sessions in well-equipped Laboratories, student seminars, quiz, group discussions, assignments, educational tours, field trips and industrial visits are conducted to all the students for effective delivery of curriculum. All the records maintained by every department is documented and kept for review of the Principal and IQAC. Commissionerate of Collegiate Education (CCE), Govt. of Andhra Pradesh has introduced OTLP app to submit the Attendance log for Online and offline classes as per the scheduled TimeTable and is regularly reviewed and monitored by CCE.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Sri Gurajada Apparao Government Degree College follows its academic calendar in line to Andhra University in conducting all the academic activities including continuous internal evaluation. Examination Committee schedules the dates of internal examinations in consultation with all the faculty members and intimate the same to the students well in advance. Question papers also prepared as per the guidelines of the university by respective departments. Within a week time, evaluation process will be completed and marks will be displayed on notice board. If any student comes with a grievance, issue will be resolved by concerned head of the department within two days. Internal marks of the students will be uploaded to the university after the thorough verification by respective faculty members. As per the time lines fixed by the university all the academic activities such as coverage of syllabus, remedial classes to slow learners and conduct of internal examinations will be completed. If any discrepancy occurs in coverage of syllabus, it

will be managed by taking special classes . All the academic activities of the college are regularly reviewed and monitored by HODs and Principal. Bridge courses are designed and conducted by respective departments to the needy students. Special lectures or guest lectures arranged by the departments are intimated to students well in advance to ensure maximum attendance.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in A. All of the above 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

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)

12

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

546

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

546

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

For all the UG programs, the following courses were introduced by the affiliating university under part II of foundation courses with

effect from the year 2020-21

LIFE-SKILL and SKILL DEVELOPMENT COURSES

Human Values and Professional Ethics(HVPE)

Environmental studies(ES)

Food Adulteration(FA)

Fruits and Vegetable Preservation(FVP)

Plant Nursery(PN)

Electrical Appliances(EA)

Solar Energy(SE)

Dairy Techniques(DT)

Information and Communication Technologies(ICT)

Communication and Soft Skills(CSS)

Insurance Promotion

Online Business

Personality Development and Business Leadership(PDBL)

Tourism

Agricultural Marketing

Social Work

CCE focused very seriously on delivering lifeskill and skill development courses. Arranged 5-day residential training program in Nodal Resource Centers throughout the state to all the concerned subject teachers.

NSS units take care of campus cleaning programs in regular intervals. Special focus is given to make the campus-plastic free zone.

Women Empowerment Cell plays very active role to create awareness on

gender issues and welfare of the girl students. Good number of awareness programs covering domestic violence, eve teasing, gender discrimination, women health and hygiene, women rights, family values are conducted by inviting eminent doctors, lawyers and police officials. Women Empowerment Cell deals with the issues of gender grievances.

Anti-ragging committee plays key role in avoiding ragging among the students. Yoga and meditation programs are conducted for all students at regular intervals.

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

5

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

580

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	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)	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/spreadsheets/d/1eETVH_57phgWcmqmNawZd3WZc1iEDkstu1NyGIT3N2s/edit#gid=1312379618

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

260

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

210

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 institution regularly assesses the learning levels of the students. Mentor- mentee system is in place where in each class is allocated to a particular teacher. The teacher selectively uses several direct and indirect methods of assessment like oral questioning, slip tests, assignments etc to classify the students into slow learners and advanced learners. The institution organises special programmes for slow and advanced learners.

For advanced learners

1. Student seminars, quiz programmes, group discussions are conducted for the benefit of advanced learners.

2. Field trips and field visits are organised for the advanced learners.

3. Study/Field projects are assigned to advanced learners.

4. Deputation of students to academic competitions conducted by other colleges.

5. Coaching for post graduate entrance exams is offered to advanced learners.

6. Reading material is prepared and provided to the advanced learners for competitive exams and post graduate entrance exams.

7. Reference books are provided to advanced learners.

8. Advanced learners are inspired to do MOOCs courses and skill development courses.

9. Issue of additional text/ reference books from the central library.

For slow learners

1. Personal counselling is provided by the mentor to the slow learners.

2. Remedial classes and tutorial classes are organised to slow learners to strengthen the fundamental concepts and compete with their peers.

3. Study Material is specially prepared and given to the slow learners.

4. Question banks are prepared and provided to slow learners.

5. Study material and questions banks are provided free of cost to economically poor students.

6. The progress of the slow learners is regularly monitored.

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
581	20

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 following traditional and innovative student-centric methods are adopted by the Institution for better understanding of the concepts.

Assignments:

- Conduct of Assignments regularly in all subjects at regular intervals and covers the important questions from previous University question papers.

Student seminars:

- Regular conduct of seminars improves communication and expression skills.
- Conduct of Group discussions and quiz programmes by all departments develops loss of fear and expression skills.

Experiential and Experimental Learning:

- Conduct of practical sessions in all the Science subjects significantly improves the applied skills of the students.
- Periodical conduct of Field trips/Industrial/Field Projects visits by Arts and Science Departments provides a wonderful opportunity to all the students to get Field experience and experiential learning.

Participative learning:

- Participation of students in the cultural activities, subject associations such as Language associations, Maths and Science Association significantly improves the latent talents of the students.
- Participation in extension activities such as serving poor, Clean and Green, AIDS rally, Awareness program on Environment and Pollution makes the students socially responsible citizens and enhance the social service attitude.
- In time with NEP 2020, APSCHE introduced mandatory Community Service Projects (CSP) followed by industry internship/apprenticeships to all the UG students from the

academic year 2021-22.

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

A committee has been constituted by the Principal with senior faculty members from Arts, Commerce and science groups to study the possibility of offering vocational courses / job oriented courses through online. 3 digital classrooms with latest ICT tools have been setup in the college under the financial assistance from RUSA 1.0. Majority of regular classes are conducted in digital classrooms to create interest in the minds of students and also to make them familiar with use of ICT are also encouraged to present their seminars through PPTs and Youtube videos for effective use of technological tools. Information pertaining to conduct of academic activities in ICT enabled classrooms is intimated well in advance to the students through WhatsApp groups. Institutional efforts. All the teaching staff members are rigorously trained in using ICT tools in regular teaching learning process. Provided excellent training and hands-on experience sessions to all the teaching staff members in delivering the curriculum through online by using available ICT tools.

The college encourages the faculty members to adopt innovative teaching methods by using ICT in addition to regular teaching and learning methods.

The college provides a platform to create awareness on computers, ICT and other digital facilities available for education and research.

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

20

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

20

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

7

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

45

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.

Internal assessment is carried out in a transparent manner in the institution. Being an affiliated institution, the institution conducts internal assessment as per the academic calendar of the affiliating university. 25% of the weightage is given to the internal assessment. In a semester, two internal exams are conducted for assessment. The schedule of the internal exams is circulated to the students at the beginning of the semester. The mentors sensitise the students about different internal assessment methods that are being used and the way in which the internal assessment is being carried out in an efficient and transparent manner. The following assessment methods are used for Internal assessment

1. Assessment for Learning: Formative assessment -different assessment tools like Minute paper, Muddiest point, Think-PairShare, 3-2-1 chart etc.,
2. Assessment as learning: Self-assessment of assignments, slip tests etc.

The teachers conduct the internal assessment as per the schedule. The examination cell of the Institution monitors the Internal assessment process. The marks obtained in the internal exams are shared with the concerned students and doubts about the evaluation raised by the students are clarified by the teachers

File Description	Documents
Any additional information	View File
Link for additional information	https://sgagdc.edu.in/userfiles/2_5_1.pdf

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

The college has a well-established mechanism to deal with the internal examinations related grievances in a transparent, timebound and efficient manner. The examination committee of the institution monitors the Internal examinations conducted by the teachers in the institution. Students can raise any grievance related to the internal exams with the examination committee. Students can raise any internal examination related grievance within one week from the declaration of results. The examination committee has to receive the grievances and has to take the decision and inform the same to the concerned student within one week from the date of receipt of the grievance. All the grievances that are received and the decisions on the grievances have to be recorded from time to time and informed to the Principal of the institution. The Principal being the head of the institution monitors the grievance redressal mechanism in the institution and gives necessary suggestions to the examination cell to increase the efficacy of the mechanism.

An induction programme is conducted to the students at the beginning of the programme of study to sensitise about the internal assessment methods that are being practised in the institution in a transparent manner and about the working of grievance redressal mechanism in the institution. The details about grievance redressal mechanism are the part of the student charter which is displayed at a prominent place in the administrative block of the college.

File Description	Documents
Any additional information	View File
Link for additional information	https://sgagdc.edu.in/userfiles/2_5_1.pdf

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.

Being an affiliated college to Andhra University, Visakhapatnam, the college follows the curriculum as prescribed by the affiliating

university. IQAC in the college plays a proactive role in the preparation of course outcomes and Programme outcomes. It sensitises the teachers about the preparation of programme outcomes and course outcomes in alignment with the prescribed syllabus. The course outcomes of each course are prepared by the teachers at the departmental level. The programme outcomes are prepared after deliberation by the teachers of different departments which are offering a particular programme. Programme outcomes and course outcomes are placed in the college website and in the notice board. They are communicated and explained to the students at the beginning of the programme of study and at the beginning of each course. Copy of the programme outcomes and course outcomes are also placed in the departments. From the academic year 2020-21, the college will adopt the revised outcome- based curriculum designed by the Andhra Pradesh State Council of Higher Education (APSCHE) in alignment with the Learning Outcome- based Curriculum proposed by University Grants Commission (UGC). In this revised outcome- based curriculum, the course outcomes are clearly stated in tune with the curriculum proposed for a particular course.

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 Institution regularly evaluates the performance of students through various methods which include a combination of formative and summative evaluation for measuring the attainment of each of the Program Outcomes, Program Specific Outcomes and Course Outcomes.

Evaluation Process:

The programme outcomes and Programme Specific outcomes are assessed with the help of course outcomes of the relevant programme through direct and indirect evaluation process.

The Methods of measuring attainment:

1. Annual and End Semester University Examination:

The affiliating University conducts examinations as per semester and annual pattern through which the institution measures programme outcomes based on the course attainment level fixed by the programme. It is a direct evaluation process.

2. Internal and External Assessment:

Internal assignments are given to the students with the purpose that student will refer the text books and reference books to find out the best answers and understand the expected objectives of the given assignments. The assignments given are mostly aligned with Programme Outcome of the respective subject. External Assessment is evaluated by external experts appointed by University through Viva-voce and practical record book.

3. Institutional Examination and Tests:

Students are assessed and evaluated throughout the year at institutional level through unit test, terminal examination and the performance of the student is analyzed for assessing the attainment level of programme outcomes and programme specific outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sgagdc.edu.in/userfiles/2_6_1%20PO,%20SP0%20AND%20CO(1).pdf

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

202

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://drive.google.com/drive/folders/1iAdEFLf-ggro0_iK1ozgB6P9TU8PmWfU

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)

Nil

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

0

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	NA

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

1

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

1

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

0

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

This college named after Gurajada Apparao, who is a social reformist, poet of modern era and universal brother-hood idealist. His preachings are known world wide and even our Prime minister Sri Narendra Modi many times quoted his poetic versions. This college in spirit and action follows truly for the holistic development of stakeholders.

Through N.S.S., units of our college, every year, we organize such camps to scatter the needs of the community. We campaign and educate the near neighborhood through rallies, placards, slogans, exhibits, wall-posters etc, We sensitized issues like population exploitation and the need of family planning, use of paper currency, dowry prohibition, equality among gender, women empowerment, voter education, aids-campaign, red-ribbon club or blood-donation camps, government initiation against its policies to reach public like Ammavodi, YSR jalyajna, Jaganna Chedodu, Vasathi Deevena, Raitu-Bharosa, loans against 0% interest, YSR kanti velugu etc.,

File Description	Documents
Paste link for additional information	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	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

22

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

546

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

12

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.

The institution has been taking proactive steps in providing required physical infrastructure like classrooms, science laboratories and computer laboratories. There are 12 classrooms and 4 science laboratories, 1 virtual classroom/Mana TV room, 3 digital classrooms, APSSDC Centre is also facilitated to make the teaching-learning process more effective. A well-equipped library is always open for the students and staff. In addition, a well-equipped

seminar hall with a good sound system and LCD projector is available to organize activities like guest lectures, students' seminars, workshops, debates, quiz programmes and group discussions. Classrooms are spacious, well ventilated and well furnished. All the classrooms are provided with white boards.

There are 4 well-equipped science laboratories. The college has a computer lab for the courses associated with computer science/applications. ELL/JKCLab is available to develop the language skills required to secure jobs in the competitive job market. The college also provides ladies' waiting room for the women students with well maintained washrooms. Even to the student of cyclers and bikers parking place is provided. In addition to the academics, sports and games facilities like one Football Field, one Hockey Field, One Cricket Ground, one Basketball court, two Volleyball Courts and one 200mts Athletic Track & Field is available. The gymnasium is equipped with NELCO equipment on par with international standards maintained for men, women students and staff separately to keep their sound health.

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 has adequate facilities for sports, games (indoor, outdoor), gymnasium, and cultural activities. The facilities available for outdoor sports and games are, a multipurpose large playground for sports like athletic events and outdoor games like cricket, football, badminton, volleyball, kabaddi, and handball, etc,. A multipurpose hall for chess and table tennis is facilitated for indoor games. The college maintains its own fitness center/gymnasium. It is located within the college campus and possesses equipment for free weight exercise, bodyweight exercise, resistance band exercise, and stretching exercises. It consists of a treadmill, elliptical trainer, exercise cycles, etc., The college has a multipurpose outdoor stadium, seminar hall, and one open-air dais for practicing and performing cultural activities and Yoga.

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.

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sgagdc.edu.in/userfiles/CLASSROOMS%20AND%20SEMINAR%20HALLS%20WITH%20ICT.pdf
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)

1.27

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)

- Our library activities are operating through ILMS software Soul 3.0
- Functioning of Library is Automated Partially.
- Barcoding of Books is in Progress.
- Previous Soul software 2.0 upgraded tool 3.0 from the Academic year 2021 with an expenditure of Rs.31180.

At present, there are 10669 textbooks/reference books/ Competitive books are available in the library.

Daily Newspapers/Employment News/Magazines/Journals are available for both students and staff.

E-Resources from N-list / Ndl / e-shod sindhuare available for both students and staff.

04Computer Systems with unlimited internet facilities are made available in the library to access e-resources for both students and staff

A separate Book Bank is maintained for the benefit of SC/ST students. In addition to the regular Issue of 03 books from the general library, 02 more books can be borrowed by SC/ST students from this book bank.

In the process of Cataloging, received books are processed to accession number and shelving order. Before placing on proper shelves details of a book as title name, author name, cost, place publishing, name of publisher, etc...Will be computerized.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sgagdc.edu.in/userfiles/4_2_1%20Library%20%20CRI.pdf

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

A. Any 4 or more 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)

0.059

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

130

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

Up-gradation of both hardware and software is being done depending upon the necessity and requirement for computers meant for administration and for teaching. The same up-gradation is being extended to the computers in the departments. In addition, software for the computers in the labs is being updated on regular basis in

tune with curriculum upgradation.

The campus initially had BSNL Broadband with 200Mbps bandwidth. Later to meet the demand of the usage, another Broadband connection with 200 Mbps is provided. Subsequently, for the exclusive usage in the virtual classrooms and video conferences one. Tech is being frequently updated to meet the competitive world and needs for the enhancement of education to the next level.

Content management software for blogging and collaboration and browsing and surfing are provided in the Campus.

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

4.3.2 - Number of Computers

60

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

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

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)

1.27

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.

The Policy and the procedure for maintaining and utilizing Physical academic and support facilities. The college ensures optimal allocation and utilization of the available financial resources for the maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students.

Laboratories: Record of maintenance of instruments and equipment is maintained by lab technicians and supervised by HOD's of the concerned departments.

1. The instruments and equipment used for experiments are annually cleaned and maintained by the concerned departments and record of maintenance is maintained by lab technicians and supervised by HODs of the concerned departments.

2. Stock entries are updated annually.

The library: The requirement and list of books is taken from the concerned departments HODs. The finalized list is duly approved by the Principal and under his chairmanship the committee meets periodically to review the necessities.

1. The Library has well equipped with Xerox machine, and huge number of referral books.

2. All the books relating to library records like issue register, visitors referral books are maintained.

3. In addition to the college library all the departments also

maintain individual libraries.

Computers: Computer maintenance is done regularly by the college staff. The ICT Smart Class Rooms and the related systems are maintained with the corresponding service agencies.

1. The college Commerce Dept. has computer equipped classroom,

2. The college has 3 Virtual Class rooms.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sgagdc.edu.in/userfiles/4_4_2.pdf

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

508

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

0

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

A. All of the above

File Description	Documents
Link to institutional website	https://sgagdc.edu.in/userfiles/5_1_3%20Capacity%20building%20and%20skills%20enhancement%20initiatives.pdf
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

376

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

376

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

4

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

0

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.

1

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 SGA GDC Yellamanchili Council, first formed in 1987, is elected annually through a fair and democratic process by the active participation of all students.

The Student Council consists of a President (Third year student), Vice-President (Second year student), and class representatives. In the academic year of 2021-22, for instance, the Student Council was supported by Lecturers and Mentors within the college.

The Student Council is officially recognized and felicitated during the Annual PTSA ceremony. During the ceremony, all members of the Student Council led by the President and the Vice President of the council take an oath to serve in the interest of the institution and the society with integrity and devotion.

The Student Council - elected to represent the fellow students - work with the Principal, faculty convenors, and students for organizing events and also building a bridge between the faculty members, administrative staff, and students.

The Student Council members help the faculty and administration in the Admission process and the Orientation Programmes organized for new students annually. The student council members also help in organizing Freshers' Welcome Party, Teacher's Day, PTSA, Farewell to the Final year students. Funding for the activities organized by the council comes from the fees paid towards student aid fund, sponsorships, donations etc.

Class Representative System: Besides an active Student Council, each class also has a Class Representative who acts as a bridge between her fellow students and the teachers.

File Description	Documents
Paste link for additional information	https://sgagdc.edu.in/userfiles/5_3_2(1).pdf
Upload any additional information	View File

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

6

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

SGA GDC Yellamanchili – Old Students Association is a non-profit making registered Society,

- The Association is dedicated to bringing together the alumni committee on a common platform to build another channel of personal and professional support to members through “Self Help” within the community.
- The Mission of our College is to provide a vibrant, global network and forum that connects and engages the alumni with their Alma Mater.
- The objectives of the Association are: To plan and organize successful reunions which our college has been doing on an annual basis.
- Involve alumni in student development through participation in ongoing academic activities including teaching, Study Projects, Field Visits, Study Tours, and placements.
- Our college envisions a transformative and empowering role for the students in today’s digitalized world.
- The College maintains regular contact with the alumni and former faculty through various email groups and social networking sites such as Whatsapp groups.
- The Alumni is very active in promoting, mentoring and guiding the current students of the College. It has worked extensively in connecting the alumni with its Alma Mater through

motivational talks, workshops by eminent Alumni at various levels. Our former faculty and alumni have been keenly involved in all major college functions such as the annual college festival. Independently, various Departments of the College have taken initiatives to organize Departmental Meets which have facilitated the strengthening and widening of Departments and Students.

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) **A. ? 5Lakhs**

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: To be the leading learning institution in the region by providing quality higher education to the students and empower them with knowledge and skills to succeed in life. The Govt.

DegreeCollege, Yellamanchili aspires to bestow unequivocal learning experience to diverse community of students to produce knowledgeable, intellectual, scientifically advanced, technologically equipped, accountable, committed, disciplined citizens with ethical values. To put it in nutshell, the vision of the institution is to bring all-round development of the students especially to the backward and downtrodden sections at affordable cost.

Mission: To fulfil the vision of the institution, the institution provides conducive environment to foster innovative, creative skills of the students. Highly qualified faculty and good physical infrastructure imparts quality education to the students. The vision

and mission of SGA Govt. Degree college, Yellamanchili are reviewed and redefined in view of changing national and international trends in education. Goals are set to attain the objectives enshrined in national policy for higher education. Besides providing quality education, the students are trained through Jawahar Knowledge Centre (JKC), Andhra Pradesh State Skill Development Corporation (APSSDC) and job oriented Add-on courses to equip the students with global skills so as to make them to meet the competitive globalized job market.

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 Principal ensures systematic imparting of education with the effective coordination and functioning of various departments towards the goal of providing the best teaching -learning practices. The Principal decentralizes the various responsibilities and duties to the departments and committees to operate freely in discharging their duties in implementing their respective plan of action. Important developmental plans are discussed by the Principal along with all the committee members.

Plans are executed only after reviewing the suggestions. These meetings are consultative in nature and enable appropriate decision making. Each department drafts its annual academic plan which will be in conformity with the institutional plan of the college. The timetable committee along with all the departments frames the time table for the college. In charges of each department in coordination with their respective faculty formulate annual action plan for the academic year.

Later, IQAC of the college consolidates these action plans and prepare action plan of the institution for that academic year. The head of the institution along with IQAC co-ordinator monitors the execution process.

Student learning is enhanced through expert lectures and skill training. Best facilities are providing to faculty and students for conductive work environment. Senior faculty members are nominated as the convenors of the committees. All the stakeholders are involved in the committees as members. Faculty are involved through committees such as Women empowerment and protection cell, Disciplinary committee, Anti ragging committee, Academic cell, Examination cell, Internal quality assurance cell etc., for the day to day maintenance of the college.

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 year 1987 by Government of Andhra Pradesh. The college has offered two courses namely B.A. with H.E.P and B.Com (General) from the academic year 1987-88. Two new courses namely B.Sc (MPC) and B.Sc (BZC) were started in academic year 1997-98. A restructured course, B.Sc (MPCS), was started in the academic year 2006-07. A new restructured course B.A (HERI) was started from the academic year 2011-12 replacing the conventional B.A (HEP) course. The college has a land area of 6.27 acres. There is a big play ground developed by Sports Authority of Andhra Pradesh. Dr. B.R.Ambedkar Open University Study Centre is located in the campus.

To update and upgrade the infrastructure facilities in the college, DPR is prepared and submitted to the RUSA. Based on the proposal and need of the requirement proposed in the DPR an amount of Rs.180.00 lakh has been sanctioned. Accordingly, the sanctioned amount is used as mentioned below. RUSA funds are utilized for the construction of new buildings at the cost of 120 lakhs and for UNCEECOPS Rs.4,80,600, for Micro care Rs.41,50,740, for NSIC ltd Rs.1,24,864, for iConma Rs.1,03,571, for APSFL Rs.2,89,825 and for Solar Rs.5,85,000. Under RUSA funds, Fibre Grid is installed at the cost of 2.89 lakhs, solar panels of 20 KW under Green energy project at the cost of 16.85 lakhs for saving electricity, established "Virtual Class Room at the cost of 4.85 lakhs, established 03 digital classrooms at the cost of 30 lakhs. APSSDC unit was established with 30 laptops.

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.

At the institutional level, the Principal is the academic and administrative head. The decisions regarding the administrative and academic affairs of the college are taken by the CPDC or the Staff Council after thorough deliberations. The academic decisions at this level are taken duly considering IQAC's recommendations.

CCE(Commissioner of Collegiate Education): It is an administrative controlling head of Government Degree Colleges and imparts higher education through degree and postgraduate colleges in the state. It releases grants to government colleges for developmental activities. It inspects and audits both regional offices and degree colleges in the state.

RJDCE (Regional Joint Director of Higher Education): RJDCE is the head of the regional office inspects degree colleges, conducts enquiries in both government and aided colleges. This office is under the control of CCE and deals with the matters delegated by the CCE. It is the appointing authority for the posts from senior assistant and below the rank in degree colleges.

Service rules, procedures, recruitment, promotional policies: The college administration is governed by the service rules and procedures of Government of Andhra Pradesh through Department of Higher Education. Recruitment by selection is done by Andhra Pradesh Public Service Commission (APPSC).

College planning and Development council(CPDC): CPDC prepares comprehensive development plan of the college, recommends the introduction of new academic courses and self-financing courses.

Andhra University, Visakhapatnam: All degree colleges in Visakhapatnam district of Andhra Pradesh are affiliated to Andhra University Visakhapatnam.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://sgagdc.edu.in/pages.php?type=administration&id=organogram
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

1.Andhra Pradesh Government Life Insurance (APGLI): The department is under the administrative control of finance Department. The Honourable finance minister is the president of the managing committee. Andhra Pradesh Government Life Insurance loans are promptly paid to the faculty from their APGLI account as and when need arises for teaching and Non-teaching.

2.Group Insurance Scheme(GIS): This is a group Life insurance protection cover offered by Life Insurance Corporation. The amount paid by employee with interest are paid either at the time of death or retirement whichever is earlier.

3.Employees Health Scheme(EHS): Employees Health Scheme is formulated to provide cashless treatment to the employees, pensioners of the State Government and their dependent family

members,

Dr.YSR Aarogyasri Health Care Trust:This Trust will implement the Scheme under the supervision of Government of Andhra Pradesh.

4.Government Provident fund (GPF): The AP General Provident Fund a social security measure for the subscribers' family in case of his death or if he survives until retirement it is an additional source of income for the subscriber after retirement.Government Provident fund advances are promptly paid to the faculty from their GPF account as and when need arises for teaching and Non-teaching.

5.Andhra Pradesh Employees welfare fund: Every StateGovernment employee contributes Rs. 50 for the first time and thereafter Rs. 20 from the March salary payable in April each year. Loan from thisfund is made availableto the member for medical, educational, ceremonies, other rituals in the family.

File Description	Documents
Paste link for additional information	https://sgagdc.edu.in/userfiles/6_3_1.pdf
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

2

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	No File Uploaded
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

40

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

S.G.A. Government Degree College aims at accomplishing effective performance of its human resources. Teaching staff play an imperative role in escalating institutional performance. Their performance is evaluated periodically at three levels by the in-

charge of department, the head of the institution and Commissionerate of Collegiate Education through well-established procedures. The procedures for evaluation are designed for rectifications rather than fault finding. It helps identify the ways and means of enhancing the performance of staff. The current procedure for appraisal of teachers is primarily concerned with the areas of their teaching, evaluation, finding zeal, new ways and methods in teaching, contribution to administration, professional development and research.

Teacher's Self Appraisal: The College requires that the teachers furnish a Annual Self - Appraisal Report (ASAR) form every year. Through this form, a teacher can showcase his/her continuous professional development(paper presentations, publications, seminars and conferences attended) etc. Departments collate the data for appraisal of teaching-learning activities of teachers in the form of departmental reports which are then forwarded to the Principal. The IQAC of the college assesses the report submitted by the faculty/department and does an academic audit which is then shared with the departments. Next, the departments fill a self assessment proforma and prepare an Action Taken Report, appraised by the external auditor who is an expert in the discipline. The performance appraisal is also used for Career Advancement of the teachers who are updated about their performance at each level.

File Description	Documents
Paste link for additional information	https://sgagdc.edu.in/userfiles/6_3_5%20ASAR(1).pdf
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 Principal is vested with financial powers. He/she is the chief custodian of all resources of the college including finances and works out plans for utilization of college funds in consultation with the Staff Council and CPDC. The institutional accounts are audited by two mechanisms internal and external.

Internal Audit: The UGC accounts are regularly audited by the local auditors at institutional level while the internal audit is done by

the official team of the Regional Joint Director of Collegiate Education, Rajaumundry.

External Audit: The external audit is done by the officials of the Accountant General, Government of Andhra Pradesh. Following are the source documents that are reviewed during audits: Cash books of different categories, service registers, register of increments, pay bills, pay bill register, leave account register, GPF advance register, pay fixations, last pay certificates, allowances sanctioned, register of loans, register of recoveries, pension register, reconciliation register etc.

File Description	Documents
Paste link for additional information	https://sgagdc.edu.in/userfiles/4_4_1.pdf
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)

2175300

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
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 major sources of institutional funding are from UGC, Government of Andhra Pradesh through the Commissionerate of Collegiate Education, Rashtriya Uchatar Siksha Abhiyan (RUSA), Special fee and CPDC. The institution sends proposals to the University Grants Commission (UGC) for additional grants under various schemes, RUSA for the development of infrastructure and equipment. After receiving the grants, principal being the disbursing officer meticulously follows established procedures involving Finance Committee, the

Purchase Committee, RUSA Committee and the College Office before it is finally disbursed to the concerned person or the respective department(s). The institution utilizes its resources for construction and up-grading infrastructure depending upon the academic requirements. The college incurs expenditure on addition and upgradation of capital assets like computers, ICT enabled teaching aids, laboratory equipment and apparatus, as such other assets. The balance sheet of the college gives idea about the expenditure incurred on purchases. Office obtains "UtilizationCertificates" for the expenses incurred. In order to ensure transparency in utilization of the financial resources of the college, the accounts of the college are being audited regularly and the same are submitted for verification to the teams from RJDCE and Auditor general of A.P during their visit for inspection to the college.

File Description	Documents
Paste link for additional information	https://sgagdc.edu.in/userfiles/6_4_3.pdf
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 institution has established Internal Quality Assurance Cell (IQAC) in 1st June 2006. Initially, a committee was constituted with coordinator and members. With regards to quality assurance, the institution is committed to provide consistently quality higher education and student support services through appropriate teaching learning strategies, evaluation and student-centred activities. IQAC successfully implements the learner-centred approach in the institution through ICT.

e-governance provides access to information to empower students, enable their participation in institution and enhance student economic and social opportunities. Through e-governance, Government services will be made available to the stakeholders in a convenient, effective educational administration.

General Administration:

* Administration of Student data

*** Pay roll and financial accounting**

*** Making the administration more accountable and this reducing the opportunities for corruption.**

*** Developing the opportunities especially benefitting the rural socio-economic backward student communities.**

*** Further, IQAC strives to achieve the benefits in the educational sector by improving efficiency, increasing transparency and accountability of administrative activities, faster access to services and reducing costs for administrative services.**

Institutional Calendar: At the beginning of each academic year, IQAC frames institutional calendar duly incorporating the institutional plan with curricular, co-curricular and extra-curricular activities. It is communicated among all the staff and students. Accordingly, the in-charges of the departments in coordination with their faculty prepare departmental action plan, annual curricular plans and implement scrupulously. The implementation is reviewed through staff council meetings, departmental meetings, circulars and even through informal interactions by IQAC. Any lapses are addressed immediately.

File Description	Documents
Paste link for additional information	https://sgagdc.edu.in/userfiles/6_5_1.pdf
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

The institutional reviews on teaching-learning process, structures & methodologies of operations and learning outcomes at frequent intervals through IQAC are Review by the internal academic audit team. Departmental reviews involving students and teachers. CPDC, IQAC and Staff Council meetings. District level monitoring through District Resource Centre (DRC). CCE's review through live video conferences and teleconferences. Peer review by the academic advisors of CCE, A.P during academic audit. Assessment of Annual Performance Indicators (API) of individual teachers, by CCE, A.P. Though, the teachers are conferred autonomy with regard to teachinglearning process, their strategies are positively guided by the control mechanisms at various levels, which have reinforcing

effect on curriculum transaction.

File Description	Documents
Paste link for additional information	https://sgagdc.edu.in/userfiles/6_5_2%20ASAR.pdf
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sgagdc.edu.in/userfiles/College%20Annual%20Report%202021-22.pdf
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

Women Empowerment Cell is established in the college on order from the then Commissioner of Collegiate Education, Andhra Pradesh in December 2012 to redress the historic power imbalance between men and women. The cell is established with an objective to sensitize girl students on gender equity issues, create awareness about their rights accorded in the constitution, enhance and inculcate life skills to face varied situations in life and to impart knowledge to

withstand competition and to prove their skill, to redress the grievances of girl students and thereby to attain gender equity.

The Women Empowerment Cell plans its activities before the commencement of the academic year keeping in view the above said objectives. The activities of the cell are planned in such a way that they neither overburden the students nor create a hitch with the other academic activities of the institute. The cell undertakes broadly sensitization and awareness programmes, skill enhancement development programmes, career advancement programmes and personality development programmes.

Every year after the commencement of academic year anti-ragging and gender sensitization programme is undertaken for the benefit of freshers to the college in particular and girls students in general. Police officials also attend to the programme and address the students. Senior faculty members advise students about the hygiene and its importance in their personal life and in maintenance of the campus cleanliness.

The cell organizes seminars on issues related to gender equity by inviting resource persons from university and institutes of higher education.

File Description	Documents
Annual gender sensitization action plan	Nil
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://sgagdc.edu.in/userfiles/7_1_1%20-%20Measures%20initiated%20by%20the%20Institution%20for%20the%20promotion%20of%20gender%20equity%20during%20the%20year.pdf

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	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

The college has been maintaining clean and green environment by promoting Swachh Bharat and green campus activities. The campus is cleaned regularly. There are two NSS units in campus conducting many activities for welfare of college and society. The NSS units with volunteers actively participate in Swachh Bharat programmes like cleaning college campus.

In our campus we are encouraging green campus activities like plantation programmes which are conducted every year by Department of Botany and NSS units. Our college is a green campus with many plants. So we are collecting dry leaves as solid waste which is utilized to prepare vermicompost. Students pour the soil containing earthworms collected from the garden into the vermicompost pit so that they get practical experience. On this soil layer they pour the dry leaves and plant debris collected from the campus during cleaning programmes. Thus soil layers are alternated with solid waste layers and earthworms are added to this. This is maintained wet by adding required quantity of water. On the top of the pit wet gunny bags are covered to keep the pit always wet. Vermicompost contains water-soluble nutrients and is an excellent, nutrient rich organic fertilizer. It is best soil conditioner. It is used in sustainable organic farming. This organic fertilizer improves soil aeration and enriches soil with microorganisms. It improves water holding capacity and enhances germination, plant growth, and crop yield. Vermicompost is a solid waste management in which biowaste conversion reduces waste flow to landfills.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://sgagdc.edu.in/userfiles/7_1_3(5).pdf
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

B. Any 3 of the above

of water bodies and distribution system in the campus

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:

A. Any 4 or All of the above

- 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

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 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

A. Any 4 or all 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).

Institution is well known for the efforts and initiatives in providing inclusive environment in the college. All important and commemorate days pertaining to national and international significance are observed by the institution by organizing events with staff, students and eminent personalities. Special lectures are arranged to promote tolerance and harmony among students by inviting eminent personalities as resource persons. Special programmes are conducted on the days of Sri Gurajada Apparao Jayanthi, Gandhi Jayanthi, Dr.B.R.Ambedkar Jayanthi, Teachers Day, International Women's Day, International Yoga Day, Voter's Day, Science Day, Mathematics Day, Aids Day, Sankranthi Sambaralu, world environment Day, Independence Day, Republic Day, library Week, Sports Day etc. Cultural competitions are conducted to the students by fine arts committee in association with NSS units and the best performances of the events are nominated to the youth festival conducted by the University. All the students are sensitized in the areas of human values, rights, duties and responsibilities of citizens to promote

civic sense among students. Women students sensitized in the areas sexual harassment, eve teasing, health and hygiene, domestic violence, self defense, property rights, Disha App etc. in association with Women Empowerment Cell. Good number of lectures and programmes are arranged in this context. Grievances from the students are resolved by Grievance Redressal Cell.

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

Our college abides by the Constitution and respect its ideals and institutions, the National Flag and the National Anthem. We unfurl the national flag on Independence Day, Republic day and the days of National Importance. On the day, being committed to constitutional obligations, and the staff voices about that day's importance to invoke the idea of the struggle for freedom.

Liberty is the prime motto of this institution as well of our university too. We were introduced CBCS mode of study in learning. Students are at their liberty they can choose their optional subjects at their wish. Liberty is also given to express their ideas, views, freedom to express injustice or exploitation in any manner. Students counselling cell, women empowerment cell, discipline committee, student's redress cell, and staff council are there in safe-guarding the rights of liberty. All the stake-holders are given equal opportunities and rights.

This college observes some common code like uniform(dress code) common library and sports. Cultural and annual events participation is common to both the genders. No discrimination. No ragging. The women in our college outnumber the men in the strength. This shows women empowerment, opportunities to women and their well-being in our college campus(safety-security)

Human values and professional ethics is a foundation course in their study. In this subject the individual, family, society, and

environment, the relation one to the other was practically emphasised and established with live examples.

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

Annual awareness programmes on Code of Conduct are organized

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 Hindi Department organizes "Hindi Day" every year. In this context several competitions for students are being organized by the Department, such as essay writing, drawing, debates, poetry recitation, spot answer, idioms etc.

Apart from this, the department head Dr. B. Lakshmi, enriched her disciples by taking them to National level seminars, for the exposure of language and impart them literary skills.

Department of Botany has been celebrating Mendel's birthday on July 22 of every year to inculcate research orientation in students. The main objective of this program is to encourage them in research field.

Department of mathematics celebrates National Mathematics day on 22nd December of every year in honour of India's pride mathematician Srinivasa Ramanujan's birthday anniversary . On this day, lectures being given by the experienced and eminent persons in the teaching of mathematics. Students are inspired by knowing Srinivasa Ramanujan achievements. This program motivates students to achieve good goals in life.

The College organises National Sports Day on the 29th of August every year to commemorate the Hockey Legend Major Dyan Chand. On this occasion, a Meeting with Staff and Students being organised in which the significance of Physical and Mental health will be explained through Sports and Games. The wonders made by Major Dyan Chand will also be elaborated so that at least some students get inspiration to go for Sports.

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.

Best practice -1

Title of the best practice: ICT Enabled Teaching-Learning

The Context:

Education is the manifestation of perfection already in men. It helps all around development in persons. Education without Philosophy is blind and Philosophy without education is invalid. Hence education is key to the development through which skills for life are achieved. Teaching learning is a dynamic and interactive

process that includes norms, policies, and practices. There are two challenging issues in present education. We are following semesters with CBCS pattern of grading system in education. It is a difficult and challenging issue to complete of the syllabus in each semester by implementing comprehensive teaching learning methods along with teaching aids within stipulated time.

Best Practice 2

Title of the practice: Invoking the idea of serving the needy and deprived.

The Context:

Service to society is service to God. Any work or service for the welfare of the society is called social service. To remove poverty and illiteracy, to help people in the matters of sanitation, to clear slums, to give food to poor people are some of the social services. A student is a member of the society. He /she should imbibe the ideals of social service in his/her early life. The main goal of student is education. Students can also involve in social services in their leisure time. SGA GDC Yellamanchili is seeding human values in our students by encouraging them not only in education but also in social services.

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

Creation of Smart Campus through E - Governance

It is the dream of the college to become a Smart Campus through E - Governance in both academic and administrative matters for the past 5 years with all the technical and financial support provided by the Commissioner of Collegiate Education, UGC/RUSA 1.0, Alumni and Philanthropists, the college has successfully achieved its ambition of transforming into smart campus. All the academic and

administrative activities of the college are complicated through e - governance

Achievements:

1. Student admissions are done through centralized online system OAMDC (Online Admission Module for Degree Courses). Help Line Center (HCL) has been setup in the college to provide assistance in registration of candidates
2. After installing ICT equipment in classrooms/laboratories and setting up digital and virtual class rooms, significant changes have come up in regular Teaching - Learning process.
3. Introduction of OTLP App: Faculty members upload the daily teaching activities in the app and awarded a grade by CCE.
4. Registration of Candidates for Scholarships, University Examinations, Industry - Institute Connect - etc is done through online portals only.
5. Library services are completely automated.
6. Feedback also collected from stake holders through online Goggle Sheets
7. All correspondences are done through e - office Only
8. Separate App has been created to submit grievances of both student and staff.
9. Routine administrative activities are carried at through online only.
10. 9 CC Cameras are installed on the campus to keep surveillance

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

S.G.A. Government Degree College is affiliated to Andhra University, Visakhapatnam. The curriculum design and its periodical revision will be governed by Andhra University in association with Andhra Pradesh State Council of Higher Education (APSCHE). Our College follows the curriculum prescribed by the university. Before commencement of the academic year, the institutional academic calendar is prepared according to the university calendar after discussing with all the Heads of the department. All the faculty members maintain teaching diaries, curriculum plans, teaching notes and activity registers to record regular teaching activities.

The college encourages the faculty members to adopt innovative teaching methods by using ICT in addition to regular teaching and learning methods. In addition to regular classroom teaching and conduct of practical sessions in well-equipped Laboratories, student seminars, quiz, group discussions, assignments, educational tours, field trips and industrial visits are conducted to all the students for effective delivery of curriculum. All the records maintained by every department is documented and kept for review of the Principal and IQAC. Commissionerate of Collegiate Education (CCE), Govt. of Andhra Pradesh has introduced OTLP app to submit the Attendance log for Online and offline classes as per the scheduled TimeTable and is regularly reviewed and monitored by CCE.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Sri Gurajada Apparao Government Degree College follows its academic calendar in line to Andhra University in conducting all

the academic activities including continuous internal evaluation. Examination Committee schedules the dates of internal examinations in consultation with all the faculty members and intimate the same to the students well in advance. Question papers also prepared as per the guidelines of the university by respective departments. Within a week time, evaluation process will be completed and marks will be displayed on notice board. If any student comes with a grievance, issue will be resolved by concerned head of the department within two days. Internal marks of the students will be uploaded to the university after the thorough verification by respective faculty members. As per the time lines fixed by the university all the academic activities such as coverage of syllabus, remedial classes to slow learners and conduct of internal examinations will be completed. If any discrepancy occurs in coverage of syllabus, it will be managed by taking special classes . All the academic activities of the college are regularly reviewed and monitored by HODs and Principal. Bridge courses are designed and conducted by respective departments to the needy students. Special lectures or guest lectures arranged by the departments are intimated to students well in advance to ensure maximum attendance.

File Description	Documents
Upload relevant supporting documents	View File
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	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)

12

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

546

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

546

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

For all the UG programs, the following courses were introduced by the affiliating university under part II of foundation courses with effect from the year 2020-21

LIFE-SKILL and SKILL DEVELOPMENT COURSES

Human Values and Professional Ethics(HVPE)

Environmental studies(ES)

Food Adulteration(FA)

Fruits and Vegetable Preservation(FVP)

Plant Nursery(PN)

Electrical Appliances(EA)

Solar Energy(SE)

Dairy Techniques(DT)

Information and Communication Technologies(ICT)

Communication and Soft Skills(CSS)

Insurance Promotion

Online Business

Personality Development and Business Leadership(PDBL)

Tourism**Agricultural Marketing****Social Work**

CCE focused very seriously on delivering lifeskill and skill development courses. Arranged 5-day residential training program in Nodal Resource Centers throughout the state to all the concerned subject teachers.

NSS units take care of campus cleaning programs in regular intervals. Special focus is given to make the campus-plastic free zone.

Women Empowerment Cell plays very active role to create awareness on gender issues and welfare of the girl students. Good number of awareness programs covering domestic violence, eve teasing, gender discrimination, women health and hygiene, women rights, family values are conducted by inviting eminent doctors, lawyers and police officials. Women Empowerment Cell deals with the issues of gender grievances.

Anti-ragging committee plays key role in avoiding ragging among the students. Yoga and meditation programs are conducted for all students at regular intervals.

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

5

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

580

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	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)	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/spreadsheets/d/1eETVH_57phgWCmqmNawZd3WZc1iEDkstu1NyGIT3N2s/edit#gid=1312379618

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

260

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

210

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 institution regularly assesses the learning levels of the students. Mentor- mentee system is in place where in each class is allocated to a particular teacher. The teacher selectively uses several direct and indirect methods of assessment like oral questioning, slip tests, assignments etc to classify the students into slow learners and advanced learners. The institution organises special programmes for slow and advanced learners.

For advanced learners

1. Student seminars, quiz programmes, group discussions are conducted for the benefit of advanced learners.
2. Field trips and field visits are organised for the advanced learners.
3. Study/Field projects are assigned to advanced learners.
4. Deputation of students to academic competitions conducted by other colleges.
5. Coaching for post graduate entrance exams is offered to advanced learners.
6. Reading material is prepared and provided to the advanced learners for competitive exams and post graduate entrance exams.
7. Reference books are provided to advanced learners.
8. Advanced learners are inspired to do MOOCs courses and skill development courses.
9. Issue of additional text/ reference books from the central library.

For slow learners

1. Personal counselling is provided by the mentor to the slow learners.
2. Remedial classes and tutorial classes are organised to slowlearners to strengthen the fundamental concepts and compete with theirpeers.
3. Study Material is specially prepared and given to the slow learners.
4. Question banks are prepared and provided to slow learners.
5. Study material and questions banks are provided free of cost to economically poor students.
6. The progress of the slow learners is regularly monitored.

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
581	20

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 following traditional and innovative student-centric methods are adopted by the Institution for better understanding of the concepts.

Assignments:

- Conduct of Assignments regularly in all subjects at regular intervals and covers the important questions from previous University question papers.

Student seminars:

- Regular conduct of seminars improves communication and expression skills.
- Conduct of Group discussions and quiz programmes by all departments develops loss of fear and expression skills.

Experiential and Experimental Learning:

- Conduct of practical sessions in all the Science subjects significantly improves the applied skills of the students.
- Periodical conduct of Field trips/Industrial/Field Projects visits by Arts and Science Departments provides a wonderful opportunity to all the students to get Field experience and experiential learning.

Participative learning:

- Participation of students in the cultural activities, subject associations such as Language associations, Maths and Science Association significantly improves the latent talents of the students.
- Participation in extension activities such as serving poor, Clean and Green, AIDS rally, Awareness program on Environment and Pollution makes the students socially responsible citizens and enhance the social service attitude.
- In time with NEP 2020, APSCH introduced mandatory Community Service Projects (CSP) followed by industry internship/apprenticeships to all the UG students from the academic year 2021-22.

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

A committee has been constituted by the Principal with senior faculty members from Arts, Commerce and science groups to study the possibility of offering vocational courses / job oriented courses through online. 3 digital classrooms with latest ICT tools have been setup in the college under the financial assistance from RUSA 1.0. Majority of regular classes are conducted in digital classrooms to create interest in the minds of students and also to make them familiar with use of ICT are also encouraged to present their seminars through PPTs and Youtube videos for effective use of technological tools. Information pertaining to conduct of academic activities in ICT enabled classrooms is intimated well in advance to the students through WhatsApp groups. Institutional efforts. All the teaching staff members are rigorously trained in using ICT tools in regular teaching learning process. Provided excellent training and hands-on experience sessions to all the teaching staff members in delivering the curriculum through online by using available ICT tools.

The college encourages the faculty members to adopt innovative teaching methods by using ICT in addition to regular teaching and learning methods.

The college provides a platform to create awareness on computers, ICT and other digital facilities available for education and research.

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

20

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

20

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

7

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

45

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.

Internal assessment is carried out in a transparent manner in the institution. Being an affiliated institution, the institution conducts internal assessment as per the academic calendar of the affiliating university. 25% of the weightage is given to the internal assessment. In a semester, two internal exams are conducted for assessment. The schedule of the internal exams is circulated to the students at the beginning of the semester. The mentors sensitise the students about different internal assessment methods that are being used and the way in which the internal assessment is being carried out in an efficient and transparent manner. The following assessment methods are used for Internal assessment

1. Assessment for Learning: Formative assessment -different assessment tools like Minute paper, Muddiest point, Think-PairShare, 3-2-1 chart etc.,

2. Assessment as learning: Self-assessment of assignments, slip tests etc.

The teachers conduct the internal assessment as per the schedule. The examination cell of the Institution monitors the Internal assessment process. The marks obtained in the internal exams are shared with the concerned students and doubts about the evaluation raised by the students are clarified by the teachers

File Description	Documents
Any additional information	View File
Link for additional information	https://sgagdc.edu.in/userfiles/2_5_1.pdf

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

The college has a well-established mechanism to deal with the internal examinations related grievances in a transparent, timebound and efficient manner. The examination committee of the institution monitors the Internal examinations conducted by the teachers in the institution. Students can raise any grievance related to the internal exams with the examination committee. Students can raise any internal examination related grievance within one week from the declaration of results. The examination committee has to receive the grievances and has to take the decision and inform the same to the concerned student within one week from the date of receipt of the grievance. All the grievances that are received and the decisions on the grievances have to be recorded from time to time and informed to the Principal of the institution. The Principal being the head of the institution monitors the grievance redressal mechanism in the institution and gives necessary suggestions to the examination cell to increase the efficacy of the mechanism.

An induction programme is conducted to the students at the beginning of the programme of study to sensitise about the internal assessment methods that are being practised in the institution in a transparent manner and about the working of grievance redressal mechanism in the institution. The details about grievance redressal mechanism are the part of the student charter which is displayed at a prominent place in the administrative block of the college.

File Description	Documents
Any additional information	View File
Link for additional information	https://sgagdc.edu.in/userfiles/2_5_1.pdf

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.

Being an affiliated college to Andhra University, Visakhapatnam, the college follows the curriculum as prescribed by the affiliating university. IQAC in the college plays a proactive role in the preparation of course outcomes and Programme outcomes. It sensitises the teachers about the preparation of programme outcomes and course outcomes in alignment with the prescribed syllabus. The course outcomes of each course are prepared by the teachers at the departmental level. The programme outcomes are prepared after deliberation by the teachers of different departments which are offering a particular programme. Programme outcomes and course outcomes are placed in the college website and in the notice board. They are communicated and explained to the students at the beginning of the programme of study and at the beginning of each course. Copy of the programme outcomes and course outcomes are also placed in the departments. From the academic year 2020-21, the college will adopt the revised outcome- based curriculum designed by the Andhra Pradesh State Council of Higher Education (APSCHE) in alignment with the Learning Outcome- based Curriculum proposed by University Grants Commission (UGC). In this revised outcome- based curriculum, the course outcomes are clearly stated in tune with the curriculum proposed for a particular course.

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 Institution regularly evaluates the performance of students through various methods which include a combination of formative and summative evaluation for measuring the attainment of each of the Program Outcomes, Program Specific Outcomes and Course Outcomes.

Evaluation Process:

The programme outcomes and Programme Specific outcomes are assessed with the help of course outcomes of the relevant programme through direct and indirect evaluation process.

The Methods of measuring attainment:**1. Annual and End Semester University Examination:**

The affiliating University conducts examinations as per semester and annual pattern through which the institution measures programme outcomes based on the course attainment level fixed by the programme. It is a direct evaluation process.

2. Internal and External Assessment:

Internal assignments are given to the students with the purpose that student will refer the text books and reference books to find out the best answers and understand the expected objectives of the given assignments. The assignments given are mostly aligned with Programme Outcome of the respective subject. External Assessment is evaluated by external experts appointed by University through Viva-voce and practical record book.

3. Institutional Examination and Tests:

Students are assessed and evaluated throughout the year at institutional level through unit test, terminal examination and the performance of the student is analyzed for assessing the attainment level of programme outcomes and programme specific outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sgagdc.edu.in/userfiles/2_6_1%20PO,%20SP0%20AND%20CO(1).pdf

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****202**

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://drive.google.com/drive/folders/1iAdEfLf-ggro0_iK1ozgB6P9TU8PmWfU

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)

Nil

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

0

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	NA

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

1

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

1

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**0**

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

This college named after Gurajada Apparao, who is a social reformist, poet of modern era and universal brother-hood idealist. His preachings are known world wide and even our Prime minister Sri Narendra Modi many times quoted his poetic versions. This college in spirit and action follows truly for the holistic development of stakeholders.

Through N.S.S., units of our college, every year, we organize such camps to scatter the needs of the community. We campaign and educate the near neighborhood through rallies, placards, slogans, exhibits, wall-posters etc, We sensitized issues like population exploitation and the need of family planning, use of paper currency, dowry prohibition, equality among gender, women empowerment, voter education, aids-campaign, red-ribbon club or blood-donation camps, government initiation against its policies to reach public like Ammavodi, YSR jalyajna, Jaganna Chedodu, Vasathi Deevena, Raitu-Bharosa, loans against 0% interest, YSR kanti velugu etc.,

File Description	Documents
Paste link for additional information	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	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

22

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

546

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

12

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.

The institution has been taking proactive steps in providing required physical infrastructure like classrooms, science laboratories and computer laboratories. There are 12 classrooms and 4 science laboratories, 1 virtual classroom/Mana TV room, 3 digital classrooms, APSSDC Centre is also facilitated to make the teaching-learning process more effective. A well-equipped library is always open for the students and staff. In addition, a well-equipped seminar hall with a good sound system and LCD projector is available to organize activities like guest lectures, students' seminars, workshops, debates, quiz programmes and group discussions. Classrooms are spacious, well ventilated and well furnished. All the classrooms are provided with white boards.

There are 4 well-equipped science laboratories. The college has 1 computer lab for the courses associated with computer science/applications. ELL/JK Lab is available to develop the language skills required to secure jobs in the competitive job market. The college also provides ladies' waiting room for the women students with well maintained washrooms. Even to the student of cyclers and bikers parking place is provided. In addition to the academics, sports and games facilities like one Football Field, one Hockey Field, One Cricket Ground, one Basketball court, two Volleyball Courts and one 200mts Athletic Track & Field is available. The gymnasium is equipped with NELCO equipment on par with international standards maintained for men, women students and staff separately to keep their sound health.

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 has adequate facilities for sports, games (indoor, outdoor), gymnasium, and cultural activities. The facilities available for outdoor sports and games are, a multipurpose large playground for sports like athletic events and outdoor games like cricket, football, badminton, volleyball, kabaddi, and handball, etc,. A multipurpose hall for chess and table tennis is

facilitated for indoor games. The college maintains its own fitness center/gymnasium. It is located within the college campus and possesses equipment for free weight exercise, bodyweight exercise, resistance band exercise, and stretching exercises. It consists of a treadmill, elliptical trainer, exercise cycles, etc., The college has a multipurpose outdoor stadium, seminar hall, and one open-air dais for practicing and performing cultural activities and Yoga.

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.

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sgagdc.edu.in/userfiles/CLASSROOMS%20AND%20SEMINAR%20HALLS%20WITH%20ICT.pdf
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)

1.27

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)

- Our library activities are operating through ILMS software Soul 3.0
- Functioning of Library is Automated Partially.
- Barcoding of Books is in Progress.
- Previous Soul software 2.0 upgraded tool 3.0 from the Academic year 2021 with an expenditure of Rs.31180.

At present, there are 10669 textbooks/reference books/Competitive books are available in the library.

Daily Newspapers/Employment News/Magazines/Journals are available for both students and staff.

E-Resources from N-list / Ndl / e-shod sindhuare available for both students and staff.

04Computer Systems with unlimited internet facilities are made available in the library to access e-resources for both students and staff

A separate Book Bank is maintained for the benefit of SC/ST students. In addition to the regular Issue of 03 books from the general library, 02 more books can be borrowed by SC/ST students from this book bank.

In the process of Cataloging, received books are processed to accession number and shelving order. Before placing on proper shelves details of a book as title name, author name, cost, place publishing, name of publisher, etc...Will be computerized.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sgagdc.edu.in/userfiles/4_2_1%20Library%20%20CRI.pdf

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	A. Any 4 or more 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)
0.059

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
130

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

Up-gradation of both hardware and software is being done depending upon the necessity and requirement for computers meant for administration and for teaching. The same up-gradation is being extended to the computers in the departments. In addition, software for the computers in the labs is being updated on regular basis in tune with curriculum upgradation.

The campus initially had BSNL Broadband with 200Mbps bandwidth. Later to meet the demand of the usage, another Broadband connection with 200 Mbps is provided. Subsequently, for the exclusive usage in the virtual classrooms and video conferences one. Tech is being frequently updated to meet the competitive world and needs for the enhancement of education to the next level.

Content management software for blogging and collaboration and browsing and surfing are provided in the Campus.

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

4.3.2 - Number of Computers

60

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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)

1.27

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.

The Policy and the procedure for maintaining and utilizing Physical academic and support facilities. The college ensures optimal allocation and utilization of the available financial resources for the maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students.

Laboratories: Record of maintenance of instruments and equipment is maintained by lab technicians and supervised by HOD's of the concerned departments.

1. The instruments and equipment used for experiments are annually cleaned and maintained by the concerned departments and record of maintenance is maintained by lab technicians and supervised by HODs of the concerned departments.

2. Stock entries are updated annually.

The library: The requirement and list of books is taken from the concerned departments HODs. The finalized list is duly approved by the Principal and under his chairmanship the committee meets periodically to review the necessities.

1. The Library has well equipped with Xerox machine, and huge number of referral books.

2. All the books relating to library records like issue register, visitors referral books are maintained.

3. In addition to the college library all the departments also maintain individual libraries.

Computers: Computer maintenance is done regularly by the college staff. The ICT Smart Class Rooms and the related systems are maintained with the corresponding service agencies.

1. The college Commerce Dept. has computer equipped classroom,

2. The college has 3 Virtual Class rooms.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sgagdc.edu.in/userfiles/4_4_2.pdf

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****508**

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

0

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

A. All of the above

File Description	Documents
Link to institutional website	https://sgagdc.edu.in/userfiles/5_1_3%20Capacity%20building%20and%20skills%20enhancement%20initiatives.pdf
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

376

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

376

File Description	Documents
Any additional information	View File
Number of students benefitted 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

4

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**0**

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.****1**

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 SGA GDC Yellamanchili Council, first formed in 1987, is elected annually through a fair and democratic process by the active participation of all students.

The Student Council consists of a President (Third year student), Vice-President (Second year student), and class representatives. In the academic year of 2021-22, for instance, the Student Council was supported by Lecturers and Mentors within the college.

The Student Council is officially recognized and felicitated during the Annual PTSA ceremony. During the ceremony, all members of the Student Council led by the President and the Vice President of the council take an oath to serve in the interest of the institution and the society with integrity and devotion.

The Student Council - elected to represent the fellow students - work with the Principal, faculty convenors, and students for organizing events and also building a bridge between the faculty members, administrative staff, and students.

The Student Council members help the faculty and administration in the Admission process and the Orientation Programmes organized for new students annually. The student council members also help in organizing Freshers' Welcome Party, Teacher's Day, PTSA, Farewell to the Final year students. Funding for the activities organized by the council comes from the fees paid towards student aid fund, sponsorships, donations etc.

Class Representative System: Besides an active Student Council, each class also has a Class Representative who acts as a bridge between her fellow students and the teachers.

File Description	Documents
Paste link for additional information	https://sgagdc.edu.in/userfiles/5_3_2(1).pdf
Upload any additional information	View File

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

6

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

SGA GDC Yellamanchili - Old Students Association is a non-profit making registered Society,

- The Association is dedicated to bringing together the alumni committee on a common platform to build another channel of personal and professional support to members through "Self Help" within the community.
- The Mission of our College is to provide a vibrant, global network and forum that connects and engages the alumni with their Alma Mater.
- The objectives of the Association are: To plan and organize successful reunions which our college has been doing on an annual basis.
- Involve alumni in student development through participation in ongoing academic activities including teaching, Study Projects, Field Visits, Study Tours, and placements.
- Our college envisions a transformative and empowering role for the students in today's digitalized world.
- The College maintains regular contact with the alumni and former faculty through various email groups and social networking sites such as Whatsapp groups.
- The Alumni is very active in promoting, mentoring and guiding the current students of the College. It has worked extensively in connecting the alumni with its Alma Mater through motivational talks, workshops by eminent Alumni at various levels. Our former faculty and alumni have been keenly involved in all major college functions such as the annual college festival. Independently, various Departments

of the College have taken initiatives to organize Departmental Meets which have facilitated the strengthening and widening of Departments and Students.

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)

A. ? 5Lakhs

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: To be the leading learning institution in the region by providing quality higher education to the students and empower them with knowledge and skills to succeed in life. The Govt. Degree College, Yellamanchili aspires to bestow unequivocal learning experience to diverse community of students to produce knowledgeable, intellectual, scientifically advanced, technologically equipped, accountable, committed, disciplined citizens with ethical values. To put it in nutshell, the vision of the institution is to bring all-round development of the students especially to the backward and downtrodden sections at affordable cost.

Mission: To fulfil the vision of the institution, the institution provides conducive environment to foster innovative, creative skills of the students. Highly qualified faculty and good physical infrastructure imparts quality education to the students. The vision and mission of SGA Govt. Degree college, Yellamanchili are reviewed and redefined in view of changing national and international trends in education. Goals are set to attain the objectives enshrined in national policy for higher

education. Besides providing quality education, the students are trained through Jawahar Knowledge Centre (JKC), Andhra Pradesh State Skill Development Corporation (APSSDC) and job oriented Add-on courses to equip the students with global skills so as to make them to meet the competitive globalized job market.

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 Principal ensures systematic imparting of education with the effective coordination and functioning of various departments towards the goal of providing the best teaching -learning practices. The Principal decentralizes the various responsibilities and duties to the departments and committees to operate freely in discharging their duties in implementing their respective plan of action. Important developmental plans are discussed by the Principal along with all the committee members.

Plans are executed only after reviewing the suggestions. These meetings are consultative in nature and enable appropriate decision making. Each department drafts its annual academic plan which will be in conformity with the institutional plan of the college. The timetable committee along with all the departments frames the time table for the college. In charges of each department in coordination with their respective faculty formulate annual action plan for the academic year.

Later, IQAC of the college consolidates these action plans and prepare action plan of the institution for that academic year. The head of the institution along with IQAC co-ordinator monitors the execution process.

Student learning is enhanced through expert lectures and skill training. Best facilities are providing to faculty and students for conductive work environment. Senior faculty members are nominated as the convenors of the committees. All the

stakeholders are involved in the committees as members. Faculty are involved through committees such as Women empowerment and protection cell, Disciplinary committee, Anti ragging committee, Academic cell, Examination cell, Internal quality assurance cell etc., for the day to day maintenance of the college.

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 year 1987 by Government of Andhra Pradesh. The college has offered two courses namely B.A. with H.E.P and B.Com (General) from the academic year 1987-88. Two new courses namely B.Sc (MPC) and B.Sc (BZC) were started in academic year 1997-98. A restructured course, B.Sc (MPCS), was started in the academic year 2006-07. A new restructured course B.A (HERI) was started from the academic year 2011-12 replacing the conventional B.A (HEP) course. The college has a land area of 6.27 acres. There is a big play ground developed by Sports Authority of Andhra Pradesh. Dr. B.R.Ambedkar Open University Study Centre is located in the campus.

To update and upgrade the infrastructure facilities in the college, DPR is prepared and submitted to the RUSA. Based on the proposal and need of the requirement proposed in the DPR an amount of Rs.180.00 lakh has been sanctioned. Accordingly, the sanctioned amount is used as mentioned below. RUSA funds are utilized for the construction of new buildings at the cost of 120 lakhs and for UNCEECOPS Rs.4,80,600, for Micro care Rs.41,50,740, for NSIC ltd Rs.1,24,864, for iConma Rs.1,03,571, for APSFL Rs.2,89,825 and for Solar Rs.5,85,000. Under RUSA funds, Fibre Grid is installed at the cost of 2.89 lakhs, solar panels of 20 KW under Green energy project at the cost of 16.85 lakhs for saving electricity, established "Virtual Class Room at the cost of 4.85 lakhs, established 03 digital classrooms at the cost of 30 lakhs. APSSDC unit was established with 30 laptops.

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.

At the institutional level, the Principal is the academic and administrative head. The decisions regarding the administrative and academic affairs of the college are taken by the CPDC or the Staff Council after thorough deliberations. The academic decisions at this level are taken duly considering IQAC's recommendations.

CCE(Commissioner of Collegiate Education): It is an administrative controlling head of Government Degree Colleges and imparts higher education through degree and postgraduate colleges in the state. It releases grants to government colleges for developmental activities. It inspects and audits both regional offices and degree colleges in the state.

RJDCE (Regional Joint Director of Higher Education): RJDCE is the head of the regional office inspects degree colleges, conducts enquiries in both government and aided colleges. This office is under the control of CCE and deals with the matters delegated by the CCE. It is the appointing authority for the posts from senior assistant and below the rank in degree colleges.

Service rules, procedures, recruitment, promotional policies: The college administration is governed by the service rules and procedures of Government of Andhra Pradesh through Department of Higher Education. Recruitment by selection is done by Andhra Pradesh Public Service Commission (APPSC).

College planning and Development council(CPDC):CPDC prepares comprehensive development plan of the college, recommends the introduction of new academic courses and self-financing courses.

Andhra University, Visakhapatnam: All degree colleges in Visakhapatnam district of Andhra Pradesh are affiliated to Andhra

University Visakhapatnam.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://sgagdc.edu.in/pages.php?type=administration&id=organogram
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

1.Andhra Pradesh Government Life Insurance (APGLI): The department is under the administrative control of finance Department. The Honourable finance minister is the president of the managing committee. Andhra Pradesh Government Life Insurance loans are promptly paid to the faculty from their APGLI account as and when need arises for teaching and Non-teaching.

2.Group Insurance Scheme(GIS): This is a group Life insurance protection cover offered by Life Insurance Corporation. The amount paid by employee with interest are paid either at the time of death or retirement whichever is earlier.

3.Employees Health Scheme(EHS): Employees Health Scheme is

formulated to provide cashless treatment to the employees, pensioners of the State Government and their dependent family members,

Dr.YSR Aarogyasri Health Care Trust:This Trust will implement the Scheme under the supervision of Government of Andhra Pradesh.

4.Government Provident fund (GPF): The AP General Provident Fund a social security measure for the subscribers' family in case of his death or if he survives until retirement it is an additional source of income for the subscriber after retirement.Government Provident fund advances are promptly paid to the faculty from their GPF account as and when need arises for teaching and Non-teaching.

5.Andhra Pradesh Employees welfare fund: Every StateGovernment employee contributes Rs. 50 for the first time and thereafter Rs. 20 from the March salary payable in April each year. Loan from thisfund is made availableto the member for medical, educational, ceremonies, other rituals in the family.

File Description	Documents
Paste link for additional information	https://sgagdc.edu.in/userfiles/6_3_1.pdf
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**2**

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	No File Uploaded
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****40**

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

S.G.A. Government Degree College aims at accomplishing effective performance of its human resources. Teaching staff play an imperative role in escalating institutional performance. Their performance is evaluated periodically at three levels by the in-charge of department, the head of the institution and Commissionerate of Collegiate Education through well-established procedures. The procedures for evaluation are designed for rectifications rather than fault finding. It helps identify the ways and means of enhancing the performance of staff. The current procedure for appraisal of teachers is primarily concerned with the areas of their teaching, evaluation, finding zeal, new ways and methods in teaching, contribution to administration, professional development and research.

Teacher's Self Appraisal: The College requires that the teachers furnish a Annual Self - Appraisal Report (ASAR) form every year. Through this form, a teacher can showcase his/her continuous professional development(paper presentations, publications, seminars and conferences attended) etc. Departments collate the data for appraisal of teaching-learning activities of teachers in the form of departmental reports which are then forwarded to the Principal. The IQAC of the college assesses the report submitted by the faculty/department and does an academic audit which is then shared with the departments. Next, the departments fill a self assessment proforma and prepare an Action Taken Report, appraised by the external auditor who is an expert in the discipline. The performance appraisal is also used for Career Advancement of the teachers who are updated about their performance at each level.

File Description	Documents
Paste link for additional information	https://sgagdc.edu.in/userfiles/6_3_5%20ASAR(1).pdf
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 Principal is vested with financial powers. He/she is the chief custodian of all resources of the college including

finances and works out plans for utilization of college funds in consultation with the Staff Council and CPDC. The institutional accounts are audited by two mechanisms internal and external.

Internal Audit: The UGC accounts are regularly audited by the local auditors at institutional level while the internal audit is done by the official team of the Regional Joint Director of Collegiate Education, Rajaumundry.

External Audit: The external audit is done by the officials of the Accountant General, Government of Andhra Pradesh. Following are the source documents that are reviewed during audits: Cash books of different categories, service registers, register of increments, pay bills, pay bill register, leave account register, GPF advance register, pay fixations, last pay certificates, allowances sanctioned, register of loans, register of recoveries, pension register, reconciliation register etc.

File Description	Documents
Paste link for additional information	https://sgagdc.edu.in/userfiles/4_4_1.pdf
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)

2175300

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
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 major sources of institutional funding are from UGC, Government of Andhra Pradesh through the Commissionerate of

Collegiate Education, Rashtriya Uchatar Siksha Abhiyan (RUSA), Special fee and CPDC. The institution sends proposals to the University Grants Commission (UGC) for additional grants under various schemes, RUSA for the development of infrastructure and equipment. After receiving the grants, principal being the disbursing officer meticulously follows established procedures involving Finance Committee, the Purchase Committee, RUSA Committee and the College Office before it is finally disbursed to the concerned person or the respective department(s). The institution utilizes its resources for construction and up-grading infrastructure depending upon the academic requirements. The college incurs expenditure on addition and upgradation of capital assets like computers, ICT enabled teaching aids, laboratory equipment and apparatus, as such other assets. The balance sheet of the college gives idea about the expenditure incurred on purchases. Office obtains "Utilization Certificates" for the expenses incurred. In order to ensure transparency in utilization of the financial resources of the college, the accounts of the college are being audited regularly and the same are submitted for verification to the teams from RJDCE and Auditor general of A.P during their visit for inspection to the college.

File Description	Documents
Paste link for additional information	https://sgagdc.edu.in/userfiles/6_4_3.pdf
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 institution has established Internal Quality Assurance Cell (IQAC) in 1st June 2006. Initially, a committee was constituted with coordinator and members. With regards to quality assurance, the institution is committed to provide consistently quality higher education and student support services through appropriate teaching learning strategies, evaluation and student-centred activities. IQAC successfully implements the learner-centred approach in the institution through ICT.

e-governance provides access to information to empower students, enable their participation in institution and enhance student economic and social opportunities. Through e-governance,

Government services will be made available to the stakeholders in a convenient, effective educational administration.

General Administration:

- * Administration of Student data
- * Pay roll and financial accounting
- * Making the administration more accountable and this reducing the opportunities for corruption.
- * Developing the opportunities especially benefitting the rural socio-economic backward student communities.
- * Further, IQAC strives to achieve the benefits in the educational sector by improving efficiency, increasing transparency and accountability of administrative activities, faster access to services and reducing costs for administrative services.

Institutional Calendar: At the beginning of each academic year, IQAC frames institutional calendar duly incorporating the institutional plan with curricular, co-curricular and extra-curricular activities. It is communicated among all the staff and students. Accordingly, the in-charges of the departments in coordination with their faculty prepare departmental action plan, annual curricular plans and implement scrupulously. The implementation is reviewed through staff council meetings, departmental meetings, circulars and even through informal interactions by IQAC. Any lapses are addressed immediately.

File Description	Documents
Paste link for additional information	https://sgagdc.edu.in/userfiles/6_5_1.pdf
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

The institutional reviews on teaching-learning process, structures & methodologies of operations and learning outcomes at frequent intervals through IQAC are Review by the internal

academic audit team. Departmental reviews involving students and teachers. CPDC, IQAC and Staff Council meetings. District level monitoring through District Resource Centre (DRC). CCE's review through live video conferences and teleconferences. Peer review by the academic advisors of CCE, A.P during academic audit. Assessment of Annual Performance Indicators (API) of individual teachers, by CCE, A.P. Though, the teachers are conferred autonomy with regard to teaching learning process, their strategies are positively guided by the control mechanisms at various levels, which have reinforcing effect on curriculum transaction.

File Description	Documents
Paste link for additional information	https://sgagdc.edu.in/userfiles/6_5_2%20ASAR.pdf
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sgagdc.edu.in/userfiles/College%20Annual%20Report%202021-22.pdf
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

Women Empowerment Cell is established in the college on order from the then Commissioner of Collegiate Education, Andhra Pradesh in December 2012 to redress the historic power imbalance between men and women. The cell is established with an objective to sensitize girl students on gender equity issues, create awareness about their rights accorded in the constitution, enhance and inculcate life skills to face varied situations in life and to impart knowledge to withstand competition and to prove their skill, to redress the grievances of girl students and thereby to attain gender equity.

The Women Empowerment Cell plans its activities before the commencement of the academic year keeping in view the above said objectives. The activities of the cell are planned in such a way that they neither overburden the students nor create a hitch with the other academic activities of the institute. The cell undertakes broadly sensitization and awareness programmes, skill enhancement development programmes, career advancement programmes and personality development programmes.

Every year after the commencement of academic year anti-ragging and gender sensitization programme is undertaken for the benefit of freshers to the college in particular and girls students in general. Police officials also attend to the programme and address the students. Senior faculty members advise students about the hygiene and its importance in their personal life and in maintenance of the campus cleanliness.

The cell organizes seminars on issues related to gender equity by inviting resource persons from university and institutes of higher education.

File Description	Documents
Annual gender sensitization action plan	Nil
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://sgagdc.edu.in/userfiles/7_1_1%20-%20Measures%20initiated%20by%20the%20Institution%20for%20the%20promotion%20of%20gender%20equity%20during%20the%20year.pdf

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	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	
The college has been maintaining clean and green environment by promoting Swachh Bharat and green campus activities. The campus is cleaned regularly. There are two NSS units in campus conducting many activities for welfare of college and society. The NSS units with volunteers actively participate in Swachh bharat programmes like cleaning college campus. In our campus we are encouraging green campus activities like plantation programmes which are conducted every year by Department of Botany and NSS units. Our college is a green campus with many plants. So we are collecting dry leaves as solid waste which is utilized to prepare vermicompost. Students pour the soil containing earthworms collected from the garden into the vermicompost pit so that they get practical experience. On this soil layer they pour the dry leaves and plant debris collected from the campus during cleaning programmes. Thus soil layers are alternated with solid waste layers and earthworms are added to this. This is maintained wet by adding required quantity of water. On the top of the pit wet gunny bags are covered to keep the pit always wet. Vermicompost contains water-soluble nutrients and is an excellent, nutrient rich organic fertilizer. It is best soil conditioner. It is used in sustainable organic farming. This organic fertilizer improves soil aeration and enriches soil with microorganisms. It improves water holding capacity and enhances germination, plant growth, and crop yield. Vermicompost is a solid waste management in which biowaste conversion reduces waste flow to landfills.	

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://sgagdc.edu.in/userfiles/7_1_3(5).pdf
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**

A. Any 4 or All 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
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**

A. Any 4 or all 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).

Institution is well known for the efforts and initiatives in providing inclusive environment in the college. All important and commemorate days pertaining to national and international significance are observed by the institution by organizing events with staff, students and eminent personalities. Special lectures are arranged to promote tolerance and harmony among students by inviting eminent personalities as resource persons. Special programmes are conducted on the days of Sri Gurajada Apparao Jayanthi, Gandhi Jayanthi, Dr.B.R.Ambedkar Jayanthi, Teachers Day, International Women's Day, International Yoga Day, Voter's Day, Science Day, Mathematics Day, Aids Day, Sankranthi Sambaralu, world environment Day, Independence Day, Republic Day, library Week, Sports Day etc. Cultural competitions are conducted to the students by fine arts committee in association with NSS units and the best performances of the events are nominated to the youth festival conducted by the University. All the students are sensitized in the areas of human values, rights, duties and responsibilities of citizens to promote civic sense among students. Women students sensitized in the areas sexual harassment, eve teasing, health and hygiene, domestic violence, self defense, property rights, Disha App etc. in association with Women Empowerment Cell. Good number of lectures and programmes are arranged in this context. Grievances from the students are resolved by Grievance Redressal Cell.

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

Our college abides by the Constitution and respect its ideals and institutions, the National Flag and the National Anthem. We unfurl the national flag on Independence Day, Republic day and the days of National Importance. On the day, being committed to constitutional obligations, and the staff voices about that day's importance to invoke the idea of the struggle for freedom.

Liberty is the prime motto of this institution as well of our university too. We were introduced CBCS mode of study in learning. Students are at their liberty they can choose their optional subjects at their wish. Liberty is also given to express their ideas, views, freedom to express injustice or exploitation in any manner. Students counselling cell, women empowerment cell, discipline committee, student's redress cell, and staff council are there in safe-guarding the rights of liberty. All the stakeholders are given equal opportunities and rights.

This college observes some common code like uniform(dress code) common library and sports. Cultural and annual events participation is common to both the genders. No discrimination. No ragging. The women in our college outnumber the men in the strength. This shows women empowerment, opportunities to women and their well-being in our college campus(safety-security)

Human values and professional ethics is a foundation course in their study. In this subject the individual, family, society, and environment, the relation one to the other was practically emphasised and established with live examples.

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

B. Any 3 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 Hindi Department organizes "Hindi Day" every year. In this context several competitions for students are being organized by the Department, such as essay writing, drawing, debates, poetry recitation, spot answer, idioms etc.

Apart from this, the department head Dr. B. Lakshmi, enriched her disciples by taking them to National level seminars, for the exposure of language and impart them literary skills.

Department of Botany has been celebrating Mendel's birthday on July 22 of every year to inculcate research orientation in students. The main objective of this program is to encourage them in research field.

Department of mathematics celebrates National Mathematics day on 22nd December of every year in honour of India's pride mathematician Srinivasa Ramanujan's birthday anniversary . On this day, lectures being given by the experienced and eminent persons in the teaching of mathematics. Students are inspired by knowing Srinivasa Ramanujan achievements. This program motivates students to achieve good goals in life.

The College organises National Sports Day on the 29th of August every year to commemorate the Hockey Legend Major Dyan Chand. On this occasion, a Meeting with Staff and Students being organised in which the significance of Physical and Mental health will be explained through Sports and Games. The wonders made by Major Dyan Chand will also be elaborated so that at least some students get inspiration to go for Sports.

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.

Best practice -1

Title of the best practice: ICT Enabled Teaching-Learning

The Context:

Education is the manifestation of perfection already in men. It helps all around development in persons. Education without Philosophy is blind and Philosophy without education is invalid. Hence education is key to the development through which skills for life are achieved. Teaching learning is a dynamic and interactive process that includes norms, policies, and practices. There are two challenging issues in present education. We are following semesters with CBCS pattern of grading system in education. It is a difficult and challenging issue to complete of the syllabus in each semester by implementing comprehensive teaching learning methods along with teaching aids within stipulated time.

Best Practice 2

Title of the practice: Invoking the idea of serving the needy and deprived.

The Context:

Service to society is service to God. Any work or service for the welfare of the society is called social service. To remove poverty and illiteracy, to help people in the matters of sanitation, to clear slums, to give food to poor people are some of the social services. A student is a member of the society. He

/she should imbibe the ideals of social service in his/her early life. The main goal of student is education. Students can also involve in social services in their leisure time. SGA GDC Yellamanchili is seeding human values in our students by encouraging them not only in education but also in social services.

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

Creation of Smart Campus through E - Governance

It is the dream of the college to become a Smart Campus through E - Governance in both academic and administrative matters for the past 5 years with all the technical and financial support provided by the Commissioner of Collegiate Education, UGC/RUSA 1.0, Alumni and Philanthropists, the college has successfully achieved its ambition of transforming into smart campus. All the academic and administrative activities of the college are complicated through e - governance

Achievements:

1. Student admissions are done through centralized online system OAMDC (Online Admission Module for Degree Courses). Help Line Center (HCL) has been setup in the college to provide assistance in registration of candidates
2. After installing ICT equipment in classrooms/laboratories and setting up digital and virtual class rooms, significant changes have come up in regular Teaching - Learning process.
3. Introduction of OTLP App: Faculty members upload the daily teaching activities in the app and awarded a grade by CCE.
4. Registration of Candidates for Scholarships, University Examinations, Industry - Institute Connect - etc is done through online portals only.

5. Library services are completely automated.
6. Feedback also collected from stake holders through online Goggle Sheets
7. All correspondences are done through e - office Only
8. Separate App has been created to submit grievances of both student and staff.
9. Routine administrative activities are carried at through online only.
10. 9 CC Cameras are installed on the campus to keep surveillance

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

Preparation of annual plans for the institution.

Usage of ICT tools in curriculum delivery.

Maintain Hygienic conditions in the college.

Encourage faculty to apply for major and minor research projects.

Encourage faculty to organise national seminars.

To get the infrastructure facilities in the college.

To develop scientific thinking among the students.

To conduct Training Programme for Non- Teaching Staff.

To Conduct Faculty Development Programme.

To introduce more UG & PG courses.