

The Annual Quality Assurance Report (AQAR) of the IQAC ***(For Affiliated/Constituent Colleges)***

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

AQAR for the year: 2017-18

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution: Sri Vasavi Kanyaka Parameswari & Dr. Kalidindi Suryanarayana Raju Arts & Science College

- Name of the Head of the institution : Dr. Y. V.V. Appa Rao
- Designation: Principal
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.: 08819 – 246126, 246926
- Mobile no.: 9704448889
- Registered e-mail: svkp.penugonda@gmail.com
- Alternate e-mail : svkp_penugonda@rediffmail.com
- Address : Canal Road, Penugonda, West Godavari Dist.,
- City/Town : Penugonda
- State/UT : Andhra Pradesh
- Pin Code : 534 320

2. Institutional status:

- Affiliated / Constituent: Affiliated
- Type of Institution: Co-education/Men/Women : Co-education
- Location : Rural/Semi-urban/Urban: Rural
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing (please specify)

Grants-in aid with UGC 2f and 12 (B)

- Name of the Affiliating University : Adikavi Nannayya University

- Name of the IQAC Co-ordinator : K. Sasi Kumar
- Phone no. : 08819-246126
- Alternate phone no. : 08819-246926
- Mobile : 9440116867
- IQAC e-mail address : svkpiqac@gmail.com
- Alternate Email address : eng.sasi@yahoo.co.in

3. Website address: www.svkpandksrajucollege.org.in

Web-link of the AQAR: (Previous Academic Year):

http://svkpandksrajucollege.org.in/wp-content/uploads/2016/11/AQAR_2016-17.pdf

4. Whether Academic Calendar prepared during the year?

Yes/No....., if yes, whether it is uploaded in the Institutional website: Yes

Weblink: <http://svkpandksrajucollege.org.in/academic-calenders/>

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B ⁺⁺	80.70	2006	from:02-02-2006 to: 01-02-2011
2 nd	B	2.67	2011	from:30-11-2011 to: 29-11-2016
3 rd	A	3.07	2017	from:28-03-2017 to: 27-03-2022
4 th	-	-	-	from: to:
5 th	-	-	-	from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 14/06/2005

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
Lecture on "Quality enhancement Methods in Research & Consultancy"	7 th & 8 th August 2017 4.30 to 6.30 PM	48
Lecture on "Quality enhancement in Governance & Leadership"	11 th & 12 th September 2017 4.30 to 6.30 PM	45
Lecture on "Quality measures in Evaluation Methods"	23 rd & 24 th October 2017 4.30 to 6.30 PM	52
Lecture on "Quality measures in Higher Education Institutes"	17 th & 18 th November 2017 4.30 to 6.30 PM	50
Lecture on "ICT Teaching Learning Methods"	15 th & 16 th December 2017 4.30 to 6.30 PM	55

Lecture on "Quality measures in Teaching Learning methods"	29 th & 30 th January 2018 4.30 to 6.30 PM	48
Lecture on "Quality enhancement in Best practices"	16 th & 17 th February 2018 4.30 to 6.30 PM	46
Submission of AQAR to NAAC	14-09-2017	-
Academic Audit by APCCE, Vijayawada	15 th & 16 th March 2018	62
Participation in NIRF	8-11-2017	-
Participation in AISHE	19-02-2018	-
Feed back from all stakeholders	February, 2018	230

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification
- NBA etc.
- Any other Quality Audit

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount Rs. In Lakhs
Institution	CPE	UGC	2016, 01-4-2016 to 31-3-2021	150.00

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

*upload latest notification of formation of IQAC

<http://svkpandksrajucollege.org.in/coordinator/>

10. No. of IQAC meetings held during the year: 4

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

Yes/No: Yes

(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? ~~Yes~~ No ✓

If yes, mention the amount: - Year: -

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

- Academic requirements of staff and students are being discussed in the IQAC meetings and suitable remedial measures are taken up to accomplish them.
- Conducted faculty enrichment programmes.
- Enhanced student placements in Campus Drives conducted in the College.
- Conducted Society outreach programmes.
- Established Skill Development Centre and Virtual Class Room.

13. 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
• To adopt more innovative Teaching learning methods. • To conduct Guest lectures • To provide remedial coaching to the academically back ward students • To conduct Job oriented Training programmes • To organise International/National /State level Seminar/Conference/Work shop. • To conduct various community services through NCC and NSS Units. • To conduct Orientation programmes/ Workshops/Training programmes for students. • To conduct faculty enrichment programmes.	• Many teachers use e-class rooms and seminar hall for PPT presentations and online classes. • Forty five Guest lectures are arranged in different subjects by inviting eminent /subject experts. • Remedial classes conducted in all departments. • Conducted three training programmes, each for III B.Sc. Chemistry, M.Sc. Chemistry and MCA students. • Conducted one International Seminar by the Department of Telugu. • NSS Unit of our college extending their services to nearby villages. • Training and Orientation programmes were conducted in association with Career guidance cell. • Conducted faculty enrichment programmes in the Departments of Chemistry, Zoology and Commerce.

14. Whether the AQAR was placed before statutory body? Yes /No: Yes

Name of the Statutory body: Board of Management Date of meeting(s): 26-09-2018

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

Yes/No: Yes (APCCE)

Date: 15-03- 2018

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year: 2018

Date of Submission: 19-02-2018

17. Does the Institution have Management Information System?

Yes ✓ No

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

The Institution has partial Management Information System. The College Library and Office are fully automated. The Institution has Biometric attendance for Staff and Students. The College campus is under CC Camera surveillance.

Part-B

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

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

The Institution offers various academic programmes tuning to its vision and mission .They include three programmes at UG level in Science, Commerce and Arts streams, three at the Post graduate level ie., MCA, MBA and M.Sc Programmes. Communication & Soft skills, Analytical Skills and Information & Communication technology are taught for UG Programmes as foundation Courses which enrich the Curriculum with the objective of imparting job oriented education. Choice Based Credit System (CBCS) has been introduced in the academic year 2015-2016. Elective options are offered in all Programmes along with Core options which lead to academic flexibility. Feedback on Curriculum from the Students and Staff has been practised.

Curriculum prescribed by the affiliating University is effectively implemented by devising an annual plan in accordance with the University Academic Calendar. The time tables are prepared well in advance as per the requirement of the Curriculum and keeping in mind the scheme of instructions. Work load is assigned to individual faculty by the in-charges of the departments. The faculty members chalk out and prepare the detailed teaching plan of the syllabus. The teachers update teaching diary regularly. Various Committees are constituted to monitor the conduct of Curricular, Co-curricular and Cultural activities. The Principal oversees the entire exercise. The institution organizes workshops, faculty development programmes. The institution arranges Guest Lecturers by Subject Experts. The faculty members participate in Curriculum meetings organized by the University and other institutions to Board of Studies to make necessary changes in the syllabus. Regular and effective class room transaction through traditional and ICT enabled teaching.

The college offers Three Career Oriented Programmes for which the curriculum has been developed. The college develops the curriculum by offering Add-on /Bridge Courses.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
1. Communicative English	--	1-7-2017 to 30-9-2017	Employability	Language Skills
2. Web Designing	--	1-7-2017 to 14-8-2017	Employability	Computer Skills
3. Tally	--	1-7-2017 to 07-10-2017	Employability	Accounting Skills

1.2 Academic Flexibility					
1.2.1 New programmes/courses introduced during the Academic year					
Programme with Code	Date of Introduction		Course with Code	Date of Introduction	
--	--		--	--	
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System.	UG	PG
B.A., B.Com. and B.Sc.	3	-	-	-	-
Already adopted (mention the year): Implemented CBCS during 2015-16					
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year					
	Certificate		Diploma Courses		
No of Students	110		-		
1.3 Curriculum Enrichment					
1.3.1 Value-added courses imparting transferable and life skills offered during the year					
Value added courses			Date of introduction	Number of students enrolled	
1. Analytical Techniques - Dept. of Mathematics			01-07-2017 to 14-08-2017	25	
2. Photography - Dept. of Physics			01-12-2017 to 30-12-2017	25	
3. Television services – Dept. of Electronics			21-08-2017 to 19-09-2017	16	
4. Java Programming -Dept. of Computer Science (PG)			01-09-2017 to 30-09-2017	25	
5. Soil Analysis – Dept. of Chemistry (UG)			16-08-2017 to 30-09-2017	30	
6. Azolla as Biofertilizer – Dept. of Botany (UG)			05-12-2017 to 11-01-2018	20	
7. Hatchery Management – Dept. of Zoology(UG)			11-09-2017 to 20-10-2017	25	
8. Tissue Culture Technologies-Dept. of Biotechnology			02-02-2018 to 04-03-2018	25	
9. Water Analysis – Dept. of Chemistry(PG)			16-08-2017 to 22-09-2017	22	
10. Goods and Service Tax (GST)-Dept. of Economics			01-08-2017 to 31-08-2017	20	
11. Constitutional Frame Work – Dept. of Politics			01-08-2017 to 31-08-2017	20	
12. Tourism and Travel Management - Dept. of History			01-08-2017 to 31-08-2017	20	
13. Insurance Marketing – Dept. of Management Studies			25-01-2018 to 06-03-2018	20	
1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
1. M.Sc Organic Chemistry			21		
2. M.Sc Zoology			25		
3. M.SC Botany			07		
4. M.C.A			40		
5. M.B.A			58		
1.4 Feedback System					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
✓Yes/ No	✓Yes/ No	✓Yes/ No	✓Yes/ No	✓Yes/ No	
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)					
The college collects feedback from the students regarding the course curriculum as well as teacher's					

performance. The feedback obtained is analyzed by the IQAC and the Principal takes necessary action to enhance the performance of teachers and quality of the institutional provisions.

The Employer has regular interaction with employees and uses their feedback to improve upon its weaknesses and build upon its strengths. The results are numerically analysed and are communicated to the respective stakeholders personally by the Principal. Feedback from industry, academic experts and alumni are recorded in the visitors diary as and when they visit the college.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.A.,	60	60	56
B.Sc.,	500	377	357
B. Com.,	120	144	144
M.C.A	60	53	53
M.B.A	60	60	60
M.Sc.,	90	59	59

2.2 Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017-18	1480	368	39	20	3

2.3 Teaching - Learning Process

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

Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
62	38	Computers, Projectors with Interactive White Boards, Presenters, Visualiser, Audio systems and Internet facility with Leased Line.	7	2	Subscribed e-Journals and e-Books are browsed online

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

Student counselling and career counselling are available on the campus. Teachers are accessible

to students whenever they have any difficulties.

- Each teacher is a mentor to a group of 20 - 30 students and maintains a mentor's diary to record the details of sessions taken and counselling provided to the students.
- Mentoring is an effective means of personal and psycho social support.
- The Counselling Cell holds mass counselling programmes, and offers counselling to individual students.
- The Career Guidance & Placement Cell conducts lectures, workshops and training programmes for academic and professional counselling.
- Workshops are organized on topics like personality development, study skills, positive thinking & self confidence, understanding the self and managing learning difficulties. On an average 50 to 60 students participate in these activities.
- Grievance redressal cell looks into student grievances and finds solutions to various problems faced by the students.
- Student council representatives also play a major role in bringing the different issues faced by the student community to the notice of college authorities.
- Invited lectures are organized by the clubs and the departments to create social awareness to the students.

Impact: Every year 60-70% of students in each class are benefited from the academic and social guidance services offered by the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1848	62	1:30

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
4	4	---	M.Sc., Zoology, Economics, Chemistry, Microbiology	---

2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017-18	Dr. N. Suryanarayana Raju	Principal	Best Academician and Best Researcher Award was given by National & International Compendium, New Delhi.
2017-18	Dr. N. Suryanarayana Raju	Principal	Academic Senate Member of Adikavi Nannaya University

nominated by Government of Andhra Pradesh.

2.5 Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.Sc.,	71	Semester	17-04-2018	28-05-2018
B.A.,	62	Semester	18-04-2018	28-05-2018
B.Com.,	81, 82	Semester	12-04-2018	28-05-2018
M.C.A	51	Semester	29-05-2018	02-08-2018
M.B.A	10	Semester	23-04-2018	24-09-2018
M.Sc.,	33, 25, 38	Semester	26-04-2018	24-09-2018

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

- The college follows the university norms and guidelines for conducting examinations and evaluation. A separate examination committee is formed for conducting examination and evaluation in the college. The committee ensures that there should be no use of unfair means during the examinations and evaluation.
- Marks are recorded in the internal assessment register.
- For effective implementation of the evaluation reforms of the college, detailed schedule of internal examination at UG and PG is communicated to students in advance.
- Heads/In-charges of departments call a meeting of the department faculty if any new evaluation method has to be used for assessment. Suggestions given by faculty are considered and new methods, if found suitable, are approved unanimously.
- The Heads of department / co-ordinators monitor effective and timely implementation of the system and procedure of evaluation. Meetings are held with the department faculty as and when required.
- Faculty in their respective subjects assesses the student's internal performance in the manner prescribed by the University.
- The students are given assignments and assessment tests periodically before they write the university examinations. In each semester, two mid examinations will be conducted, assignments will be given and evaluated continuously.

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

The college has put in place a system to effectively plan the teaching learning and evaluation processes. The focus of all the activities is on the 'learner'. Various strategies and mechanisms for student centric learning are adopted by the teachers to cater to the diverse needs of students in the classroom.

Academic Calendar :

- A comprehensive academic calendar is prepared by a committee of heads of various departments and the Principal with the help of IQAC in accordance with the academic calendar issued by the affiliating university. The academic calendar is an amalgamation of the proposed activities of various departments and the activities taken up by the IQAC at the college level.

The teaching days and examinations mentioned in the calendar are followed for instructions, examinations and evaluation purposes. This academic calendar is communicated in advance to staff and students.

Teaching Plan :

- A central class-wise timetable is prepared for the next academic year by the time table committee at the end of every academic year (i.e. in April) and distributed in advance to all the departments. The departmental time table for theory classes and practical sessions is finalized by the respective head of the department and is made available to the faculty members at the beginning of the term. Every teacher is given books for preparing Annual Curricular Plan, Teaching Diary and Teaching Plan before the commencement of the academic year.
- All the faculty members of the college prepare Annual Curricular Plans before the commencement of classes featuring the time line for the coverage of syllabus and the co-curricular and extra-curricular activities to be conducted in their respective subjects. The Annual Curricular Plan is submitted to the Principal and reviewed periodically through departmental meetings. Teaching Diary and Teaching Synopsis are maintained by all the lecturers and the Principal/Head of the department monitors the coverage of syllabus.

Evaluation :

- Evaluation of students' knowledge through classroom /laboratory learning is a major component of evaluation. Periodical Examinations are conducted at the department level as proposed in the Annual Curricular Plan. The schedule for all college internal examinations is prepared well in advance and displayed on notice boards.
- Final evaluation is done jointly by the college and affiliating university. The college evaluates students through mid examinations (25% weightage) and university evaluates them through semester end examinations (75% weightage) in theory examinations. For practical examinations, internal and external examiners follow evaluation processes as prescribed by the affiliating university.

2.6 Student Performance and Learning Outcomes

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

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
71	B.Sc.,	243	175	72%
81, 82	B.Com.,	101	69	68%
62	B.A.,	35	26	74%
51	M.C.A	43	41	95%
10	M.B.A	45	34	76%
33,25,38	M.Sc.,	55	48	87%

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design

the questionnaire) (results and details be provided as weblink)

Student Satisfaction Survey (SSS) on overall institutional performance was conducted online through APCCE website www.apcce.gov.in.

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored Projects	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students Research Projects (other than compulsory by the College)	-	-	-	-
International Projects	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.2 Innovation Ecosystem

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

Title of Workshop/Seminar	Name of the Dept.	Date(s)
International Seminar on “The Glory and Pomp of the Thousand years Old Telugu Literature”	Dept. of Telugu	2 nd & 3 rd April 2018.

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

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
Outstanding dedication and contribution	Dr. K. Chiranjeevi Sub Lt.	7 th Andhra Naval Unit	23-11-2017	NCC

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

Incubation Centre	Name	Sponsored by
-	-	-
Name of the Start-up	Nature of Start-up	Date of commencement
-	-	-

3.3 Research Publications and Awards						
3.3.1 Incentive to the teachers who receive recognition/awards						
State		National		International		
-		-		-		
3.3.2 Ph. Ds awarded during the year (applicable for PG College, Research Center)						
Name of the Department		No. of Ph. Ds Awarded				
Dept. of Management Studies		1				
3.3.3 Research Publications in the Journals notified on UGC website during the year						
	Department	No. of Publication		Average Impact Factor, if any		
National	-	-		-		
International	Dept. of Mathematics	1		-		
	Dept. of Biotechnology	2		4		
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department		No. of publication				
P. G. Department of Chemistry		International Conference Proceedings: 1				
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
Effect of Temperature on the Viscosities of Mixed Micellar Solutions	Ch. Durga Prasad	AIP Conference Proceedings	2017	24	S.V.K.P. & Dr. K.S. Raju Arts & Science College	24
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
-	-	-	-	-	-	-
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :						
No. of Faculty	International level		National level		State level	Local level
Attended Seminars/ Workshops	4		3		12	4
Presented papers	1		1		-	-
Resource Persons	-		-		-	-
3.4 Extension Activities						
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year						
Title of the Activities		Organising unit/ agency/		Number of teachers co-ordinated such	Number of students	

	collaborating agency	activities	participated in such activities
1. Janmabhoomi-Maavuru (ODF campaigning, Blood grouping, Dental Camp & Games)	NSS in association with ZP High School, Eletipadu	3	150
2. Voluntary services at Temples in Nadipudi, Itampudi and Penugonda on the occasion of 'Subrahmanya Shashti'	NSS in collaboration with Endowment Dept., Govt. Of A.P.	3	45
3. NSS Camp at Eletipadu (Blood grouping, Veterinary Camp, Pamphlet distribution on ODF & Seasonal diseases)	NSS	3	147
4. Distribution of 200 Clay statues of Lord Ganapathi to encourage Eco-friendly Vinayaka Chavithi Festival.	NSS & Eco Club	4	10
5. Distribution of Pamphlets to encourage Eco-friendly Diwali in Penugonda.	NSS & Eco Club	4	20

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

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
Voluntary services at Temple of Shiva, Natta Rameswaram.	Best Services (Maintenance of queue lines, helping old aged people and Catering)	Sub Inspector of Police, Penumantra	100

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

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Awareness programme	NSS	Aids Awareness	3	80
Swachh Bharat	NSS in association with ZP High School, Eletipadu	Cleaning of in and around of ZPH School, Eletipadu	3	20
Women Equality	NSS in association with Women Empowerment Cell	Guest Lecture	15	50
Swachhata Hee Seva	NSS	Cleaning of the College Campus	10	20

3.5 Collaborations

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

Nature of Activity	Participant	Source of financial support	Duration
-	-	-	-

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
MoU	Short term training programme	Sree Kumar Agro Oils (P) Ltd., Bhimavaram	27-12-2017 to 03-01-2018	5
MoU	Short term training programme	Krushni Infrass India Pvt. Ltd., Hyderabad	30-12-2017 to 05-01-2018	4
MoU	Project Work	Sree Kumar Agro Oils (P) Ltd., Bhimavaram	05-05-2018 to 20-06-2018	2
MoU	Project Work	Visaka Industries Ltd., Jujjuru, Krishna Dt.	05-05-2018 to 20-06-2018	2
MoU	Project Work	Challa Brothers Studios Pvt. Ltd.	05-05-2018 to 20-06-2018	2
MoU	Project Work	Sri Matha Chemicals & Intermediates, Hyderabad	15-05-2017 to 17-06-2017	5
MoU	Project Work	Vahni Laboratories, Hyderabad	15-05-2017 to 17-06-2017	2

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
Sree Kumar Agro Oils (P) Ltd., Bhimavaram	03-11-2017	Short Term Training Programme & Project Work	7
Krushni Infrass India Pvt. Ltd., Hyderabad	04-12-2017	Short Term Training Programme & Project Work	4
Challa Brothers Studios Pvt. Ltd.	24-01-2018	Project Work	2
Visaka Industries Ltd., Jujjuru, Krishna Dt.	20-02-2018	Project Work	2
Genius Brain Power Solutions, Chennai	02-08-2012	Two Workshops on 'Soft Skills'	70
Indian Institute of Hardware Technology (IIHT), Visakhapatnam	05-10-2017	Workshop on 'Cloud Computing'	76
Sri Matha Chemicals & Intermediates, Hyderabad	20-12-2016	Project Work	5
Vahni Laboratories, Hyderabad	22-12-2016	Project Work	2

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**4.1 Physical Facilities****4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year**

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
Rs. 1,09,52,996/-	Rs. 1,09,52,996/-

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	18 Acres	-
Class rooms	42	-
Laboratories	36	-
Seminar Halls	2	-
Classrooms with LCD facilities	6	3
Classrooms with Wi-Fi/ LAN	5	4
Seminar halls with ICT facilities	2	-
Video Centre	-	1
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.		3
Value of the equipment purchased during the year (Rs. in Lakhs)		109.53
Others		

4.2 Library as a Learning Resource**4.2.1 Library is automated {Integrated Library Management System -ILMS}**

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL (INFLIBNET)	Fully	2.0	2010

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15,925	21,66,664	1,233	2,69,489	17,158	24,36,145
Reference Books	17,098	25,89,190	555	3,56,028	17,653	29,45,218
e-Books	Yes	10,750	Yes	5,900	Yes	16,650
Journals	121	1,77,917	57	1,63,895	178	3,41,812
e-Journals	Yes	10,750	Yes	5,900	Yes	16,650
Digital Database	2	30,000	-	-	2	30,000
CD & Video	175	-	21	-	196	-
Library automation	100%	1,65,990	-	8,46,200	100%	10,12,190
Weeding (Hard & Soft)	4,673	3,03,317	-	-	4,673	3,03,317
Others (specify)						

4.3 IT Infrastructure**4.3.1 Technology Upgradation (overall)**

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	345	115	30	5	30	15	51	20 MBPS	99
Added	104	84	17	-	-	-	-	-	3
Total	449	199	47	5	30	15	51	20 MBPS	102

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)			
20 MBPS /GBPS			
4.3.3 Facility for e-content			
Name of the e-content development facility		Provide the link of the videos and media centre and recording facility	
--		--	
4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc			
Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
--	--	--	--

4.4 Maintenance of Campus Infrastructure

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

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
7,91,109/-	7,91,109/-	Rs. 79,452/-	Rs. 79,452/-

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

- The College has a Supervisor under the Principal to take care of maintenance. The maintenance staff consists of Supervisor, Electrician, Equipment maintenance technician, Systems administrator to maintain computers, Support staff for all the departments/Laboratories, Gardeners, Sweepers and Security personal.
- The laboratory staff keeps a strict vigilance in maintenance and upkeep of Chemicals and Scientific Instruments.
- The College Electrician and Supporting staff are look after the maintenance and upkeep of electrical equipments.
- Computers are maintained by an in-house technician.
- The College R.O. System for safe drinking water is maintained by the Department of Chemistry.
- Weeding out of Library books and other materials is done by Library staff.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support	Poor cum Fellowship	12	1,75,200

from institution	Fee concession	212	12,62,800
Financial support from other sources			
a) National	Sitaram Jindal Foundation, Bengaluru	01	4,800
b) International	-	Nil	-
c) Govt. of AP	Fee Reimbursement & scholarships (PG)	257	55,29,205
	Fee Reimbursement & scholarships (UG)	1260	85,52,423

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga & Meditation	21-06-2017	100	Dathakriya Yoga Ashram, Palakollu
Remedial Coaching	After Completion of MID Exams	Min 10 from each Department	Each and every Department
Personal Counselling	July & December 2017	Min 20 from each Department	Each and every Department
Bridge Courses	First Week of June'2017	Min 20 from each Department	Each and every Department
Language Lab	Weekly once	30	Dept. of English
Soft Skills	03-09-2017	45	Career Guidance & Placement Cell
Soft Skills	07-01-2018	25	Career Guidance & Placement Cell

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

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-18	Airman Selections	100	100	02	02
2017-18	Awareness program on "Banking Recruitment" and preparation for competitive exams	--	192	--	--
2017-18	Demonstrative class on "Website development "	--	65	--	--
2017-18	Workshops on "Cloud Computing" and "Web Hosting"	--	121	--	--
2017-18	Wipro Limited Campus drive	04	--	01	01

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

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
2	2	15 to 30 days

5.2 Student Progression**5.2.1 Details of campus placement during the year**

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Jobmela with 16 companies	1386	383 (36)	Wipro Limited	4	1
Hetero Drugs Limited, Hyderabad	143	60 (27)	-	-	-
Hetero Drugs Limited, Nakkapalli	66	50 (25)	-	-	-

5.2.2 Student progression to higher education in percentage during the year : 51%

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018	178	B.A., B.Sc., B.Com	-	Adikavi Nannaya Univ., Andhra Univ., Acharya Nagarjuna University and their affiliated colleges	M.A., M.Sc., M.Com., MBA and MCA

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

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	NIL	-
SET	NIL	-
SLET	NIL	-
GATE	NIL	-
GMAT	NIL	-
CAT	NIL	-
GRE	NIL	-
TOFEL	NIL	-
Civil Services	NIL	-
State Government Services	7	ARPC 375, ARPC-24, ARPC-496, WPC-648, WPC-660
Any Other (Airmen Selections)	2	1712470660, 1712470682

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

Activity	Level	Participants
Cultural Meet	Division Level	05
Cultural Meet	District Level	05
Yuva Mahotsav	Achanta Assembly Constitution Level	150
Yuva Mahotsav	District Level	06

NSS Youth festival	Zonal Level	45
NSS Youth festival	District Level	10
Pongal Celebrations	College Level	160
Youth Convention (Swamy Vivekananda Birth Day)	State Level	40
Youth Festival (NSS)	University Level	02

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2017-18	Second Prize	University Level- Youth festival	--	Solo Singing	13695	T Bharathi
2017-18	Second Prize	University Level- Youth festival	--	Instrument playing	3244	P Hemanth Kumar
2017-18	2 nd Place	University Level	Basket ball (w)	--	3301, 13674, 3384, 3386, 3587, 3371, 3387and 3372	P Sarala Kumari, E Umamaheswari, K Mahima, B Mallika, B Sandya, SNV Kashyapi, S Reshma and K V Sunila
2017-18	3 rd Place	University Level	Shuttle Badminton	--	4342, 2954, 3371,3387 and 3372	S Vanitha Jyothi, B Pushpa Lalitha, SNV Kashyapi, S Reshma and K V Sunila
2017-18	Inter University Participants	South Zone	Basket Ball	--	2762, 3584, 3301, 13674 and 3384	G Gowri Sankar, S Teja Krishna Reddy, P Sarala Kumari, E Uma maheswari and K Mahima
2017-18	Inter University Participants	South Zone	Hand Ball	--	2775	M Durga Prasad
2017-18	Inter University Participants	South Zone	Kabaddi	--	3199 and 3187	TVU Venkatesh and I Padmaja
2017-18	National Level Participants	Junior National	Kabaddi	--	3199 and 3187	TVU Venkatesh and I Padmaja
2017-18	Inter University Participants	South Zone	Shuttle Badminton	--	2954	P Pushpa Lalitha
2017-18	Inter University Participants	South Zone	Foot Ball	--	13990	T. Tarun
2017-18	Inter University Participants	South Zone	Fencing	--	3102 and 13643	K Satish Chandra Reddy, D Havila Nissi

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has a student council comprised of student representatives. The representatives are selected on merit basis from each class. The Principal nominates a senior faculty member as its co-ordinator under whose supervision the council meets periodically to discuss the problems and welfare of the students. The student council actively participates in organizing debates, quiz competitions, seminars, maintain discipline and cleanliness in the institution, social and community related activities like health camps and cultural activities.

Student Council and representatives actively participated in various academic and administrative activities. The students are represented in IQAC, Discipline & Anti Ragging Committee, Website Committee, Hand Book Committee, Grievance & Redressal Committee, Women Empowerment Cell, Men's Hostel Advisory Committee, Women's Hostel Advisory Committee, NSS Advisory Committee, Consumer Club Committee, Eco Club Committee, Red Ribbon Club Committee etc.

5.3 Alumni Engagement
5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):
No
5.3.2 No. of registered enrolled Alumni: 545
5.3.3 Alumni contribution during the year (in Rupees) :
Alumni of 2004-07 B.Sc. Electronics batch students donated chairs worth of Rs.10,000/- in the month of September 2017.
5.3.4 Meetings/activities organized by Alumni Association :
- Alumni of 2004-07 B.Sc. Electronics batch students met at our campus on 31-03-2018. - The association felicitated merit students in the University Examinations. - Former students who got placements, in various professional organisations are invited to share their experiences.

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT
6.1 Institutional Vision and Leadership
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)
The two practices of decentralization and participative management are: 1. Autonomy is given at departmental level in designing activities 2. Administration of the institution through formation of various committees The broad policies and plans are well defined by the college authorities. Within the ambit of these policies, operational autonomy is given to staff, both at college and departmental level. The departments plan on their own in designing co-curricular and extra-curricular activities along with the regular academic schedules. The institution promotes the culture of participative management at all levels. The management and Head of the Institution encourage the active participation of all stake holders in the functioning of the institution. Various committees, heads, academic coordinators, student representatives, women representatives, mentors, etc., help the culture of participative management in smooth functioning and decision making. Faculty is represented in almost all the committees and decisions are carefully taken. These decisions can also be reviewed by higher authorities and committees if required. Two way communication by the Head of the institution further helps to promote participative culture.
6.1.2 Does the institution have a Management Information System (MIS)?
Yes/No/Partial: Partial
6.2 Strategy Development and Deployment
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):
❖ Curriculum Development - Preparing and Forwarding curriculum proposals according to the needs - Faculty members participate in Board of studies meeting while formulating syllabus in the affiliating university and autonomous colleges.

❖	Teaching and Learning - Teachers teach lessons in e-class rooms and seminar hall for PPT presentations and online classes - Guest lectures are arranged in different subjects by inviting eminent personalities / subject experts - Student participation through class room seminars are encouraged to develop their academic and social skills.
❖	Examination and Evaluation Examination and evaluation are followed according to the norms of the affiliating university. Besides this, we follow various other evaluation methods such as unit tests, mid examinations, pre-final examinations, student seminars, assignments, project works and so on.
❖	Research and Development: Encourage faculty - to apply for Minor and Major research projects of UGC/DST - to publish the research works in National and International journals - to contribute articles in the text books with ISBN number - towards research orientation by applying and to complete M.Phil and Ph.D.
❖	Library, ICT and Physical Infrastructure / Instrumentation: - Strengthening the learning resources by upgrading with the latest equipment in seminar hall and e-class rooms. - Subscribing to INFLIBNET N-LIST for accessing e-books and e-journals. - Internet Lab is equipped with audio visual equipment to learn lessons through video classes. - Established two Skill Development Centers and one Virtual Class room with necessary equipment and furniture.
❖	Human Resource Management: - Staff are encouraged to learn and acquire qualifications in multiple disciplines - Optimum utilization of man power for both UG and PG through multi disciplinary approach. - Vacancies of staff are filled by well qualified & skilled persons. - Supporting staff are given training on computer skills and handling laboratory equipments.
❖	Industry Interaction / Collaboration: - Conduct industrial visits having collaboration with the nearby Industries. - Obtaining MOU's for benefit of students and institution.
❖	Admission of Students - On the basis of merit and rule of reservation as per Government of Andhra Pradesh. - For PG courses, admission process followed by NANNAYA CET/ICET counselling.
6.2.2 : Implementation of e-governance in areas of operations:	
❖	Planning and Development: All communication in respect of planning and development of the college make use of Internet after submitting the proposals and receiving the acceptance to/from the authorities.

❖	Administration: E-governance improves the process of the college and the internal working with new ICT. The college is administered through the use of ICT in • Effective maintenance of attendance for staff & students. • Fully automated library. • Internet mail services are used by office, IQAC and Placement cell
❖	Finance and Accounts: E-governance reduces the delay in generating reports for accounts. The college is transparent in terms of accounts such as in • Automate accounts & inventory • Generating salaries for Staff and expenses of management.
❖	Student Admission and Support: The Student admission system is partially automated. After collecting the filled in admission applications from students, the same along with provisionally selected lists is communicated to CCE through the internet. After receiving the consent from CCE through Internet, admissions will be finalized.
❖	Examination: The conduction of examinations and evaluation is to be automated. The college is planning towards the use of effective utilization of ICT in examinations and in evaluation.

6.3 Faculty Empowerment Strategies

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

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017-18	-	-	-	-

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non- teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non- teaching staff)
2017	--	A training programme on "MS-Word" conducted by Dept. of Computer Science	24-08-2017 to 26-08-2017	-	18
2017	--	A training programme on "MS-Excel" conducted by	21-09-2017 to 23-09-2017	-	22

		Dept. of Computer Science			
2017	Organised Faculty Enrichment Programme on 'Reaction Mechanisms of Inorganic Compounds' by Dept. of Chemistry	-	23-10-2017 to 25-10-2017	7	-
2017	Organised Faculty Enrichment Programme on 'Molecular Symmetry & Group Theory' by Dept. of Chemistry	-	01-11-2017 to 03-11-2017	7	-
2017	Organised Faculty Enrichment Programme on 'Types of Mass Fragmentations' by Dept. of Chemistry	-	20-12-2017 to 22-12-2017	7	-
2018	Organised Faculty Enrichment Programme on 'Reactions of Aromatic Nucleophiles' by Dept. of Chemistry	-	14-02-2018 to 16-02-2018	7	-
2017	Organized "Faculty Enrichment Programmes" by Dept. of Commerce	-	06-11-2017 to 13-11-2017	5	-
2017	Organized "Faculty Enrichment Programmes" by Dept. of Zoology	-	04-12-2017 to 19-12-2017	3	-
2018	Organized "Faculty Enrichment Programmes" by Dept. of Commerce	-	01-02-2018 to 08-02-2018	5	-

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Orientation Programme : R-Tool	04	11/12/2017 , One day
Faculty Development Program (FDP) :	03	27/10/2017 to 28/10/2017

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

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
-	04	-	-

6.3.5 Welfare schemes for

Teaching	EPF for un-aided staff
Non teaching	EPF for un-aided staff
Students	Group Insurance and Poor boys fund

6.4 Financial Management and Resource Mobilization

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

a) Internal Audit:

Auditing of the accounts is done regularly by the auditors appointed by the management. Mr. P.V.R. Prabhakar, B.Com; F.C.A; C.A., Chartered Accountant.

b) External Audit:

The accounts of the college are subject to audit every year by the auditors from the office of Accountant General, A.P. and Commissionerate of the Collegiate Education, A.P. Hyderabad.

Due to shortage of personnel in audit office, the audit for the financial year 2017-18 was not taken place.

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

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
Individuals	45,16,121/-	For Salaries

6.4.2 Total corpus fund generated Rs. 71,88,000/-

6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCE	Yes	IQAC
Administrative	Yes	CCE	Yes	IQAC

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

Parent-Teacher Association meetings are conducted from time to time and the resolutions made in them are followed for effective implementation of the academic plan.

Following are the activities and support from the Parent Teacher Association:

1. To maintain regular attendance of the students.
2. To fulfil work at home assigned by the teacher.
3. To conduct job oriented training programmes.

6.5.3 Development programmes for support staff (at least three)

Training /Orientation programmes are conducted by the college to impart skills to staff and equip them to perform better in discharging their duties effectively.

1. A training programme on “MS-Word” conducted by Dept. of Computer Science(PG-MCA) from 24th to 26th, August,2017.
2. A training programme on “MS-Excel” conducted by Dept. of Computer Science(UG) from 21th to 23rd, September,2017.
3. Science departments conducted a technical orientation programme for non-teaching staff.

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

1. Conducted three Job oriented training programmes, each for III B.Sc. Chemistry, M.Sc. Chemistry and MCA students.
2. Established two Skill Development Centers.
3. Computer Labs are upgraded with the addition of 84 high configuration Computers.

6.5.5

- a. Submission of Data for AISHE portal : (Yes /No) Yes
 b. Participation in NIRF : (Yes /No) Yes
 c. ISO Certification : (Yes /No) No
 d. NBA or any other quality audit : (Yes /No) No

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from---to---)	Number of participants
2017	Lecture on "Quality enhancement Methods in Research & Consultancy"	7-8-2017 & 8-8-2017	4.30 to 6.30 PM	48
2017	Lecture on "Quality enhancement in Governance & Leadership"	11-9-2017 & 12-9-2017	4.30 to 6.30 PM	45
2017	Lecture on "Quality measures in Evaluation Methods"	23-10-2017 & 24-10-2017	4.30 to 6.30 PM	52
2017	Lecture on "Quality measures in Higher Education Institutes"	17-11-2017 & 18-11-2017	4.30 to 6.30 PM	50
2017	Lecture on "ICT Teaching Learning Methods"	15-12-2017 & 16-12-2017	4.30 to 6.30 PM	55
2018	Lecture on "Quality measures in Teaching Learning methods"	29-1-2018 & 30-1-2018	4.30 to 6.30 PM	48
2018	Lecture on "Quality enhancement in Best practices"	16-2-2018 & 17-2-2018	4.30 to 6.30 PM	46

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities****7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)**

Title of the programme	Period (from-to)	Participants	
		Female	Male
1. Women Equality Day	26-08-2017	20	10
2. International Women's Day	08-03-2018	150	50

**7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources****Efforts for carbon neutrality :**

- The College conducts Green Audit through a Committee constituted for the purpose, which has the Principal as the Chairman, the faculty members of the Botany Department, the NSS Programme Officers and the Students Representatives as members. The committee also conducts audit on bio-diversity for improving and protecting biodiversity in the campus.
- The college has adequate arrangements for parking of vehicles at the entrance of the campus.
- Emission Test Certificates are made mandatory for the vehicles in the campus. The N.S.S. Units and Eco Club of the college are jointly conducting "Vehicle Pollution Checking Camp" in the campus every six months in collaboration with RTA approved Mobile Pollution Checking Centre.
- Limited use of refrigerators, air conditioners and other carbon emitting equipment within the permitted

levels made our campus less carbon emission campus.

- The campus has a number of huge trees and greenery to balance the CO₂ emissions and other green house gases, and thus maintaining the carbon neutrality.

Plantation :

- A botanical garden is developed in the campus.
- Eighteen acres of flourishing greenish campus is evident in the interest of the college towards plantation.
- The Green Audit Committee of the college is actively engaged in the plantation of the campus.
- The college conducts Clean & Green on every 1st Saturday in collaboration with N.S.S. Units and Eco Club as a part of Vanam-Manam & Neeru-Chettu Programme initiated by Govt. of A. P
- There are 4 full time gardeners to take care of gardens.

Hazardous waste management :

- The use of hazardous chemicals is minimized in the laboratories. The minimal wastage is drained after reasonable treatment so as to make it non hazardous.
- Damaged Glassware and Chemicals are carefully disposed.
- Every effort is made to ensure the college a plastic free zone

E-Waste management :

- Maintenance of equipment whenever required is undertaken to extend its life and reduce e-wastage.
- Workable parts of computers, printers and other electronic equipment are separated and kept aside for future use and non workable parts are discarded and scraped on a systematic basis.

Energy Conservation :

- The classrooms and staffrooms are provided with sufficient cross ventilation so that the use of electricity is optimized.
- Floor in-charges will look after switching off electric equipment when not in use.
- Energy efficient LED and CFL bulbs are used in the campus to minimize power consumption.
- Power consumption came down drastically after initiating the use of solar energy in the campus.
- Most of the CRT monitors are replaced by LCD and LED monitors.
- Most of the college functions are conducted in the Open Air Theatre available in the campus instead of the Seminar Hall to conserve energy.
- The college management is implementing the use of energy efficient appliances such as five star rated air-conditioner (AC), refrigerators and LED TV.

Use of Renewable Energy :

- The college management identified the importance of renewable energy and initiated the use of solar energy by installing 2.5 K W capacity of solar panel for administrative building.

Water Harvesting :

- The college has rainwater soak pits to prevent water from going to waste during periods of rainfall. These are placed at three locations in the college campus.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	2
Provision for lift	No	----
Ramp/ Rails	Yes	6
Braille Software/facilities	No	----
Rest Rooms	Yes	6
Scribes for examination	Yes	2
Special skill development for differently abled students	No	---
Any other similar facility	No	----

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2017	1	1	13-10-2017	Campaigning on Open Defecation Free (ODF)	ODF	50
2017	1	1	09-11-2017	Campaigning on Cashless Transactions	CLT	50
2018	1	1	10-02-2018	Distribution of Pamphlets in Penugonda and adopted villages on seasonal diseases as a part of Domala py Dandayatra' initiated by Govt. of A. P	Domala py Dandayatra	20

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
--	--	--

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-----)	Number of participants
A Guest Lecturer on “ Universal Values and Ethics ” by Mr. M. Krishna Prasad	11.11.2017	150

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)**Eco-friendly Programmes :**

- In order to maintain a plastic free zone, the NSS Units of our college distributed Cotton Cloth Bags and

the Department of Zoology distributed bamboo made dust bins to all the departments in the college.

- Vermi compost unit is being maintained by the Department of Zoology (PG).
- The litter collected from the campus is being converted into organic manure in a pit meant for it, which is used to the plants in the campus.
- The N.S.S Units of the college have been distributing soil images of Vinayaka on Ganesh Chaturdi for the last two years.
- The college conducts 'No Plastic Campaign' on every 3rd Saturday in collaboration with N.S.S. Units and Eco Club.
- Awareness was created among the public on eco-festival of Diwali through distributing 600 pamphlets.

7.2 Best Practices

Describe at least two institutional best practices

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

BEST PRACTICE - 1

Title of the Practice :

- Welfare of the College Attached Hostel Students by extending financial assistance

Goal:

- To encourage SC, ST and BC Students towards Higher Education by providing them boarding and lodging till the end of examinations during the academic year.

The Context:

- The College Attached Hostel for Men was established in the year 2001. To avoid the problems of Student Managed Hostel (SMH), the college applied for College Attached Hostel (CAH) which was sanctioned during the academic year 2000-2001.

The Practice

- Providing quality food in lunch and dinner.
- The College Management has been liberal in exempting room rent for the last five years.
- The wardens are voluntarily extending their services without honorarium for the last seven years in a way to facilitate the students with boarding for nine months apart from donations received from the College staff, retired staff and public.
- Donations collected so far 02-01-2012 to 31-08-2016 is Rs.2,11,864/- in cash, Rs.72,930/- (January, 2012 to August, 2016) worth of articles like water cooler, rice bags and non-vegetarian food occasionally.
- Environmental consciousness measures are being practised by using LPG instead of fire wood.
- A healthy educational environment was created to encourage students of hostel to participate in social service activities like Maanavata programmes, field work, plantation, formation of approach road to hostel, catering etc.,

Out Put:

Year	Donations received in cash	Donations received in kind	Rent exempted by Management	Contribution of Wardens (Service without Honorarium)	Number of beneficiaries	Total benefitted amount	Benefitted amount per individual student
2017-18	Rs. 69,292	Rs. 15,610	Rs. 1,92,000	Rs. 48,000	64	Rs.3,24,902	Rs.5076-60

Problems Encountered and Resources Required

- The sanction of Scholarship amount by the Government of Andhra Pradesh is inadequate to meet the needs of the students and maintain the hostel in respect of salaries for mess staff, electricity bill etc., and the sanction of the amount is released very late every year.

BEST PRACTICE – 2

Title of the Practice : MAANAVATA – A unique Social Service

Goal:

- To organise a social service programme with unique approach.
- To provide the public with freezer boxes and vehicle for carrying dead bodies (Santhiratham).

The Context :

- Maanavata, a unique social service was established with 3 freezer boxes and Santhi Ratham in the context of facilitating the public for the distant blood relations and friends of the dead to pay their last respects and to avoid problems faced by the public to carry the dead body from hospital to house and house to burial ground.

The Practice :

- With a flaming desire to serve humanity, the college has undertaken the activities of Maanavata with the cooperation of staff, NSS volunteers and public of Penugonda Mandal. Maanavata provides three freezer boxes to the public on free of cost and Santhi Ratham Van on free of cost upto ten Kilometers which was donated by Sri Penmetsa Ravi Kumara Varma, Sarpanch, Oduru. Santhi Ratham Service is extended to six mandals around Penugonda i.e., Penumantra, Achanta, Poduru, Iragavaram, Tanuku & Peravali. Freezer boxes were donated by Sri Nooli Soma Raju, Member, Governing Body of S.V.K.P. Arts & Science College Association, Sri Satti Narayana Reddy, Member, General Body of S.V.K.P. Arts & Science College Association and Sri V. Babji, Maruteru.
- Maanavata also extends its general services to the relief of the fire accident victims and live blood donation through NSS Volunteers of the college. The organization bears education fee to the poor and needy students, besides imparting them medical aid. Maanavata observes important days like Teachers' Day, International Elders' Day and Tailors' Day etc.,
- Maanavata is run by the support of annual subscription of the members (Rs.600/- per member), Permanent Membership Fund (Rs.25,000/- per member) and donations by the public.
- Funds collected for Maanavata services during 2017 – 2018**

Sl.No	Year	No. of Members	Member's Subscription (Rs.)	Donations (Rs.)	Total (Rs.)
1	2017-18	430	2,58,000	85,000	3,43,000

Evidence of Success :

- Persons benefited through Maanavata General Services during 2017-18:

Sl. No	Year	No. of Persons benefitted
1	2017-18	114

- Families benefited through Maanavata Special Services during 2017-18:

Sl. No	Year	Number of families benefitted		
		Santhi Ratham	Freezer Box	Total
1	2017-18	329	223	552

Problems Encountered and Resources required :

- The organization is facing financial problems in respect of maintenance charges for three Freezer boxes and Santhi Ratham services. With a view to strengthening the activities, the college solicits more number of donors for their valuable contribution.

7.3 Institutional Distinctiveness

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

The college, in collaboration with NSS units and NCC Wings, has successfully implemented a Community-Led Total Sanitation programme in the adopted villages of Itempudi and Satyavaram. About 290 people in both the villages were found to be practicing open defecation. They are defecating outside in the open environment rather than into toilets. They are choosing fields, bushes, streets, canals or other open space for defecation. They do so because they do not have a toilet at home. Open defecation in these villages has polluted the environment and caused health problems. A high level of open defecation is due to poverty and large disparities between rich and poor.

Reasons for using Open Defection in the villages:

The college has identified certain reasons for practicing open defecation

- Lack of awareness:** People in some communities do not know about the benefits of using toilets.
- Lack of behavior change:** Some communities have toilets, yet they prefer to defecate in the open. In some cases, these toilets are provided by the government or other organizations so the people do not like them, or do not value them. They continue to defecate in the open. Older people are often found in these areas to defecate in the open. They are hesitant to change their behavior to go inside a closed toilet
- Lack of infrastructure:** People often lack toilets in their houses, or in the areas where they live.
- Lack of toilets in other places:** Lack of toilets in places away from people's houses, such as in schools or in the farms lead the people to defecate in the open.
- Use of toilets for other purposes:** In some communities, toilets are used for other purposes, such as storing household items, animals, farm products or used as kitchens. In such cases, people are going outside to defecate. Another drawback is a lack of public toilets in the villages which can be a big problem

for homeless people.

Measures undertaken by the college to prevent Open Defecation:

- During the year 2017-18, the number of people practicing open defecation fell down from 290 to 0 after the construction of toilets in their villages. Awareness was created among the villagers to make use of individual toilets instead of open defecation by implementing the community-led programmes such as distribution of pamphlets, conduct of rallies, door to door campaign etc.
- Construction of Toilets at Itempudi & Satyavaram Villages during 2017-18

Name of the Village	No. of Toilets constructed	Number of families benefitted	Number of persons benefitted
1. Itempudi	15	30	95
2. Satyavaram	30	65	195

8. Future Plans of action for next academic year (500 words)

- To apply UGC for Autonomy for UG Courses.
- Staff members are to be encouraged to apply for UGC and DST Minor/Major Research Projects.
- Proposed to conduct Seminars/Conferences/ Workshops.
- Proposed to take up Career Guidance Programmes and approach various agencies for an increased number of Campus Interviews.
- To conduct various community services through NCC and NSS units of our college.
- To conduct Training programmes.
- To conduct workshop on communication skills and personality development.
- Proposed to organise an International Seminar in Oriental Languages.
- To conduct faculty enrichment programmes.
- Proposed to establish Skill Development Centre.
- To impart special skills to advanced learners.

Name K. SASI KUMAR



Signature of the Coordinator, IQAC

Name Dr. Y. V. V. APPA RAO



Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

For Communication with NAAC

The Director

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