



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	GOVT DEGREE COLLEGE, PORUMAMILLA
Name of the head of the Institution	SRI R ADI NARAYANA REDDY
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08569285656
Mobile no.	9440871221
Registered Email	porumamilla.jkc1@gmail.com
Alternate Email	porumamilla.jkc@gmail.com
Address	BADVEL ROAD, NEAR KAMMAVARIPALLI VI, PORUMAMILLA PO & MANDAL, KADAPA DIST
City/Town	PORUMAMILLA
State/UT	Andhra Pradesh
Pincode	516193

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Sri N B SIVA RAMI REEDY
Phone no/Alternate Phone no.	08569285656
Mobile no.	7396742382
Registered Email	porumamilla.jkc1@gmail.com
Alternate Email	gdcporumamilla1981@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://gdcporumamilla.com/aqar-reports/
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://yvucdc.in/uploadedfiles/Academic_Schedule_2018_19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.85	2015	03-Mar-2015	03-Mar-2020

6. Date of Establishment of IQAC	30-Jun-2012
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7. Internal Quality Assurance System

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
WATER SAFETY- DROUGHT	03-Jun-2018	10

LESS STATE	1	
FARMER WELFARE - FOOD SAFETY	04-Mar-2018 1	12
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

5

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

- Making the teachers acquainted with the values of institutional accreditation and the new method of NAAC accreditation
- Making arrangements for sending important notifications through SMS to all the stakeholders of the college regularly. Important notifications are also displayed within the college at different locations in the campus through display.
- Organizing a two day Workshop to train the teachers, nonteaching staff and students of the college on road safety, fire safety, lab safety, cyber safety.
- Awareness programme on traffic rules, Road safety and Accidents
- Anti Ragging Awareness Programme ?
- Workshop on "Earn while Learn"
- Women Empowerment Cell (WEC) A Programme on Women Human Rights
- Programme on "Reusage of Solid Waste"
- Awareness Programme on Personality Development
- Awareness Programme on Interview Skills
- Awareness Programme on Utilization of Vote
- Awareness Programme on Competitive Examinations

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

Plan of Action	Achivements/Outcomes
Preparation of AQAR 20172018 and submit the same to the office of NAAC by September,2018.	AQAR for the year 20172018 is prepared and submitted on 10.09.2018
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	19-Jan-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The prime objective of any educational Institution is to impart quality education to the students. Design and implementation of an effective curriculum plays a vital role in achieving this objective. The affiliating universities usually design the curriculum and its affiliated colleges implement it. Ours being an affiliated college, implement the curriculum designed by Yogi Vemana University, Kadapa. However, some of our lecturers nominated by the affiliating university as members of Board of Studies (BOS) based on seniority to give suggestions regarding changes in curriculum in their respective subjects during the annual BOS meetings. These suggestions are based on the formal feedback on curriculum collected from the students, parents, and other stakeholders. The institution has well-structured mechanism for the effective implementation of curriculum. The mechanism includes, subject and paper wise preparation of annual curricular plans (ACP's) for each semester, preparation of teaching plans, maintenance of teaching diary and monthly departmental review meetings. The methodology of implementation of curriculum comprise lecture method supplemented by Information Communication Technology (ICT) methods, like PowerPoint presentations, you tube lessons, charts, audio visual aids, virtual classrooms, MANA TV live telecast programmes etc. Besides, cocurricular activities like Quiz, Debates, rob plays, group discussions, class room

seminars, student projects, education tours are organized for better understanding of the curriculum. For visual and creative learning experience, Student project, Field Trips and Educational tours are organized. To hone soft skills and improve analytical skills, computer skills the various departments in the college start add-on courses for which curriculums self designed by the respective department.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	20	Nil

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
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?

(maximum 500 words)

Feedback Obtained

The course wise feedback on curriculum, teachers and institution from all the stakeholders' viz., students, teachers, parents and Alumni are taken through offline. The collected feedbacks are analyzed and prepare a report. Accordingly the action plan will be prepared and executed.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	MPCS	70	30	22
BSc	MPE	70	15	8
BSc	BZC	80	42	27
BCom	CA	60	35	23
BCom	GENERAL	60	22	10
BA	HEP	80	30	12

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	364	Nil	18	Nil	Nil

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
20	19	4	2	1	Nil

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

Ward profile and mentoring system : We adopt 'Ward/Mentor System' to address academic, socioeconomic and psychological the issues of the students. The Class teachers of the respective classes act themselves as mentors. Mentors categorize their students according to their academic abilities in terms of perception level and comprehension. Accordingly required suggestions are offered to the student to improve his/her academic performance and excel in the race. Mentors regularly attend to social, economic and personal problems of students. Such problems are either solved by mentors themselves or by the grievances redressal cell of the college. The institution Endeavour to shape the complete personality of students through cocurricular, extracurricular activities and ward counselling systems through effective mentoring.36

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
364	18	1:20

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
23	18	5	3	1

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Nil	Lecturer	Nil
2019	Nil	Lecturer	Nil
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	633	2/4/6	28/02/2019	07/03/2019
BCom	422	2/4/6	28/02/2019	07/03/2019
BA	111	2/4/6	28/02/2019	07/03/2019
BSc	633	1/3/5	06/10/2018	03/11/2018
BCom	422	1/3/5	06/10/2018	03/11/2018
BA	111	1/3/5	06/10/2018	03/11/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Choice Based Credit System (CBCS) in semester system has been introduced since 2015-16 as per the UGC guidelines by the affiliating university. At the beginning of every academic year, an orientation program is conducted to have awareness on the evaluation process of the course which include both internal and external assessment. To improve the performance of the students in the internal assessment, continuous evaluation of the students is done by adopting different reforms in the process of evaluation. The reforms in CIE include conduct of instant evaluation such as assignments, examinations, subject quizzes, group discussions, classroom seminars, role plays, debates etc. The performance is analyzed amidst the students. Apart from these conventional methods of assessment, the institution reviews the assessment methods to choose suitable evaluation tool to assess the students' performance. The tools include modern assessment online tools like Kahoot and Plickers. The students are evaluated individually to test their practical skills in lab work to improve their performance in the external practical examination. The college ensures

transparency in the evaluation of internal assessment. In all the courses, 25 marks allotted for internal assessment at UG level . This evaluation is done on the basis of two mid semester internal exams. The timetable for internal exams will be displayed to students well in advance and guide them to prepare for the exams. The internal exams are conducted strictly and all the faculty members value the answer scripts immediately and answer scripts are given to students for verification.

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

Our college strictly adheres to the academic calendar compiled by the affiliated Y.V.University, Kadapa for the conduct of continuous internal evaluation. Based on the schedule of internal exams circulated by the affiliating university, the academic coordinator in consultation with in charges of the departments concerned formulate the time table which in turn gets approval from the Head of the institution. Later, all the incharges of the departments concerned are instructed to conduct internal examinations as per schedule, evaluate and ensure to upload internal marks in the website of the university well before the commencement of the end semester examinations.

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)

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
633	BSc	BZC,MPE,MP Cs	59	38	64.41
422	BCom	GENERAL & COMPUTER APPLICATIONS	38	16	42.19
111	BA	HISTORY ECONOMICS POLITICAL SCIENCE (TM)	3	3	100

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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)

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major	00	0	0	0

Projects				
Minor Projects	00	0	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	00	Null	0
International	0	Null	0
No file uploaded.			

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

Department	Number of Publication
0	Null
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in	Number of citations excluding self
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					the publication	citation
000	0	0	2019	0	0	Nil
00	0	0	2018	0	00	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	2	Nil	Nil
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Republic Day Celebrations at College Ground	NSS	18	68
Independence Day Celebrations	NSS	12	98
NSS Youth festival	NSS	10	50
National Voter Day	NSS	15	155
AIDS day	NSS	10	34
Vanam - Manam Programmen	NSS	12	25
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Essay Writing	State level 2nd prize	Andhra Pradesh Civil Supplies, Vijayawada	1
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
VanamManam (Tree Planatation)	NSS	Tree Planatation	5	42
AIDs awareness rally Programme	NSS	Awareness Programme	8	34
Swachh Bharat	NSS	Cleaning Programme	6	65
No file uploaded.				

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
0	0	0	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

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

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing

Total	52	1	1	0	1	2	10	10	0
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4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

10 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
Society for Andhra Pradesh Network (SAPNET – MANA TV)	https://apit.ap.gov.in/?page_id=326

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
248000	248000	0	0

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

The institution adheres the state government established systems and procedures for maintaining and utilizing the physical, academic and support facilities. The maintenance of science laboratories is carried out by the respective departments under supervision of the in charge of the department with the sub staff (Record assistant / Lab attendant). Before the commencement of the academic year, an internal lab audit is conducted to verify the articles as per the entries in the stock registers and their working condition by the respective departments. Minor repairs of the articles are carried out at the department level itself, utilizing the contingency amount sanctioned for that academic year. If repairs are major they are brought to the notice of the principal for the necessary action. At the end of the each academic year annual verification committee is constituted for the verification of the articles with the stock registers and incharges are instructed to update the stock register.

The Librarian along with his sub staff maintains the library with existing procedures and rules. Stock registers, Accession registers, issue registers are being maintained and updated from time to time. The maintenance sports complex is taken care of by the Physical director college. One outsourcing personnel is engaged to assist in the maintenance of the complex. Annual maintenance contract (AMC) from the qualified service providers is arranged by the institution for maintenance of ICT infrastructure. Maintenance of the digital classrooms and virtual class room is taken care of by the Govt. of Andhra Pradesh. Repair, renovation and maintenance of the physical infrastructure like Building, classrooms, wash rooms, furniture, water supply, electric power supply is carried out with available financial resources by hiring technicians from outsourcing in addition to existing contingent staff meant for maintenance purpose. The college garden is maintained by the gardener appointed through outsourcing by the institute under the supervision of department of Botany.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Social welfare, ST welfare, BC welfare, EBC welfare, Kapu welfare and Minority schemes	259	2574602
Financial Support from Other Sources			
a) National	Nil	Nil	0
b) International	Nil	Nil	0
No file uploaded.			

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
Personality Development Lecture	14/02/2019	160	Career Guidance Counselling Cell
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Personality Development Lecture	160	160	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

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
Letsgettin, Bangalore	180	13	00	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	3	B.COM	Department of Commerce	YOGI VEMANA UNIVERS	M.A., Economics
2018	2	B.COM	Department of Commerce	YOGI VEMANA UNIVERSITY, KADAPA	M.Com.,
2018	1	B.A	Department of History	YOGI VEMANA UNIVERSITY, KADAPA	M.A. HISTORY
2018	1	B.A	Department of Political Science	YOGI VEMANA UNIVERSITY, KADAPA	M.A., POLI.SCI.
2018	3	MPCs	Department of Physics	YOGI VEMANA UNIVERSITY, KADAPA	M.SC., PHYSICS
2018	2	MPCS	Department of Physics	SVU, TIRUPATI	M.SC PHYSICS
2018	3	BZC	Department of Zoology	YOGI VEMANA UNIVERSITY, KADAPA	M.SC., ZOOLOGY
2018	3	BZC	Department of Zoology	LOYOLA DEGREE COLLEGE, PULIVENDULA	M.SC., ZOOLOGY
2018	1	BZC	Department of Zoology	GCM(A), KADAPA	M.SC., ZOOLOGY
2018	2	B.Com	Department of Commerce	YOGI VEMANA UNIVERSITY, KADAPA	M.Com.,
No file uploaded.					

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

Items	Number of students selected/ qualifying
NET	Nil
SET	Nil
SLET	Nil
No file uploaded.	

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

Activity	Level	Number of Participants
Annual Staff Sports for NonTeaching Staff	College level	10
Annual Staff Sports for Teaching Staff	College level	20
Annual Sports day	College level	80
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

With the objective of inculcating the qualities of leadership, organization, and responsibility in the students, an active Student Council is given an opportunity to be a part in the academic and administrative bodies/committees. The student council (usually known as college student union) comprises class representatives from each class who are nominated based on their academic merit among which a president, a secretary and a ladies' representative are nominated. The Principal and vice principal will monitor their activities. The class representatives convey students' grievances to the respective class teachers for an amicable resolution. A meeting with students' council is convened twice a semester to give an opportunity to voice their academic and administrative issues. The class representative plays a lead role in providing valuable feedback regarding curriculum, teaching learning and evaluation process. They also help teaching staff of the college in organizing classroom seminars, quiz, debates, group discussions, role plays at department level and seminars, conferences, workshops at college level. Student Council plays a major role in organizing college day every year. In addition, the student council will valuable suggestions for smooth day today administrative system. Finally, successful conduct of any programme in the college involves active participation of student council.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Though the Alumni association has been functional in the developmental activities of the college, the formal registration has been done very recently. The alumni association comprises, vice president, secretary, joint secretary, treasurer and executive committee members with Principal as president. The association provides voluntary financial assistance for the various developmental activities in the institution. The activities include donation of tables, chairs and fans to the institution. The proposed developmental activities of the association are (i) Providing tree guard for saplings (ii) Providing Sports articles for students. The alumni association also extend non financial means for the development of institution through (i) sharing their expertise (ii) delivering guest lecturers (iii) organizing awareness programmes

(iv) facilitate in providing job opportunities. In addition, an exclusive meeting with Alumni is conducted every year, where the feedback on curriculum and institution is collected and analysed for future plan of action.

5.4.2 – No. of enrolled Alumni:

50

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

1500

5.4.4 – Meetings/activities organized by Alumni Association :

01

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)

Vision: The institution aspires to mould the character of younger generation of deprived sections of this rural area through a system of quality, value and need based education to achieve core competencies i.e., Communication, critical thinking, personal growth and responsibility and information technology to face global requirements successfully. Mission To induce the academic environment for promotion of quality education, specific academic programmes are designed by synchronizing tradition with modernity. • To enrich and empower all the beneficiaries in inclusive social concerns through participative, positive and fertile teaching-learning environment. • To provide constant caring, supportive climate to the young adult learners to strengthen the urge for the excellence. • To inculcate research attitude in stake holders, project based learning is encouraged to develop cognitive abilities (Knowledge, comprehension, Applications, Analysis, Synthesis and Valuation).

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Human Resource Management	? The college has various committees for smooth running of administration. ? Apart from the teaching research all the faculty members have participated in different activities without fail. ? Faculty and Staff are encouraged to participate self-development programmes. ? Administration supports faculty, staff and students with necessary and relevant support to optimize their work. ? Estate Office offers 24x7 support for infrastructural requirements especially electricity, water supply and routine maintenance.
Library, ICT and Physical Infrastructure / Instrumentation	? Library Advisory Committee has been constituted. ? Open Access system. ? 24x7 Wi-Fi Facility ? Smart Class Rooms

	and Virtual Class room facility
Research and Development	? We have constituted research and development cell which is responsible for all research actives. ? We have encourage to students to carry the student study projects. ? Encouraged for submission of minor and major research proposals by the faculty.
Examination and Evaluation	? Examination cell has been constituted which is responsible for all exam related matters. ? Continuous evaluation through class tests, assignments and student seminars. ? The end semester examination question paper is set by Yogi Vemana University, Kadapa. ? The practical examination is conducted with internal and external examiners appointed by Board of examinations YVU.
Teaching and Learning	<ul style="list-style-type: none"> • Highly qualified and dedicated faculty. • Healthy interaction between students and faculty which goes beyond the classrooms. • Learning beyond curriculum. • Innovative methods are adopted for teaching and learning process. • Remedial classes are held for the students requiring additional help. • Well-equipped library for both faculty and students. • Excellent collection of rare and latest books and journals. • Regular feedback from students to improve teaching and learning methods. • ICT based virtual Class room is used to augment teaching and learning process. • Student centric methods were followed. • Peer teaching program was conducted. • Quiz, elocution, Debate, Group Discussion, Student Seminars were conducted regularly as per academic calendar
Curriculum Development	The institution follows the curriculum developed by the affiliated University. It has no autonomy to change the curriculum. However additional inputs were added to the curriculum by each department and were included in the curricular plans.

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

E-governace area	Details
Planning and Development	The institution has started using e-governance in Planning and Development activities recently. Various academic and developmental strategies are operated by CCE regularly through video conferences, teleconferences, emails

	etc.
Administration	Major part of the administration of the institution is executed through e-governance. Administration information is exchanged with CCE, RJDCCE, Nodal College and various colleges through emails, WhatsApp messaging system. Information like particulars of staff, college and reports on academic and administrative activities, number statement, numerical data to the CCE is submitted through email.
Finance and Accounts	All financial transactions of the college are done through Comprehensive Financial Management System (CFMS) initiated by state government of Andhra Pradesh. All purchases at institution level are processed through least quotation system and payments are made online. Salaries to the staff are credited into their accounts through CFMS.
Student Admission and Support	Online student admission process was introduced in UG by CCE from academic year 201819. Students apply online for scholarships and the scholarship amount sanctioned to the students are directly credited into their accounts. Feedback on both curriculum and faculty is collected online. The college attendance for teaching, nonteaching staff and students is marked through Biometric system. Class room attendance for students is marked online through Integrated Attendance Management System (IAMS) App. Recently college has registered for epragathi, for maintaining paperless office.
Examination	Examination applications of the students are processed, hall tickets are issued and results are published online by the affiliated university through its web site.

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
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for

teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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No Data Entered/Not Applicable !!!

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
ICT IN TEACHER EDUCATION	1	30/03/2019	29/05/2019	60

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
General Provident Fund (GPF), Contributory Pension Scheme (CPS), Andhra Pradesh Group Life Insurance (APGLI), Employees Health Scheme (EHS), Faculty Development Program (FDP)	General Provident Fund (GPF), Contributory Pension Scheme (CPS), Andhra Pradesh Group Life Insurance (APGLI), Employees Health Scheme (EHS)	Nil

6.4 – Financial Management and Resource Mobilization

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

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, Kadapa Region, Kadapa. 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.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	0
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6.4.3 – Total corpus fund generated

0

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	Commissionerate of Collegiate Education, Andhra Pradesh, Vijayawada	Yes	IQAC
Administrative	Yes	Commissionerate of Collegiate Education, Andhra Pradesh, Vijayawada	Yes	Departmental Committee

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

<p>1. Encouraging the students to participate in Job training programmes/Employment drives colleges conducted the college 2. Supporting the students to participating in educational tours/field visits/activities 3. Extending their support in college developmental activities.</p>
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6.5.3 – Development programmes for support staff (at least three)

<p>The institution is operating both statutory and nonstatutory welfare measures/schemes for both teaching and nonteaching staff as mentioned below. General Provident Fund, Group Insurance Scheme, Andhra Pradesh Group Life Insurance (APGLI), Contributory Pension Scheme. Medical reimbursement facility, Employees Health Scheme. Festival advance, Vehicle loan, Educational loan, Housing loan, GPF loan. Medical leave, Study leave, Maternity and Paternity leave.</p>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<p>1.Certificate courses are introduced. 2. Digital classrooms (02 No.s) and Virtual classroom (01 No.) were established. 3. ICT enabled teaching is Practised. 4. Online feedback mechanism on curriculum and teachers is initiated. 5. Infrastructural facilities such as, R.O. systems for drinking water 6. Career guidance Cell, Grievance Redressal Cell, Cultural club, Eco Club are strengthened. 7. Green Practices are initiated. 8. Initiation rain water harvesting and water waste management are initiated. 9. e Governance introduced in college admissions, administration, examinations and other feasible areas</p>

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Celebration of International Yoga Day	21/06/2018	21/06/2018	21/06/2019	86
2018	Disaster Management – Conclusion of three day training programme on First Aid	16/08/2018	16/08/2018	18/08/2018	46
2018	Celebration of National Voter Day	25/01/2019	25/01/2019	25/01/2019	150
2018	Celebration of National Constitution Day	26/11/2018	26/11/2018	26/11/2018	45
2018	Celebration of Birth Anniversary of Srinivasa Ramanujan	22/12/2018	22/12/2018	22/12/2018	40
2019	Celebration of International Mother Tongue Day	21/02/2019	21/02/2019	21/02/2019	50
2019	Awareness Programme of Personality Development Career Guidance Counseling Cell	14/02/2019	14/02/2019	14/02/2019	24

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Celebration of International womens Day	08/03/2019	08/03/2019	25	40
An exclusive programme on Anti-Ragging for girl students	24/01/2019	24/01/2019	20	40
Celebration of International women's Day	08/03/2018	08/03/2018	35	60
Kishori Vikasam Training for peer group trainers	22/02/2019	22/02/2019	45	90
Kishori Vikasam Training for High School students	25/02/2019	25/02/2019	350	450

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

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

4 kW Solar power

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil
Scribes for examination	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	02/01/2018	7	Janmabhoomi Maavooru	Open defecation problems,	75
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
CODE OF CONDUCT FOR PERSONNEL WORKSING IN COLLEGES	05/06/2018	The employees working in the department of Collegiate Education are governed by AP Civil Service (Conduct) rules of 1964 issued in G.O. Ms. No. 468 GA (ser.C) dept. dated 17041964. witch includes the code of conduct for Principal, Teaching Staff, Administrative Officers In Govt. Degree Colleges, Duties and Responsibilities of Superintendents, Duties And Responsibilities Of Senior/ Junior Assistants, Rules of Conduct And Discipline For Students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of International Yoga Day	21/06/2018	21/06/2018	55
Celebration of International Mother Tongue Day	21/01/2019	21/01/2019	65
Celebration of International Women's Day (WEC)	08/03/2019	08/03/2019	120
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1.Observation of vehicle free day in the college campus 2.Observation of Plastic free day in the college campus 3.Anti Plastic Campaign 4. Vanam Manam (Tree Plantation programme initiated by Govt. of Andhra Pradesh 5.Usage of Solar Power

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Eco-Club: The college Eco-Club is established to protect the environment for future generations from global warming and other environmental degradation and disasters. It continuously chalk out plans to improve the existing conditions more eco-friendly by initiating the appropriate measures. The following are the activities carried by the Eco-Club: Clean and Green Programme is conducted on third Saturday of every month. To inculcate concern for environmental issues among the students. To provide knowledge of environmental pollution, its causes and its effects on plant, animal and human life. Installed Solar energy as an alternative power source to overcome. Leaves, grass and departmental wastages

are utilized as fertilizers. 2. "MENTORING SYSTEM" Goal: • The college would like to achieve the vision of the institution - that of a life - oriented education • It also would like to improve discipline and human interaction on the campus through the mentoring system. The Context: The College had earlier class teachers in charge of their respective classes, they were in charge of handing over the examinations progress reports after every exam conducted, wherein, the academic progress of the students was monitored, with not much opportunity to look into the strengths and weaknesses in the personal life of the student and guide the student. To overcome this problem, the mentoring system was adopted in the College as one of the best practices. The students being at a vulnerable age tend to be rebellious (be it with regard to dressing, use of cell phones, attendance or relationships). The mentor, with constant counseling helps them to cope with their personal problems. This helps the students to be closer to the teacher in charge. The mentors also strike a balance between the students coming from different strata of society thus creating an environment of self-respect and respect for others. The Practice: Mentorship is assigned to each member of the Arts and Commerce faculty based on the subject and classes they handle. In the case of the Science stream, they are assigned according to the Practical batches they handle. Each staff member is allotted 30 - 40 students and She/he is a mentor for all the three years of their stay in College at the UG level. The mentor sheets have been designed to make provision to include all academic, co - curricular and personal details of the candidate including his /her family during the first year degree. The mentor helps the student to understand the organizational culture. She/he provides guidance on personal issues and academic issues. The mentor points out strengths and areas for development in each student. She/he also helps the student to set long-term career goals and short-term learning objectives to enable them to perform effectively. The mentor meets her/his wards regularly. Parents are called for interactive sessions to know how constructively their ward utilizes the time at home. Constructive suggestions are made for the overall development of the student. Parents of achievers are advised by the mentor to encourage their wards to capitalize on their strengths and pursue higher studies. Slow learners are given tutorials in their weak subjects by the respective teachers. Sometimes mentors even addressing health problems and personal problems of the students. Evidence of success: ? Mentoring has proved to be the ideal system to have adopted, as tremendous improvements that have been seen in the overall performance of the students. ? There is a significant change and marked improvements in the students' attendance and attitude. ? High self-esteem, appreciation for one-self and respect for others. ? Mentorship was highly appreciated by the parents who felt that their children were in safe hands. ? Students felt that they had somebody to turn to in times of trouble. ? Improved discipline and humanizing environment on campus. ? Indiscriminate use of cell phones reduced.

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

7.3 – Institutional Distinctiveness

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

Government Degree college, Porumamilla was established in the year 1981 and is affiliated to Yogi Vemana University, Kadapa. This college aims to cater for the educational needs of students from very down trodden and diverse socioeconomic background. Main vision of our college is empowering the students by escalating them towards higher education and employment. The college provides quality education through innovative practices in teaching and

learning process. The college is committed to impart holistic training to our students, to develop right kind of attitude, knowledge and skills to face the future challenges in the competitive world. Jawahar Knowledge Centre (JKC), plays a pivotal role in enhancing the communication skills, soft skills and technical skills, which are essential to the students to achieve employment.

JKC along with its normal training, also provides special training for competitive examinations. Since its inception, our college stands top in the list of colleges in and around Porumamilla not only in providing academic excellence, but also in providing placements to the students of our college. The JKC of the college meticulously plans to make most of its outgoing students employed through campus drives. Every year many students of our college are being selected to many companies like Lettsgetin company. As many as 13 students are employed in the year 2018, Successfully empowering the students of socially diverse backgrounds, makes the college distinctive to its vision.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1. Collaborative learning and research through ICT based LMS with other Institutions. 2. New Major and Minor research projects from external agencies. 3.MoU with industrial organizations. 4. Establishment of the English language lab. 5. Digitalization and up-gradation of the Departmental Libraries 6. New classrooms to be constructed. 7. Introduction of new certificate courses. 8. Exhibition, Seminars, and Lecture series.